

MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held on Thursday, 21 January at 09:30 via Zoom link

<https://zoom.us/j/95446346567>

Present: Cllrs Travis (Chair), Baker, Barnes, Clark, Kilmurray, Cllr Cowley

In attendance: Claire Littlewood – Parish Clerk, Sophie Marriage – Assistant to the Parish Clerk, K Rudge, D Bartle, M and L Brierley, T Stebbing, M Sherwen

Absent:

- MA079/20** **To receive and approve apologies for absence**
Apologies received from M Sherwen.
- MA080/20** **To receive any Declarations of Interest and Dispensations**
None received
- MA081/20** **To approve the minutes of the Maintenance Committee Meeting held on 19 November 2020**
It was:
RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 19 November 2020 as an accurate record.
Proposed by Cllr Clark, seconded by Cllr Baker. All in favour.
- MA082/20** **Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)**
None in attendance
- MA083/20** **Finance Matters:**
a) To consider a finance report on expenditure within the committee's remit.
The report was noted.
[K Rudge joined the meeting]
- MA084/20** **Conservation Matters:**
a) To receive the EA Monthly situation reports for November and December 2020
Reports received. Noted high rainfall during November and December. River Mel higher than in 2012.
[Cllr Kilmurray joined the meeting]
b) To receive a report on Stockbridge Meadows
Wardens thanked for their help to repair the eroded river bank. Repair now complete.
Stockbridge Meadows is very muddy due a high footfall. **ACTION:** Clerk to contact Shires about supplying bark chippings to put on to muddy walkways.
c) To receive an update on the Stockbridge Meadows boardwalk project
Awaiting information so a plan can be prepared in order to apply for grant funding.
d) To receive a report from River Mel Restoration Group
Environment agency will allow Maureen Brierley to accompany them on a routine visit to The Bury subject to the owner giving permission. Due to high water levels, the access point close to the pavilion may require further repair

possibly in Spring/Summer - monitor. Woodland path along the River Mel is muddy and would benefit from bark chippings.

- e) To consider a request to supply and install a notice board in the Millennium Copse

The Committee was happy to accept the kind offer made by a resident to donate a handmade hardwood notice board to the village in the Millennium Copse. Wardens to assist with installation.

- f) To receive any other updates and consider actions

Future tree planting in the village. Woodland trust offering free tree samplings in Autumn 2021. Committee support the idea but it would be a big project with lots to consider. **ACTION:** To be brought to the attention of the Futures Working Party

MA085/20

Allotment Matters:

- a) To consider quotations for clearance of allotment plot 13b
Two quotations were considered.

It was:

RESOLVED to accept the quotation from Bens Barns for the sum of £500. Proposed by Cllr Cowley, seconded by Cllr Barnes. All in favour.

- b) To receive any updates and consider actions

Quotes to be obtained for clearance of the bonfire heap at the allotments.

MA086/20

Governance Matters:

- a) To receive the weekly inspection reports and consider any necessary actions
Reports received. Noted that damaged roof tiles on the pavilion need repairing. **ACTION:** Assistant to the Clerk to obtain quotes.

- b) To consider any updates on vandalism in the Parish
The updates were noted.

- c) To consider keeping play areas open during current restrictions
It was noted that North Herts District Council have closed some play parks. In line with the current Government guidance, the Committee agreed that it is important for play parks in Melbourn to remain open with appropriate safety signage on display.

- d) To receive any other updates and consider actions
None received

MA087/20

Cemetery Matters:

- a) To consider quotations for removal of moss at Orchard Road Cemetery
Three quotations were received.

It was:

RESOLVED to award Herts & Cambs Ground Maintenance the work for the sum of £380 plus VAT.

Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.

[M Sherwen joined the meeting. M and L Brierley briefly left the meeting]

- b) To consider a request to install a memorial seat or tree in New Road Cemetery

The Committee agreed in principle a resident's request to install a memorial seat/tree in New Road Cemetery. Further details to be provided.

- c) To receive any other updates and consider actions

Cremated remains bases at New Road Cemetery, which were accidentally marked out, are still without grass. **ACTION:** Clerk to discuss with Herts & Cambs how it is planned to be rectified.

[M and L Brierley re-joined the meeting]

MA088/20

Village Maintenance Matters:

- a) To receive an update on gulley clearance

County Councillor Susan Ven de Van is in discussion with Highways to have the gullies cleared. T Stebbing was thanked for his hard work.

Road sweeping needed in the village. Road sweeper will be in the area 1st- 14th February. Residents need to be notified.

ACTIONS:

- Assistant to the Clerk to contact SCDC to highlight areas that require attention in the village and to ask for exact dates of road sweeping so residents can be notified.
- Clerk to ascertain cost of additional bags for Billy Goat,

- b) To consider a quotation for ivy removal from trees on the New Rec

It was:

RESOLVED to accept the quote from Shires for the sum of £150.
Proposed by Cllr Clark, seconded by Cllr Baker. All in favour.

- c) To receive an update on maintenance of bus shelters (S106)

The Parish Council to receive a "Bus Stop Maintenance Contribution" for the future maintenance of two bus stops located on Cambridge Road in the vicinity of Melbourn Science Park.

Moving the bench on Cambridge road now deemed unnecessary, providing that the bus shelters will have seating. **ACTION:** Clerk to ask the County Council to clarify the design of bus shelters

- d) To consider quotations for relocation of Kohima Stone

It was:

DEFERRED until the next meeting.

ACTION: Assistant to the Clerk to obtain price of steel anchor rods.

- e) To receive any other updates and consider actions

Noted that Cambridge Road is to be patched w/c 1/2/21 in preparation for surface dressing in the summer. Residents will be notified of affected areas prior to works.

MA089/20

Pavilion Matters:

- a) To consider a quotation for PAT testing

It was:

RESOLVED to accept the quotation from Newflame at the cost of £25 attendance fee and £2.95 per item tested.
Proposed by Cllr Barnes, seconded by Cllr Baker. All in favour.

- b) To consider a quotation for Legionella testing

It was:

RESOLVED to accept the quotation from 4iWater Services to carry out a review of the LRA and legionella sample for the sum of £298 plus VAT.

Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.

- c) To receive any other updates and consider actions

K Rudge asked if MVC is still using the pavilion, despite the current lockdown restrictions. **ACTION:** Clerk to contact MVC to ask if use is continuing.

[K Rudge left the meeting]

MA090/20 Littlehands Matters: To receive any updates and consider actions

- a) To receive any updates and consider actions

Noted that the damaged trade waste bin has been replaced Littlehands and the Wardens will lock the bin.

MA091/20 To receive an update from the Melbourn Play Parks Working Party

The five councillor positions have been filled. Public involvement has been advertised. The project will need to go out to tender so a plan/proposal will be needed. Cllrs on the working party to have a preliminary meeting to discuss the project.

MA092/20 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 21 January 2021				
ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	Dog bins - rims need replacing / concrete bins - inner basket needs replacing	SCDC operative	SCDC operative reported that rim on dog bins need replacing as bag is current falling into the bin and making emptying difficult. Also, wire basket in concrete bins need replacing - same reason. He will let us know which bins this relates to. Replacement rims have been fitted. Two dog bins require full replacement - outside Esse and on Vicarage Close. Dog bins installed. ACTION: Assistant Clerk to source supplier of inner baskets. Ongoing	CL
2	Salt bin on Vicarage Close	DB	Lid broken. CL requested replacement from Highways - monitor	CL
3	Medcalfe Way / Palmers Way	Resident	Bin still not installed - regular rubbish discarded in the area. CL has written again to Sean Gentle requesting update. Ongoing	CL
4	Picnic bench by River Mel (nr pavilion)	CS	Damage to bench and a slat missing. KR inspected. Unable to fix. Does not appear to be a danger. ACTION: Check if there is money in the budget for replacement bench. NOTE - dedication plaque on bench which needs to be preserved. Various options discussed. ACTION: Assistant to the Clerk to seek quote from engineer for straightening metal work. Wardens to source hardwood to make repairs. Ongoing - wardens to progress when they can work together again	Wardens
5	Pavilion	KR	Boot scrapper to be repaired. ACTION: Wardens to repair	Wardens
6	Overgrown hedges -	Resident	5 Rupert Neve Close and 26 Water Lane - wardens to inspect and advise. CL has written to residents. Monitor	Wardens
7	Clear Crescent junction - request for give way markings	Resident	Resident requested lines to be painted. Response from Highways - "At an unmarked crossroads no one has priority. If there are no road signs or markings do not assume that you have priority. Remember that other drivers may assume they have the right to go. No type of vehicle has priority but it's courteous to give way to large vehicles". JT to advise resident. Clerk to forward email from Highways to JT Referred to Futures WP to progress	JT
8	Salt bin on car park	JH	Contents thrown around the car park. Should we install a padlock on the bin? No padlock to be installed at this time. Monitor	CL
9	Gutters on Hub	GC	Leaves to be cleared. CL to obtain quotes	Wardens
10	Allotments	Wardens	Bonfire pile to rear of allotments to be cleared. CL to obtain quote.	CL
11	Pavilion - damaged roof tiles	Wardens	A few tiles damaged on the roof - SM to obtain quotes	SM
12	Leaves on footpath and road on New Rd	Resident	Leaves on road and footpath. SM to report to South Cambs and request road sweeping	SM

- MA093/20** **New Maintenance Issues:** To consider Maintenance issues arising since last meeting
Car park gullies need clearing. Quotes to be obtained.
A member noted a large tree with low branches outside 34a Orchard Road.
ACTION: Assistant to the Clerk to write requesting the tree is cut back.
- MA094/20** **To note date of next meeting:** 18 February 2021

The meeting closed at 11:25am

MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held on Thursday, 19 November 2020 at 09:30 via Zoom link
<https://zoom.us/j/95156619478>

Present: Cllrs Travis (Chair), Baker, Barnes, Clark, Kilmurray
In attendance: Claire Littlewood – Parish Clerk, K Rudge, D Bartle, M and L Brierley, T Stebbing,
Absent: Cllr Cowley

MA063/20 To receive and approve apologies for absence

Apologies received from Barry Deville.

MA064/20 To receive any Declarations of Interest and Dispensations

None received.

MA065/20 To approve the minutes of the Maintenance Committee Meeting held on 22 October 2020

It was:

RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 22 October 2020 as an accurate record.

Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour.

MA066/20 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

None in attendance.

MA067/20 Finance Matters:

- a) To consider a finance report on expenditure within the committee's remit.
The report was noted.

MA068/20 Conservation Matters:

- a) To receive the EA Monthly situation report for October 2020

The report was received. Noted high rainfall during October. Flow in the River Mel is good.
- b) To receive a report on Stockbridge Meadows

Erosion of the bank caused by cattle requires attention. **ACTION:** Works to be carried out by RMRG after lockdown.
- c) To receive an update on the Stockbridge Meadows boardwalk project

Zero Carbon Fund is now closed for applications. Possible grant funding available from Amey Cespa fund. Update following meeting with project manager was received. Awaiting comparative quotes for engineering reports. Also quotes for concrete or stainless steel pilings. **ACTION:** Clerk to follow up with Tom Upcraft for progress.
- d) To receive a report from River Mel Restoration Group

Further letter sent to the owners of The Bury. Awaiting response. Request to be made to Environment Agency to accompany them on a routine visit to The Bury. **ACTION:** Clerk to follow up with Maureen Brierley for EA contact.
- e) To receive an update on tree inspections

Ian Lorman to submit a quote for carrying out tree inspections. Will focus on high risk areas and also Ash trees. Need to consider tree work for budget purposes. **ACTION:** Clerk to seek some indicative costs from local contractors.

- f) To consider a request to install a wooden bench in the Millennium Copse

Oak tree has now been planted. Design for oak bench has been provided with suggested wording. Noted that wardens would assist with installation of the bench as required.

ACTION: Clerk to contact Mr Phipps to discuss preferred wording.

- g) To receive any other updates and consider actions

MA069/20 Allotment Matters:

- a) To receive any updates and consider actions

Reports of rats at the allotments. Discussed that there is little we can do about this.

Bonfire heap to the rear of the allotments have become very large. Clerk seeking quotes for clearance.

Noted that a recently vacated plot requires clearance. **ACTION:** Assistant to the Clerk to seek quote for clearance.

MA070/20 Governance Matters:

- a) To receive the weekly inspection reports and consider any necessary actions

Noted that moss has grown back on the paths in Orchard Road Cemetery. **ACTION:** Clerk to obtain quotes for clearance.

- b) To consider any updates on vandalism in the Parish

The updates were noted. Two incidents of graffiti were reported – Give Way sign on High Street and bus stop cnr Vicarage Close. **ACTION:** Wardens to clear.

- c) To receive an update on Cllr street inspections

Assistant to the Clerk updated the meeting. Reports to relevant authorities being made and letter sent to residents. Wardens assisting with inspections where required.

- d) To receive any other updates and consider actions

MA071/20 Cemetery Matters:

- a) To consider options for interpretations board in New Road Cemetery

It was:

RESOLVED to purchase the Landmark (Hatfield A1 size) interpretation board at a cost of £888.00.

Proposed by Cllr Kilmurray, seconded by Cllr Baker. All in favour.

ACTIONS:

- Cllr Barnes to consider best way to transfer the art work to Landmark.
- Location of interpretation board to be confirmed and Clerk to check installation arrangements.
- Photos at unveiling of interpretation board to be sent to local press with thanks to Cllr Barnes for her work

- b) To receive any other updates and consider actions

A member queried progress with regard to relocation of Kohima Stone. Stonemasons have been invited to quote for relocating the stone. Report to be prepared for consideration at a future meeting.

MA072/20 Village Maintenance Matters:

- a) To receive an update on gulley clearance

Tim Stebbings met with two contractors – 36 gullies require clearance. One quote received. Possibility of coordinated approach with neighbouring villages may reduce cost. Also need

to explore possibility of recharging costs to Highways Authority. Noted that gullies have not been cleared for c.5 years. **ACTION:** Clerk to write to County Cllr van de Ven to explore options to proceed.

[Cllr Clark briefly left the meeting.]

- b) To consider a request from SCDC to on street lights in Vicarage Close

It was:

RESOLVED to recommend to full Council to accept the proposal from SCDC that the Parish Council take responsibility for the electricity supply to the three upgraded street lights on Vicarage Close.

Proposed by Cllr Kilmurray, seconded by Cllr Barnes. In favour: Cllrs Baker and Travis.

[Cllr Clark briefly absent from the meeting.]

- c) To receive any other updates and consider actions

[Cllr Clark returned to the meeting]

A member suggested that road gutters throughout the village require sweeping to clear them of leaves. It was noted that street sweepers are currently operating in the area.

MA073/20 Pavilion Matters:

- a) To receive any other updates and consider actions

Noted that the secure storage for the rear patio will be delivered and installed before Christmas.

MA074/20 Littlehands Matters: To receive any updates and consider actions

- a) To receive any updates and consider actions

Noted that the tenant is undertaking refurbishment of the interior of the building.

MA075/20 To receive an update from the Melbourn Play Parks Working Party

This item to be deferred until December meeting. **ACTION:** Clerk to advertise for members of the public to join MPPWP.

MA076/20 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 19 November 2020				
ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	Benches on Cambridge Road (x 3)	MS	Require cleaning and maintenance - DB has inspected. Bus stop bench has been cleaned. Noted that wooden benches difficult to keep clean - plastic would be easier to maintain. Benches have been cleaned by hand. Need pressure washing. Consider replacing with plastic. Noted bench opposite Sheepshead Row requires repair. Bench has been cleaned. Suggestion with regard to bus shelter to protect the bench. Consider moving bench from under tree. ACTION: M Sherwen to inspect the area.	Wardens
2	26 Palmers Way - overgrown hedge	Resident	Reported to Carly Freed, SCDC 12/3/20. CL spoke to Carly on 24/3/20 to explain location of hedges - Carly will follow up with contractor. CL to follow up with Carly Freed. Email from Carly Freed - awaiting date for works to be carried out 12/6/20 - CL to follow up. SM has emailed Carly Freed for an update 20/10/20. Work scheduled for early December.	CL

3	Dog bins - rims need replacing / concrete bins - inner basket needs replacing	SCDC operative	SCDC operative reported that rim on dog bins need replacing as bag is current falling into the bin and making emptying difficult. Also, wire basket in concrete bins need replacing - same reason. He will let us know which bins this relates to. Replacement rims have been fitted. Two dog bins require full replacement - outside Esse and on Vicarage Close. Dog bins installed. ACTION: Assistant Clerk to source supplier of inner baskets. Ongoing	CL
4	Salt bin on Vicarage Close	DB	Lid broken. CL requested replacement from Highways - monitor	CL
5	Medcalfe Way / Palmers Way	Resident	Bin still not installed - regular rubbish discarded in the area. CL has written again to Sean Gentle requesting update. Ongoing	CL
6	Picnic bench by River Mel (nr pavilion)	CS	Damage to bench and a slat missing. KR inspected. Unable to fix. Does not appear to be a danger. ACTION: Check if there is money in the budget for replacement bench. NOTE - dedication plaque on bench which needs to be preserved. Various options discussed. ACTION: Assistant to the Clerk to seek quote from engineer for straightening metal work. Wardens to source hardwood to make repairs. Ongoing - wardens to progress when they can work together again	Wardens
7	Pavilion	KR	Boot scrapper to be repaired. ACTION: Wardens to repair	Wardens
8	Overgrown hedges -	Resident	5 Rupert Neve Close and 26 Water Lane - wardens to inspect and advise. CL has written to residents. Monitor	Wardens
9	Rose Lane	KR	Concrete bin has been removed by UK Power Networks during the course of works. CL has written requesting replacement 17/9/20. UK Power Networks suggested a free standing bin. Assistant to the Clerk to respond requesting a fixed bin. UK Power Networks have confirmed they will supply and fit fixed bin.	SM
10	Tree line separating New Rec and MVC field	JW	Justin reported a row of very large trees separating New Rec from college grounds - very low hanging branches. Clerk to obtain quotes for work to precepting in 2021/22. Clerk to meet with Ian Lorman 16/11/20 to discuss tree inspection including Ash die back. Awaiting quote for tree inspection.	SM
11	Clear Crescent junction - request for give way markings	Resident	Resident requested lines to be painted. Response from Highways - " <i>At an unmarked crossroads no one has priority. If there are no road signs or markings do not assume that you have priority. Remember that other drivers may assume they have the right to go. No type of vehicle has priority but it's courteous to give way to large vehicles</i> ". JT to advise resident. Clerk to forward email from Highways to JT Referred to Futures WP to progress	JT
12	Water Lane	TS	BT cable down - unstable tree. Reported to Highways. Area marked as hazard. BT cable secured. Highways have indicated no works to be carried out to tree. TS noted that the tree is looking precarious. Wardens have inspected. Tree is stable. CL has advised resident. Monitor.	CL
13	Salt bin on car park	JH	Contents thrown around the car park. Should we install a padlock on the bin? No padlock to be installed at this time. Monitor	CL
14	Orchard Road (children and baby clinic)	Resident	Road sign completely obscured by ivy. Wardens to cut back.	Wardens

15	Pavilion	DB	Drain downpipe broken at the bottom. Wardens to repair	CL
16	Zip wire on Clear Crescent	CL	Wicksteed have confirmed that repairs will be carried out by Fawn w/c 30/11/20	CL
17	Silver birches on The Moor play area	GC	Wardens have inspected. CL will ask Ian Lorman to take look	CL
18	Gutters on Hub	GC	Leaves to be cleared. CL to obtain quotes	Wardens
19	Flooding at the bottom of London Way	Resident	Water flowing down London Way. Resident has queried previous discussion to install a soak away. Road surface is degrading due to heavy traffic on London Way. To be addressed as part of gulley clearance project.	CL
20	Allotments	Wardens	Bonfire pile to rear of allotments to be cleared. CL to obtain quote.	CL

MA077/20 New Maintenance Issues: To consider Maintenance issues arising since last meeting
A member noted degraded road markings on the approach to Russet Way (opposite the Science Park). **ACTION:** To be reported to Highways.


MA078/20 To note date of next meeting: 17 December 2020

The meeting closed at 11:26

Melbourn Parish Council
Maintenance Expenditure Tracking 2020/21
(Actuals based on paid invoices)

EDGE Code		Budget 2020/21	Actual to date (30/11/20)	Committed	Balance	Notes
	<u>Budgeted expenditure (included in Precept)</u>	£	£	£	£	
	<u>Conservation:</u>		<u>Paid</u>	<u>Unpaid</u>		
1000	Allotments - plot clearance/maintenance	500			500	
1000	Allotments - unplanned e.g. asbestos removal	600	40		560	Sign for asbestos bin
1100	Conservation - Christmas tree and plants for tubs	350			350	
1100	Conservation - tree survey and tree works	6,500	5,990		510	Emergency tree work to willow and ash trees - rec and opposite science park, repair fencing The Moor. Extra tree work re ivy, tree works on recreation ground
1100	Conservation - unplanned	500	238	2,070	(1,808)	Unplanned - refurbish gate at Ash Grove; committed £2,070 Worcester Way fencing (overspend agreed by MPC 26/10/20)
1150	Stockbridge Meadows - path cutting	120	70		50	
1150	Stockbridge Meadows - unplanned	500	40		460	Signs
		9,070	6,378	2,070	622	
	<u>Cemeteries</u>					
2000	Orchard Road - unplanned	100			100	
2000	New Road - tree & hedge work, soil store	500			500	
2000	New Road - pest control	400			400	
2000	New Road - unplanned	200	50		151	Turf
2000	New Road - headstone bases and installation	2,600	2,110		490	Installation of 26 headstone bases and 4 blocks of bases for cremated remains at NRC
		3,800	2,160	-	1,641	
	<u>Play Areas, Recreation Grounds & Pavilion</u>					
3000	Playground - ROSPA	225	214	-	11	
3000	Playground - play area maintenance, equipment repair/renewals	1,500	480	360	660	Replacement dog bins. Committed £360 for paths and edging Clear Crescent (note this heading is for equipt maint)
3200	Recreation Ground - pest treatment	600			600	
3200	Recreation Ground - unplanned	500		500	-	Committed = £500 for Clear Crescent hedge reduction (part)
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	550	414		136	Sanitary disposal (£266); fire extinguisher service £49; cleaning mats
3400	Pavilion - legionella assessment	220			220	
3400	Pavilion - maintenance (PAT testing, boiler service/repairs, fire alarm service)	600	49		552	Fire extinguisher service
3400	Pavilion - unplanned repairs & renewals	800	163	30	607	Spare keys, deep cleaning, guttering, lockshield for o/s tap
3400	Pavilion - external redecoration	2,000			2,000	
		6,995	1,319	890	4,786	
	<u>Finance & General Purpose</u>					
4300/2	Wardens' materials	500	166		334	
4300/3	Wardens' equipment (chainsaw and training)	1,000	183	45	772	Chainsaw & training will not happen 2020/21
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,400	824	175	401	Insurance £504; MOT and repairs £147
4900	Parish Clock	200	343		(143)	Call out to repair fault (overspend approved MPC 26/10/20)
7100	Car park workshop - PAT testing	100			100	
7100	Car park - unplanned	500	246		254	Car park CCTV upgrade (paid on debit card)
		3,700	1,763	220	1,717	
	<u>Highways</u>					
8000	Highways - brown tourist info signs re Stockbridge Meadows	200	-		200	
		200	-	-	200	
	<u>Rental Property</u>					
9000	Rental Property - Littlehands annual drain cleaning	450	450		-	
9000	Rental Property - unplanned	1,000	65		935	Gate sign
9000	Rental Property - anti-vandalism measures	2,000	1,147		853	Barley Maint - security wall, refurb door and step.
		3,450	1,662	-	1,788	
	Total Maintenance (excluding grounds maintenance contracts)	27,215	13,281	3,180	10,754	

	<u>Grounds Maintenance Contracts</u>					
1200	Grass cutting contract - verges/Hub etc	7,470	4,980		2,490	
1200	Grass cutting contract - extra cuts x 2	1,120			1,120	
1300	Public Open Space - maintenance (£460 per month +£1,500 for extra works)	5,520	3,680		1,840	
1300	Public Open Space - additional work	1,480	300	1,175	5	Extra cut open areas (April?); hedge work Clear Crescent (£1,095 - bal from Rec Ground unplanned: £1,595 total); £80 cut corner
2100	Cemeteries (£405.83 x 12)	4,870	3,247		1,623	
2100	Cemeteries - extra cuts x 3	630			630	
3200	Recreation Grounds (currently £755 per month but may change)	9,060	6,040		3,020	
3200	Recreation Grounds - extra cuts x 4	540	130		410	Extra cut old and new rec grounds (April?)
		30,690	18,377	1,175	11,138	
	<u>Community Benefit (memo only - not precepted)</u>					
9600	Community Benefit Donations - Cemetery Tree Planting (New Rd)	1,000			1,000	Agreed by MPC to write this back to community benefit balance - Nov 2020
		1,000	-	-	1,000	

 potential cost savings

Conservation - Emergency tree works carried out have cost £3,900. An additional £1,250 has been committed for trees on the rec ground. This budget heading is likely to go over budget later in the year.

Replacement fencing at Worcester Way play area - this is unbudgeted and will cost £2,070 (overspend agreed by MPC 26th Oct 2020)

Hedge Work - Clear Crescent £1,595 - to be taken from Recreation Ground unplanned (£500) plus public open spaces additional works (£1,095)

Parish Clock - a call out cost of £150 to repair a fault has been incurred (not budgeted) Overspend agreed MPC 26th Oct 2020

Pavilion - there are likely to be cost savings from Pavilion Cleaner (budget £1,500) although extra costs may be incurred on utilities from use by MVC. This should be more than offset via rental income

Monthly water situation report

East Anglia

Summary – December 2020

December was a very wet month with a total average rainfall of 108 mm (195% of the LTA) across East Anglia. The river flows has increased at all the indicator sites with majority of the sites reporting an exceptionally high flows. Soil Moisture Deficit (SMD) has decreased and ended the month with a below normal SMD of 3mm. The groundwater has continue to recharge at majority of the indicator sites with all the sites reporting a normal or higher ground water levels. The reservoir levels at all the sites are above their normal operating curves and some of the groundwater support schemes have been able to reduced operation.

Rainfall

East Anglia as a whole received an exceptionally high amount of rainfall with a total averaged rainfall of 108 mm in December which was 195% of the Long Term Average (LTA). The rainfall varied across the area with majority of the catchments receiving an exceptionally high amount of rainfall (relative to the monthly LTA) making it the second wettest December since the record started in 1981. Over the past 12 months, rainfall across the area has been 115% of the LTA (Above Normal category), and over the winter period to date (the past 3 months) rainfall has been 154% of the LTA (Notably high category). The 12-months accumulation of rainfall surplus has increased to 688 mm for the time of the year.

Soil Moisture Deficit/Recharge

Soil moisture deficits (SMD) continues to decreased following the exceptionally high rainfall in December and is fairly consistent across the area. By the end of December SMD for the area as a whole had decreased to 3 mm, which is in the below normal category.

River Flows

The monthly river flows has increased at all the indicator sites as a results of an exceptionally high rain falling on the saturated ground in December. All the indicator sites has reported a notably high or higher flows with majority of the sites (62% out of 21 indicator sites) reporting an exceptionally high flows for the time of the year.

Groundwater Levels

In response to the below normal SMD across East Anglia, the groundwater continues to recharge and levels has increased at all indicator sites with the exception of Hazlewood Common in the Sufflok Crag. Out of the 20 indicator sites all the sites has reported a normal or higher groundwater levels with 4 sites (viz., Fringford, Biggleswade, Bury St. Edmunds and Washpit Farm) reporting exceptionally high levels in December.

Reservoir Storage/Water Resource Zone Stocks

The reservoir storage levels have increased at 3 out of the 5 indicator sites. All the Indicator sites reported a normal storage level with the exception of Ardleigh reporting below normal storage level. The reservoir levels at all the sites are above their normal operating curves for the time of the year.

Environmental Impact

Majority of the support schemes had been able to turn off operation during December. The Lodes-Granta groundwater support scheme has 2 out of 6 pumps operating and there are no pumps operating at the Rhee, the Hiz, the Thet and the Little Ouse by the end of December.

Forward Look

Probabilistic ensemble projections for river flows at key sites

March 2021: There is a reduced probability of exceptionally low river flows at all the key sites with an increased probability of exceptionally high flows at the river Stiffkey, Ely Ouse and Ivel in March.

June 2021: There is a reduce probability of exceptionally low river flows at all the key sites with a reduce probability of notably low flows at majority of the key sites.

Probabilistic ensemble projections for groundwater levels in key aquifers

March 2021: The probability of groundwater levels to be in the below normal or lower category has reduced at all the key sites for March with an increased probability of exceptionally high groundwater levels at majority of the key sites.

September 2021: The probability of groundwater levels to be in the below normal or lower category has reduced at all the key sites with an increased probability of above normal groundwater levels at majority of the key indicator sites in September.

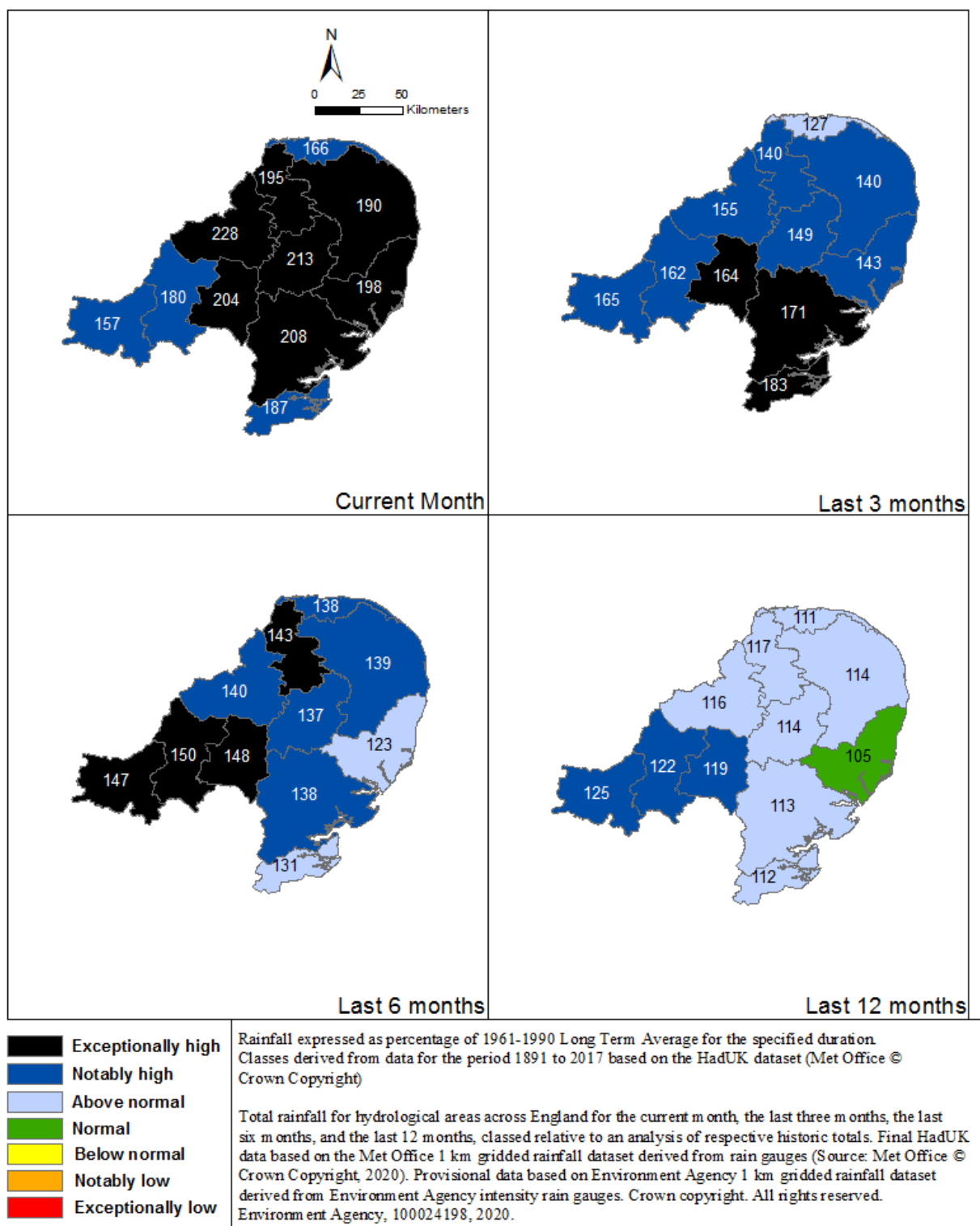
Author:

[Hydrology & Operations](#)

Contact details: 03708506506

Rainfall

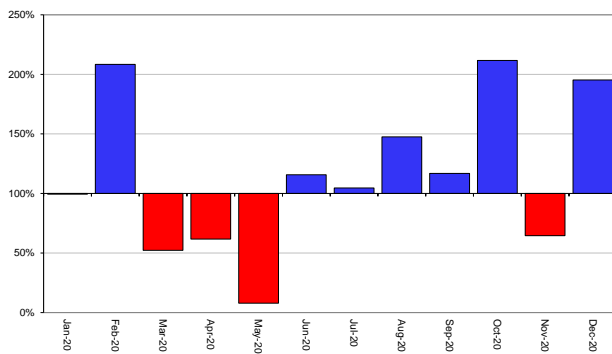
December 2020



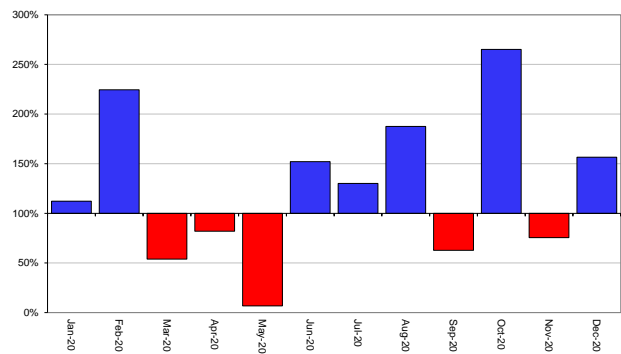
Above average rainfall

Below average rainfall

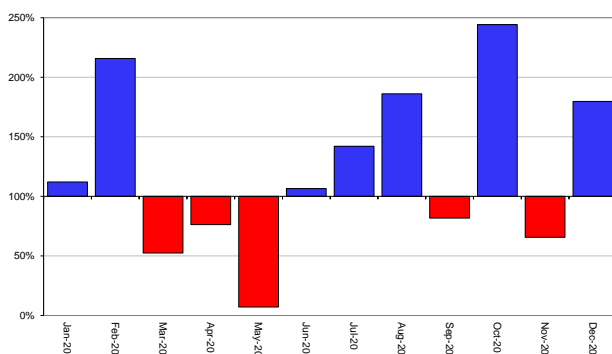
1-Month Period for East Anglia



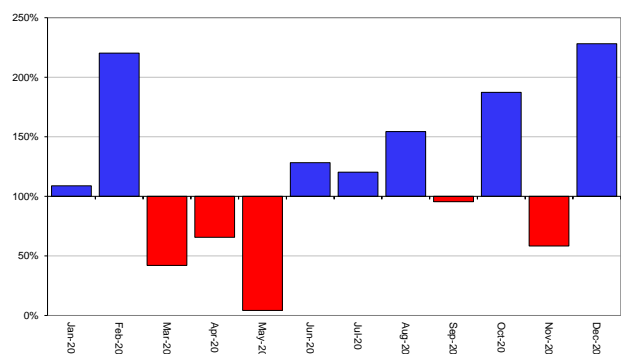
1-Month Period for Upper Bedford Ouse



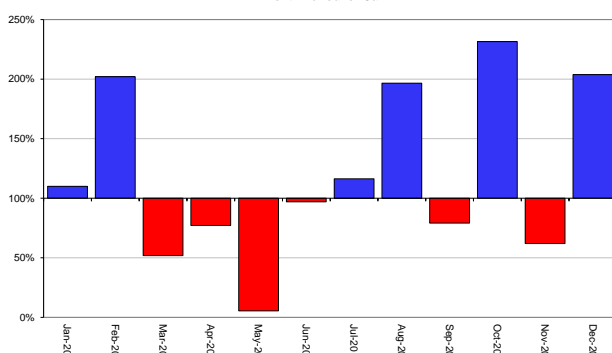
1-Month Period for Lower Bedford Ouse



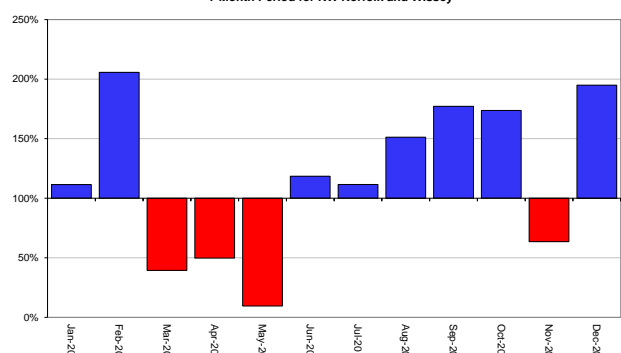
1-Month Period for Central Area Fenland



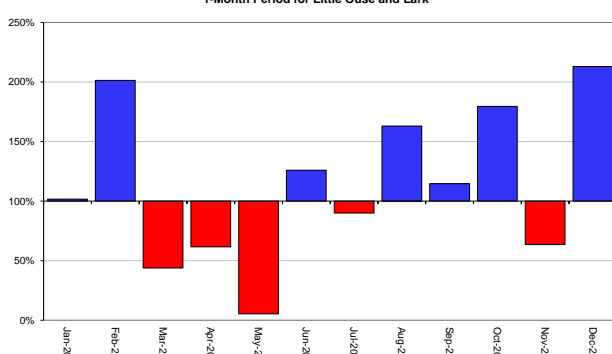
1-Month Period for Cam



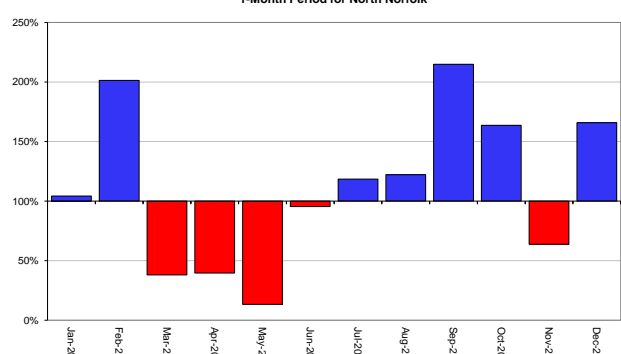
1-Month Period for NW Norfolk and Wissey



1-Month Period for Little Ouse and Lark



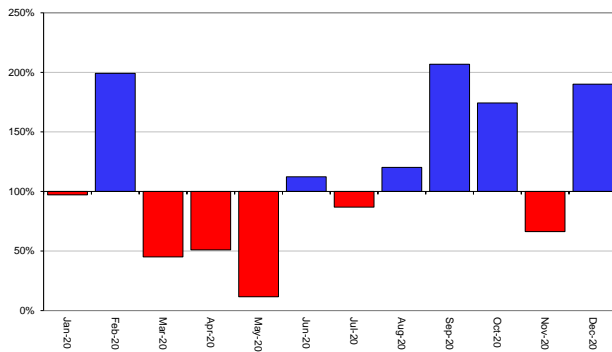
1-Month Period for North Norfolk



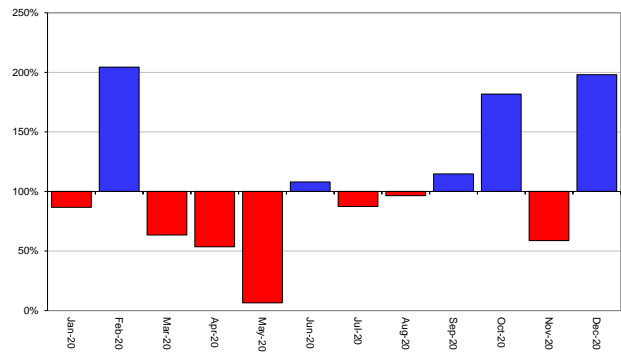
Above average rainfall

Below average rainfall

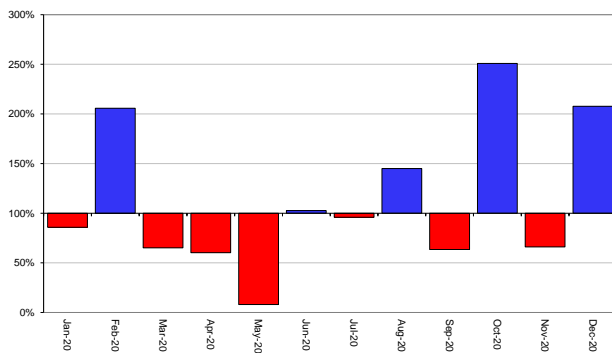
1-Month Period for Broadland Rivers



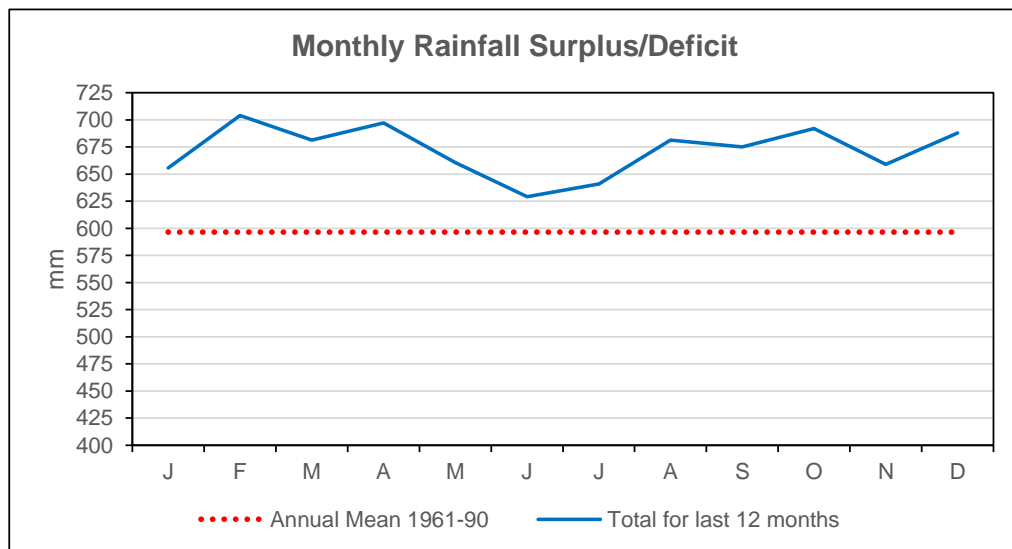
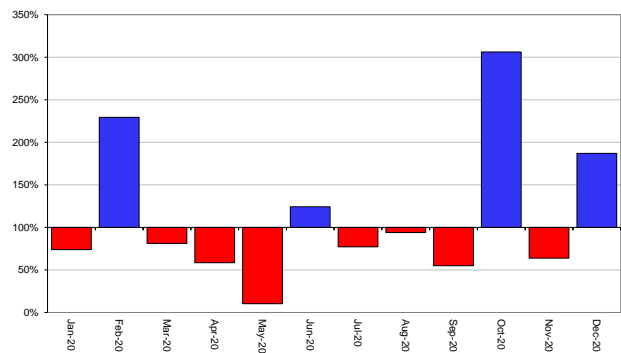
1-Month Period for East Suffolk



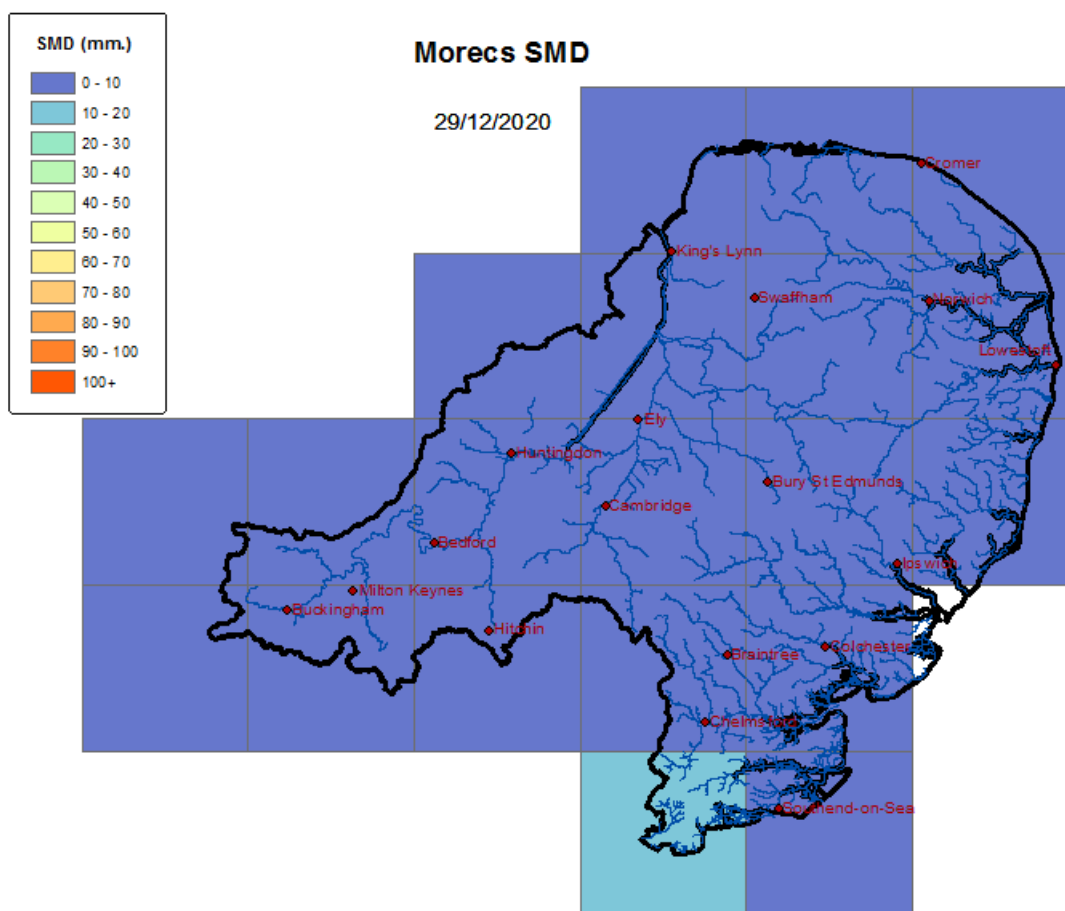
1-Month Period for North Essex



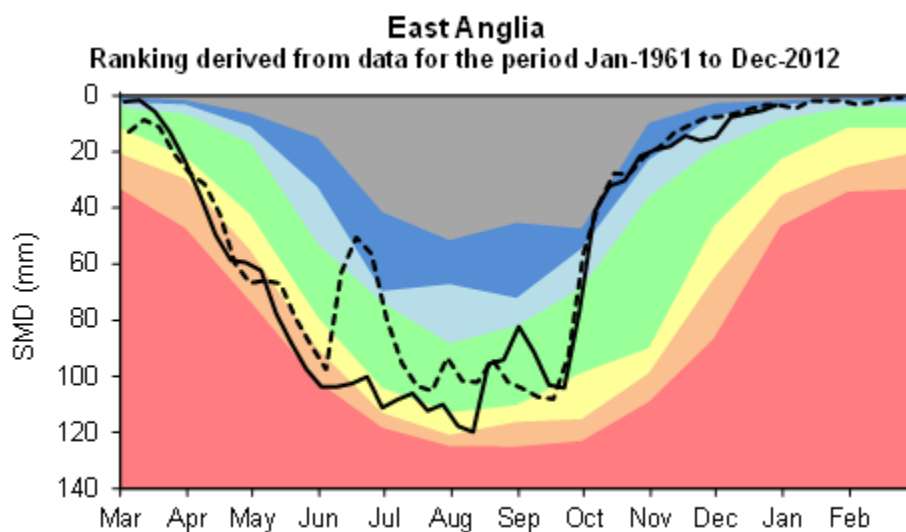
1-Month Period for South Essex



Soil Moisture Deficit

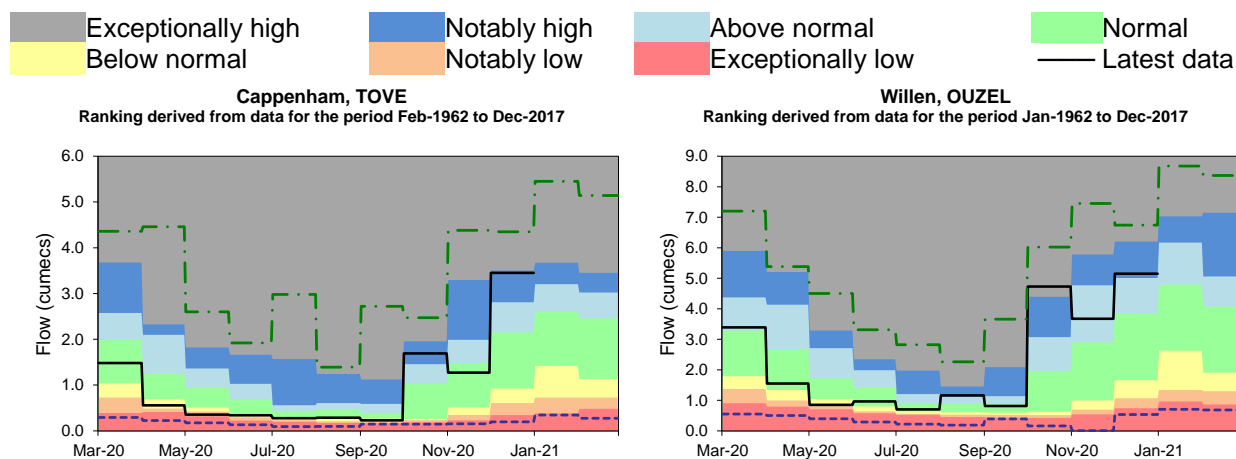
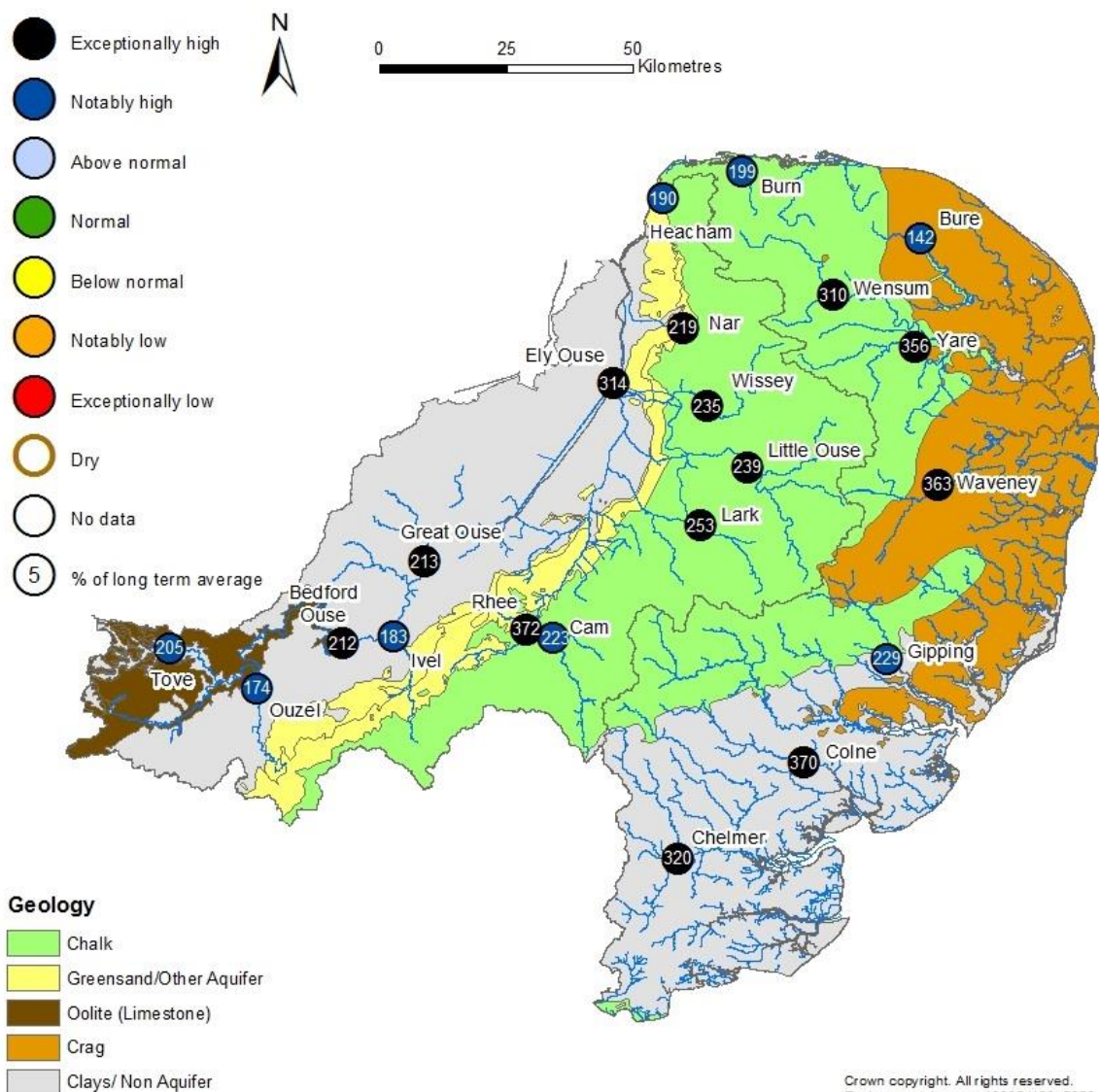


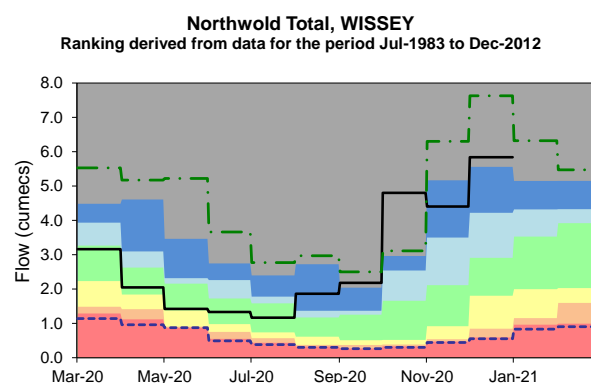
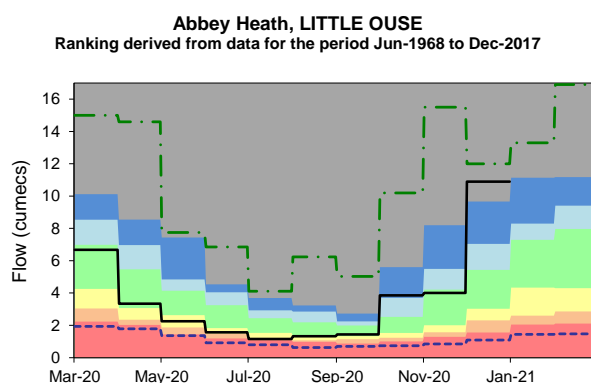
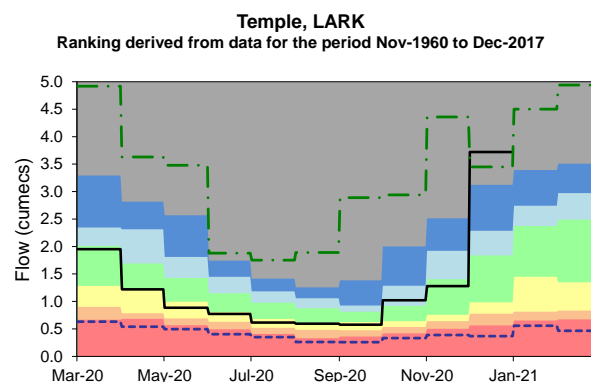
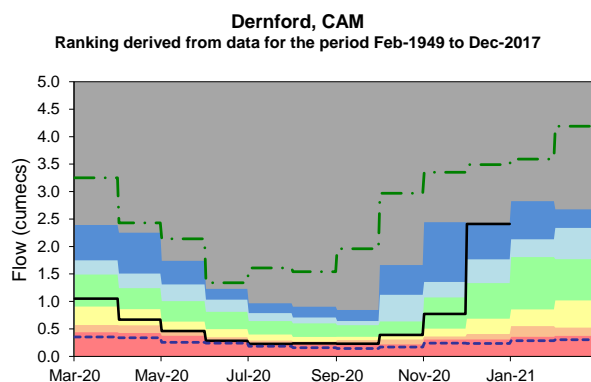
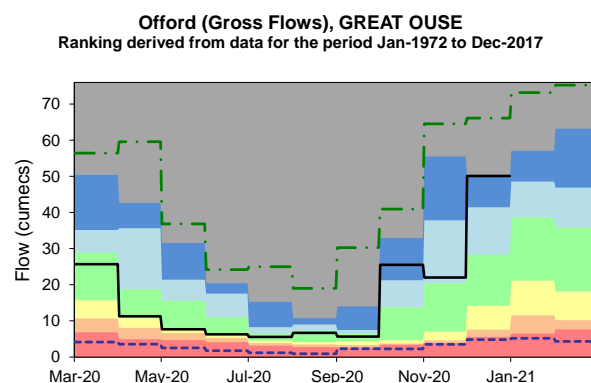
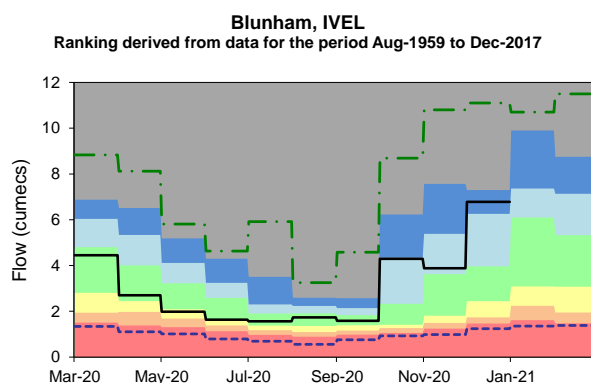
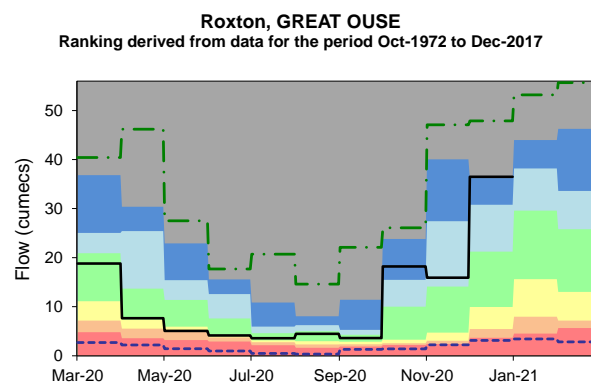
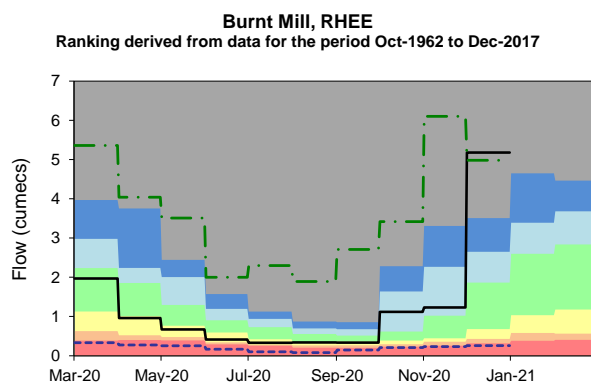
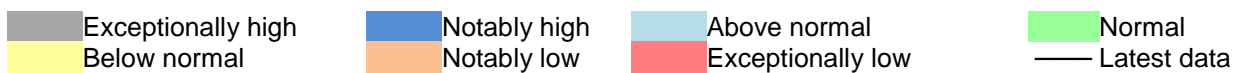
Data based on MORECS (Met Office © Crown Copyright)

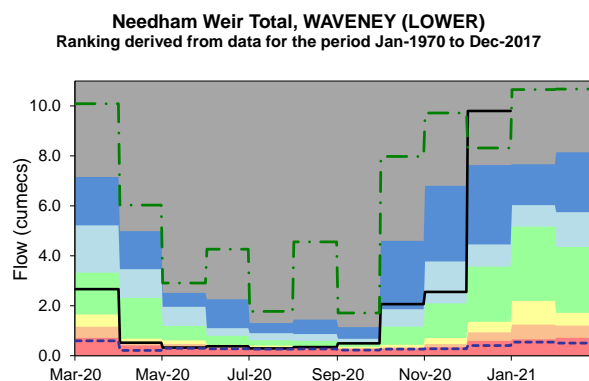
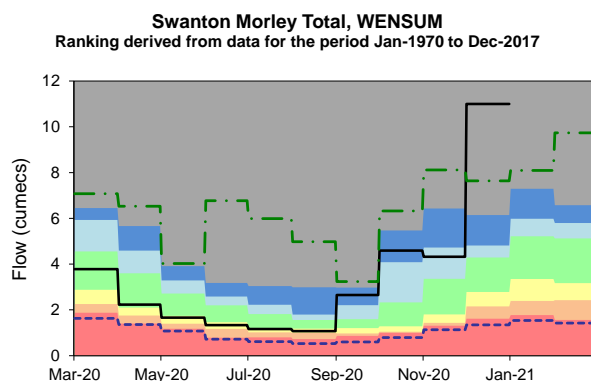
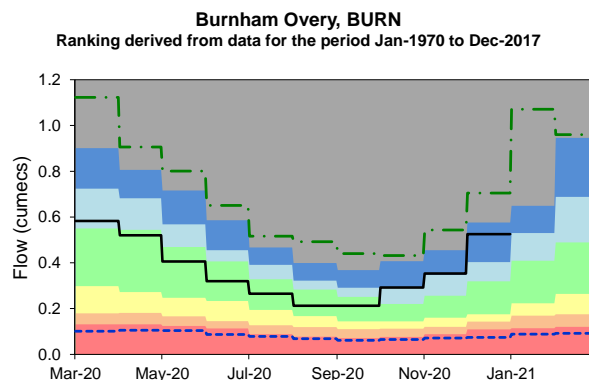
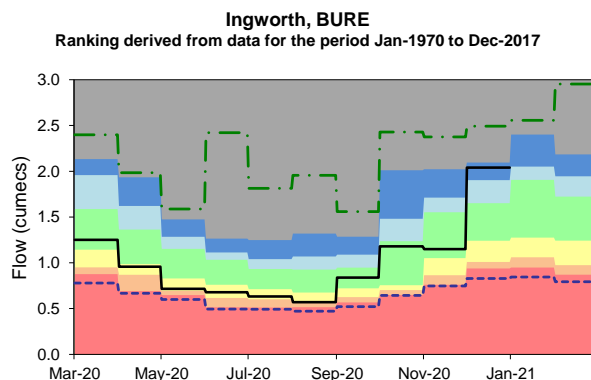
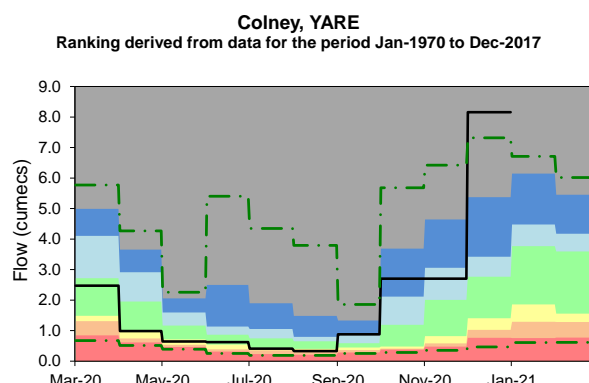
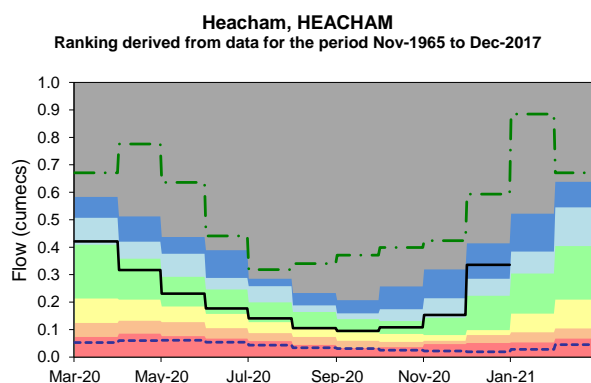
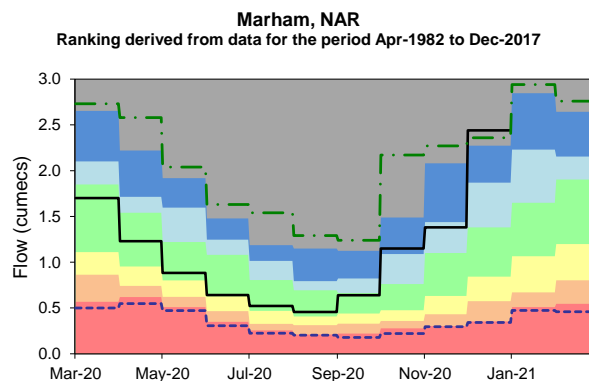
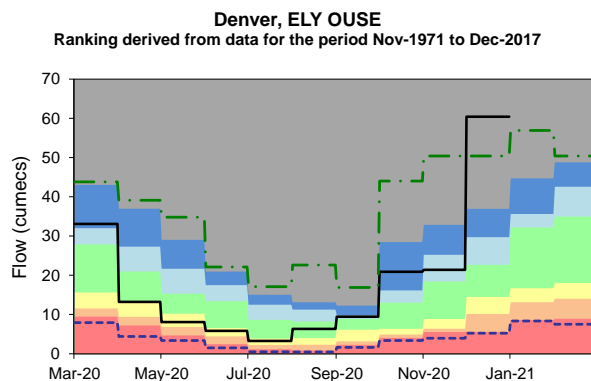
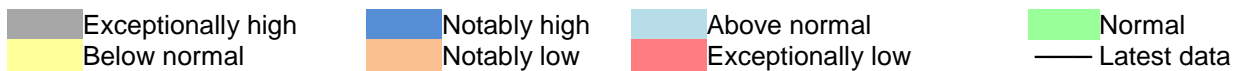


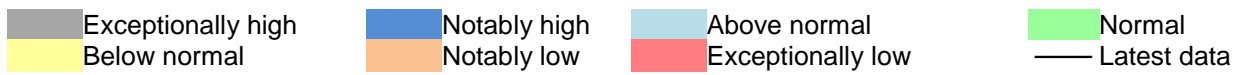
River Flow

December 2020



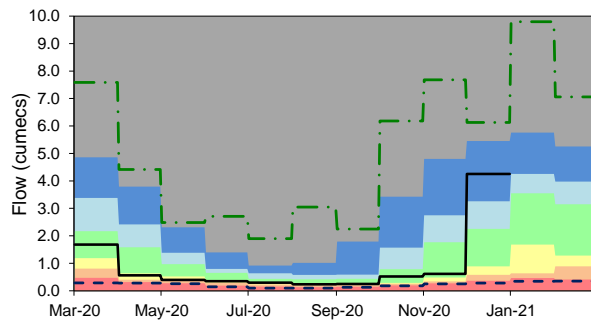






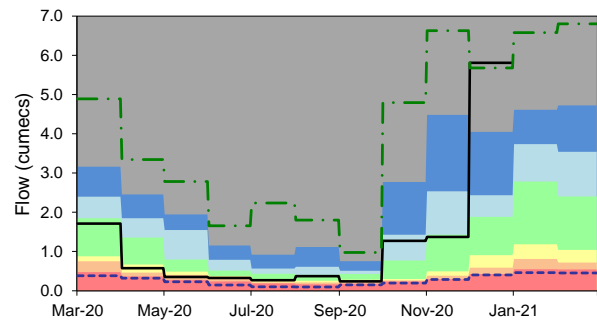
Bramford, GIPPING

Ranking derived from data for the period Jan-1970 to Dec-2017



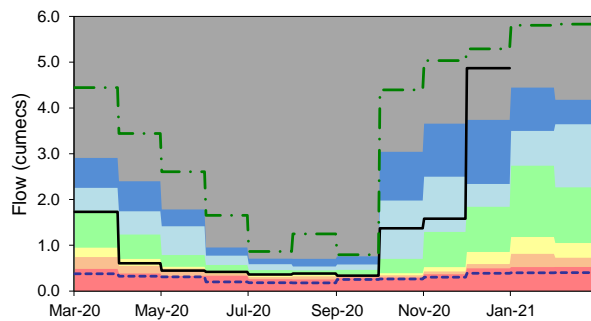
Lexden, COLNE

Ranking derived from data for the period Jan-1970 to Dec-2017



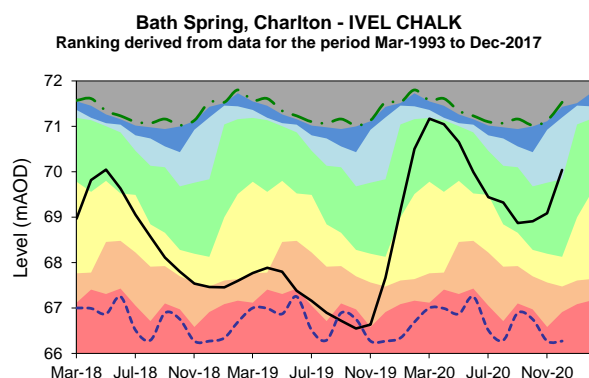
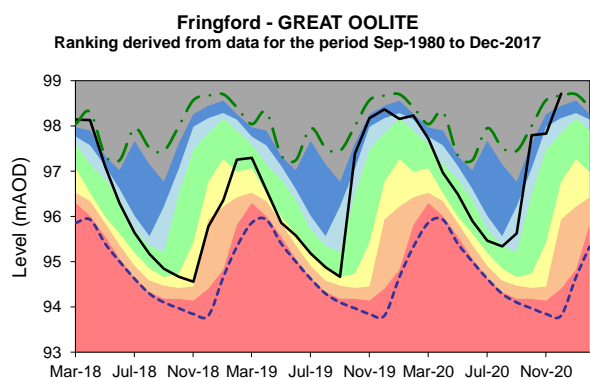
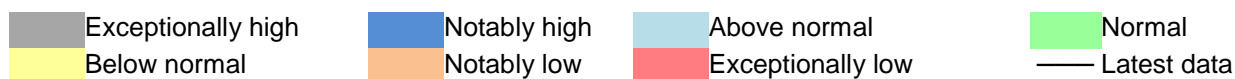
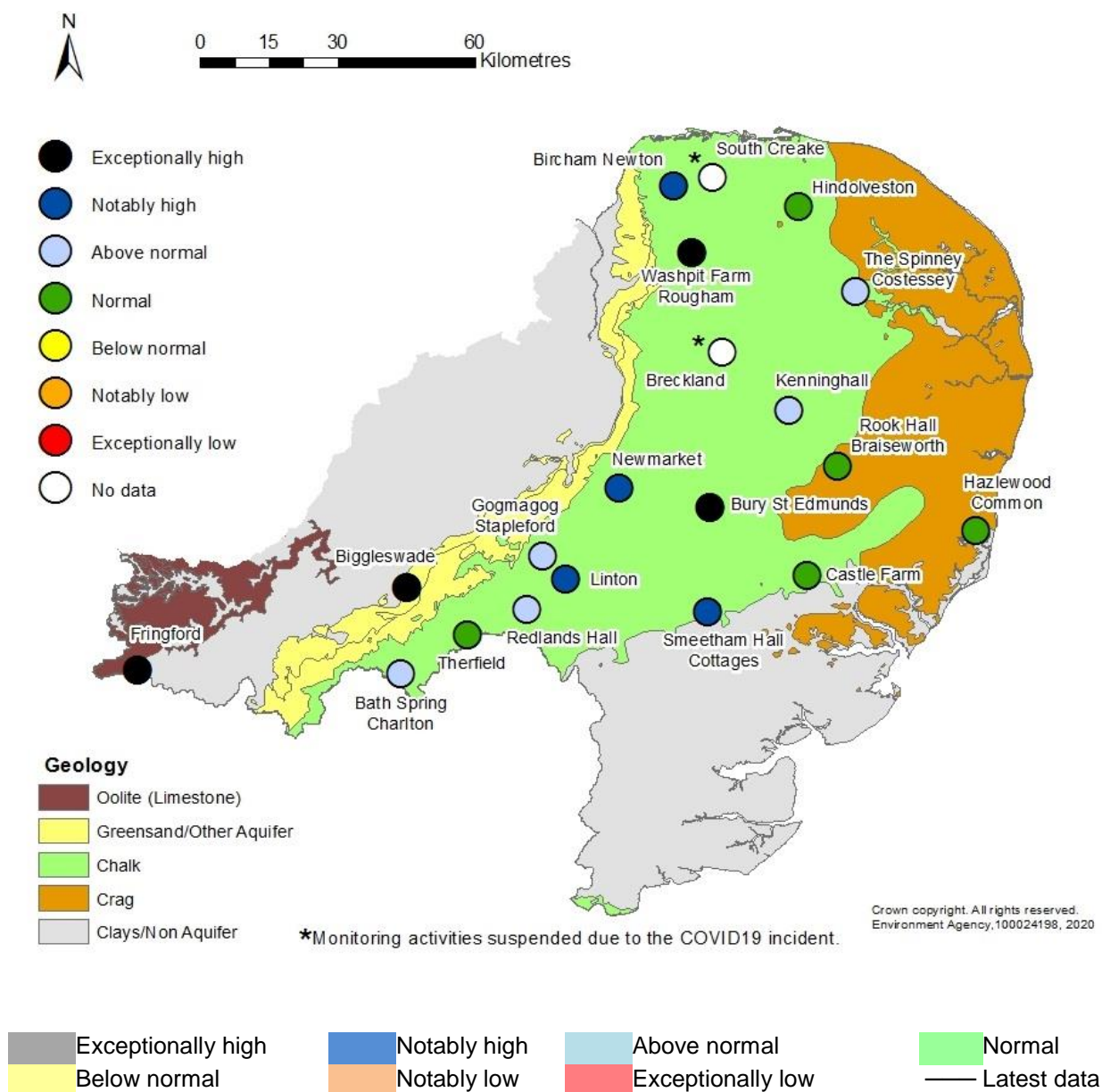
Springfield, CHELMER

Ranking derived from data for the period Jan-1970 to Dec-2017



Groundwater Levels

December 2020



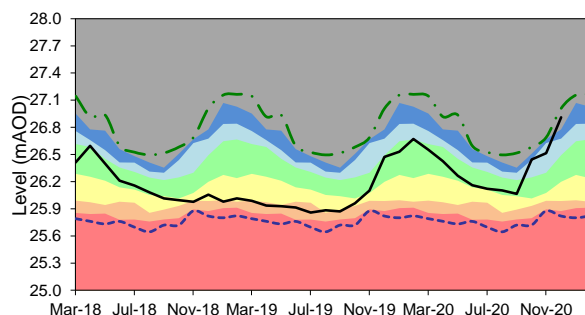
Exceptionally high
Below normal

Notably high
Notably low

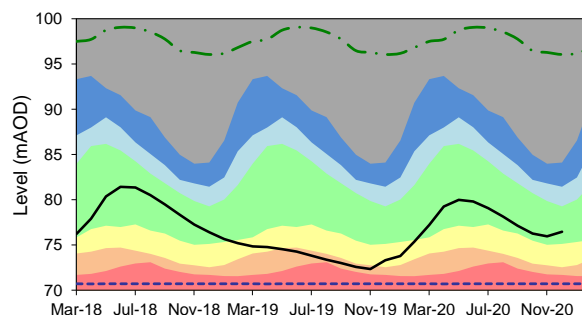
Above normal
Exceptionally low

Normal
— Latest data

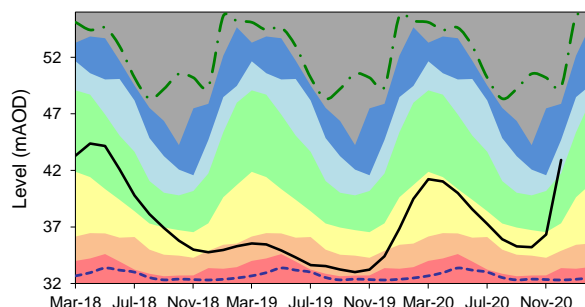
Biggleswade - IVEL SANDSTONE
Ranking derived from data for the period Mar-1968 to Dec-2017



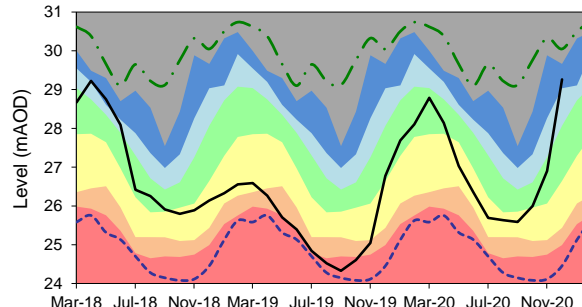
Therfield Rectory - N HERTS CHALK
Ranking derived from data for the period Jan-1883 to Dec-2017



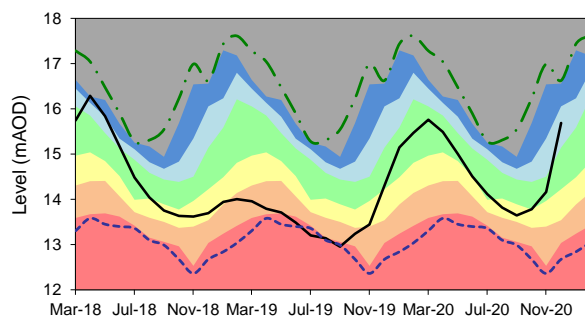
Redlands Hall, Ickleton - CAM CHALK
Ranking derived from data for the period Aug-1963 to Dec-2017



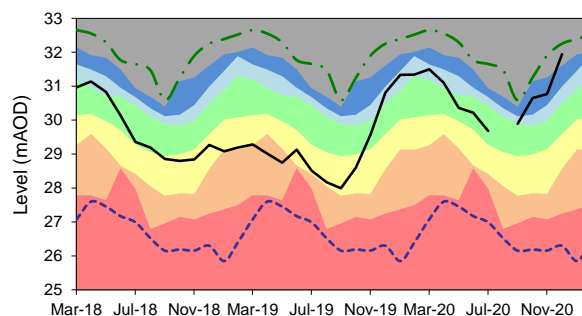
Linton - CAM CHALK
Ranking derived from data for the period Jan-1980 to Dec-2017



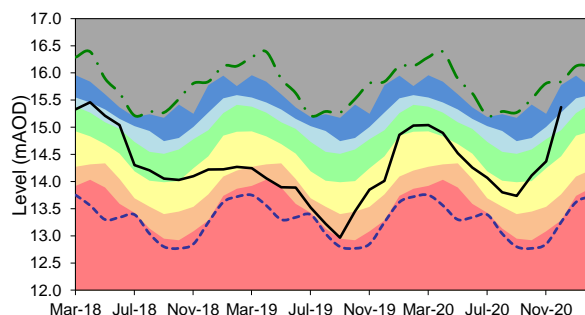
Gog Magog, Stapleford - CAM CHALK
Ranking derived from data for the period Jan-1980 to Dec-2017



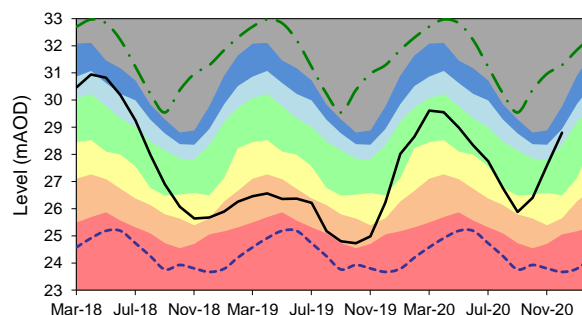
Bury St Edmunds - UPPER LARK CHALK
Ranking derived from data for the period May-1983 to Dec-2017



Newmarket - SNAIL CHALK
Ranking derived from data for the period Feb-1983 to Dec-2017



Kenninghall - LITTLE OUSE CHALK
Ranking derived from data for the period Aug-1973 to Dec-2017



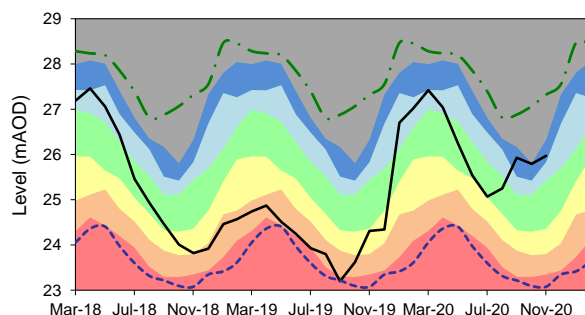
Exceptionally high
Below normal

Notably high
Notably low

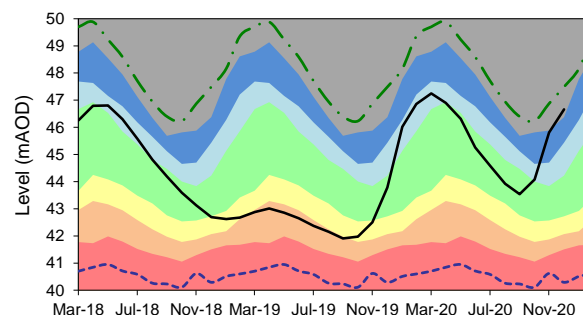
Above normal
Exceptionally low

Normal
— Latest data

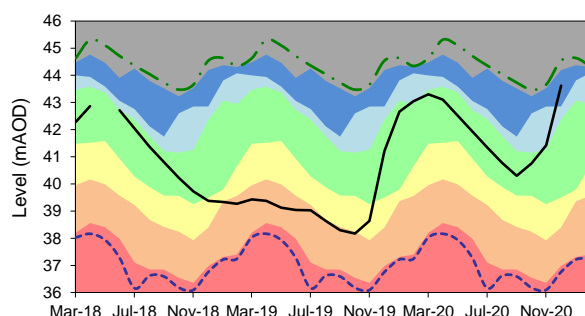
Breckland - WISSEY CHALK
Ranking derived from data for the period Jan-1971 to Nov-2017



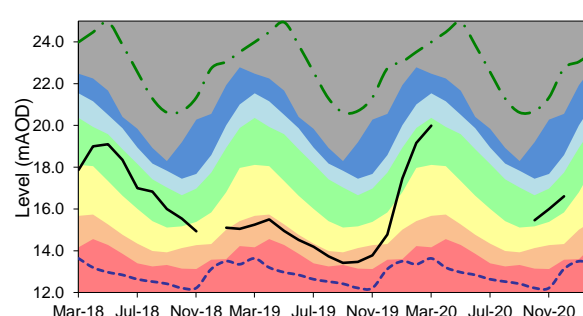
Washpit Farm, Rougham - NW NORFOLK CHALK
Ranking derived from data for the period May-1950 to Dec-2017



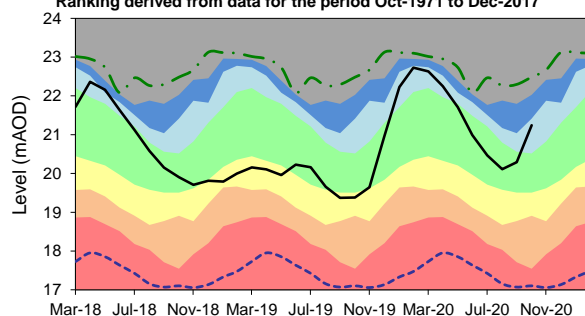
Bircham Newton - NW NORFOLK CHALK
Ranking derived from data for the period Mar-1995 to Sep-2017



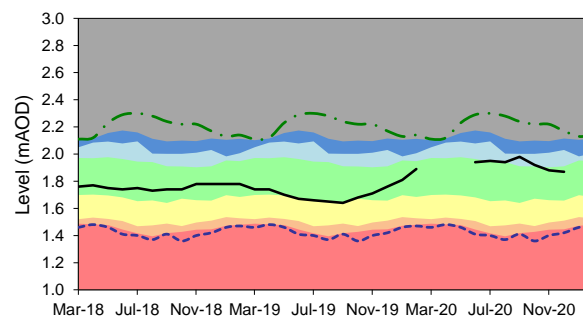
Castle Farm, Offton - MID SUFFOLK CHALK
Ranking derived from data for the period Mar-1967 to Dec-2017



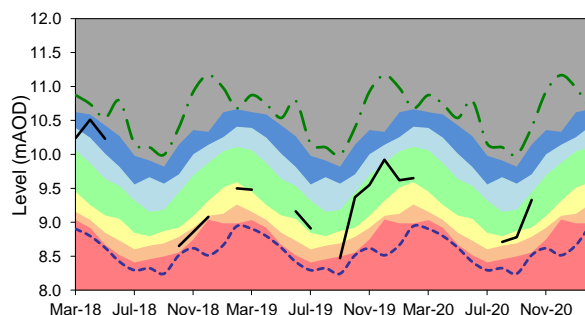
Old Primary School, South Creak
NW NORFOLK CHALK
Ranking derived from data for the period Oct-1971 to Dec-2017



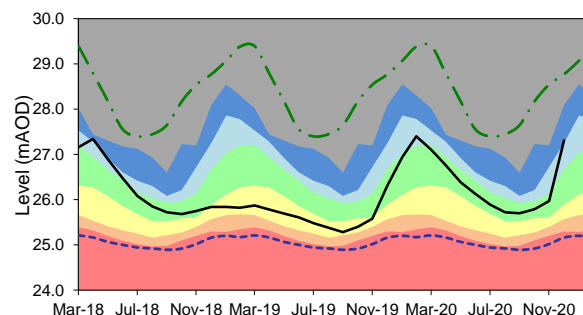
Hazlewood Common - SUFFOLK CRAG
Ranking derived from data for the period Oct-1988 to Feb-2020

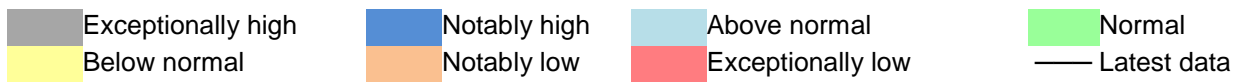


The Spinney, Costessey - WENSUM CHALK
Ranking derived from data for the period Oct-1971 to Dec-2017

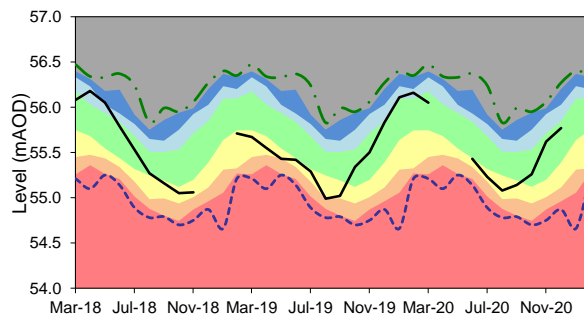


Smeetham Hall Cottages, Bulmer - ESSEX CHALK
Ranking derived from data for the period Jan-1964 to Dec-2017

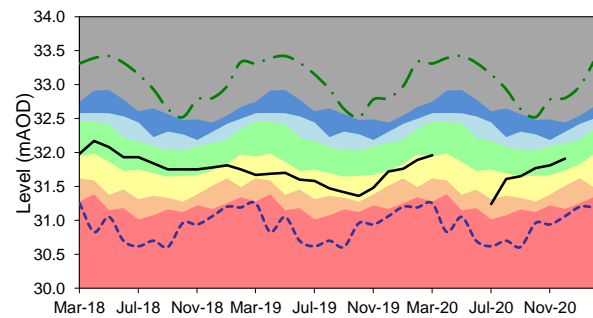




Hindolveston - NORFOLK CHALK
Ranking derived from data for the period Sep-1984 to Nov-2017

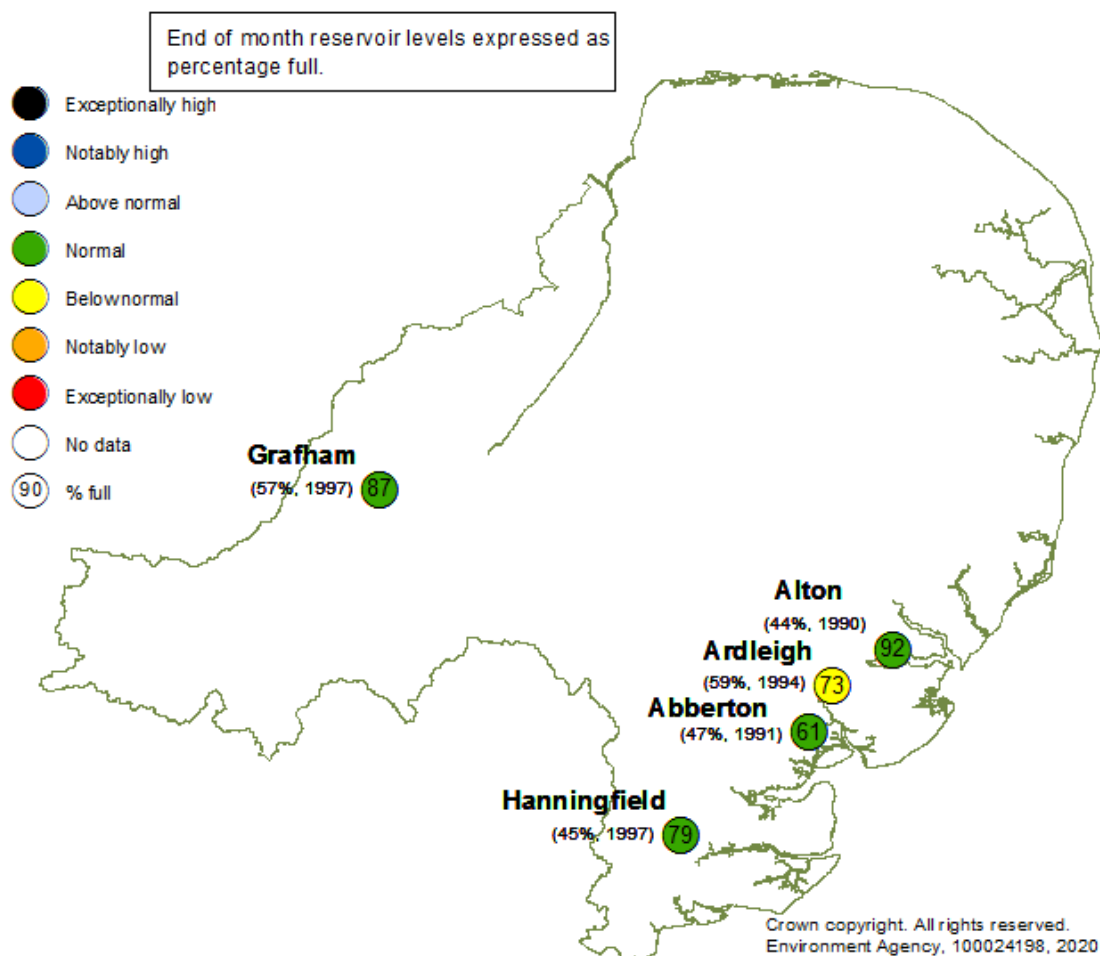


Rook Hall, Braiseworth - SUFFOLK CHALK
Ranking derived from data for the period Jan-1980 to Dec-2017

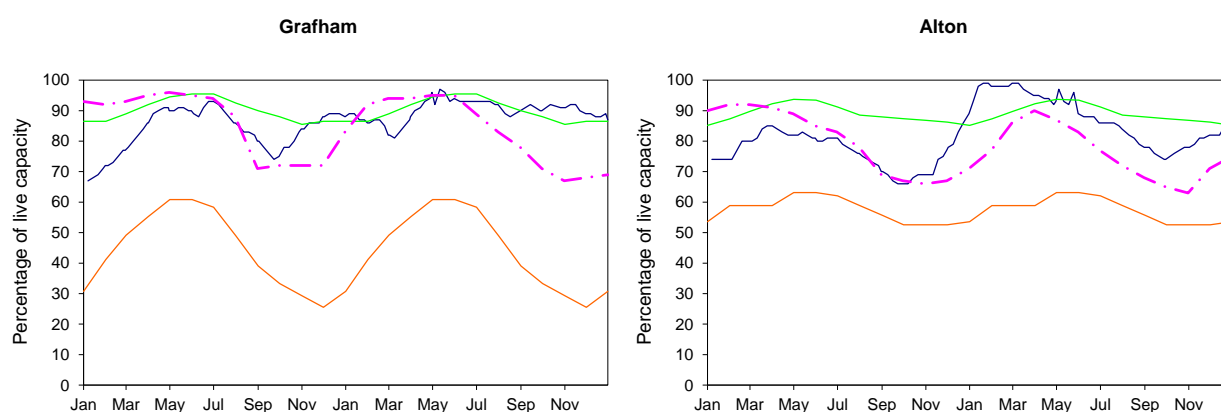


Reservoir Stocks

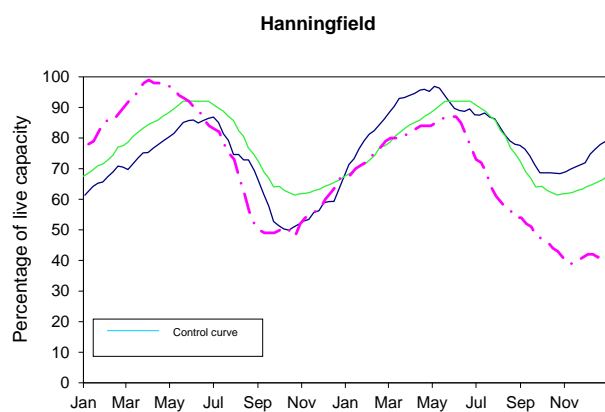
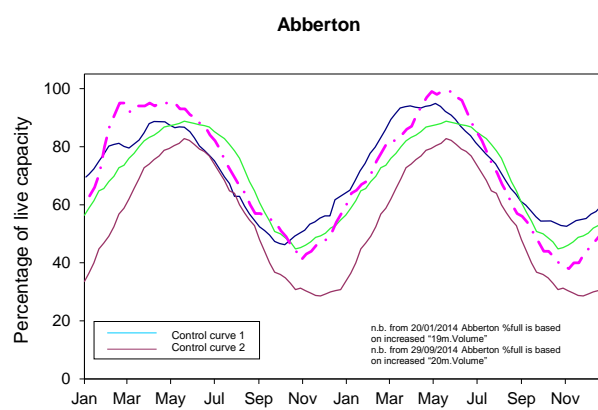
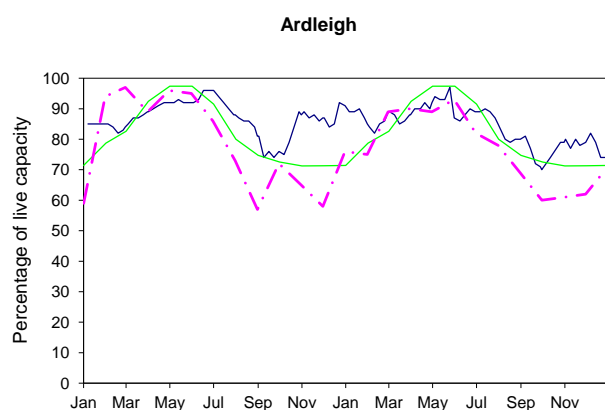
December 2020



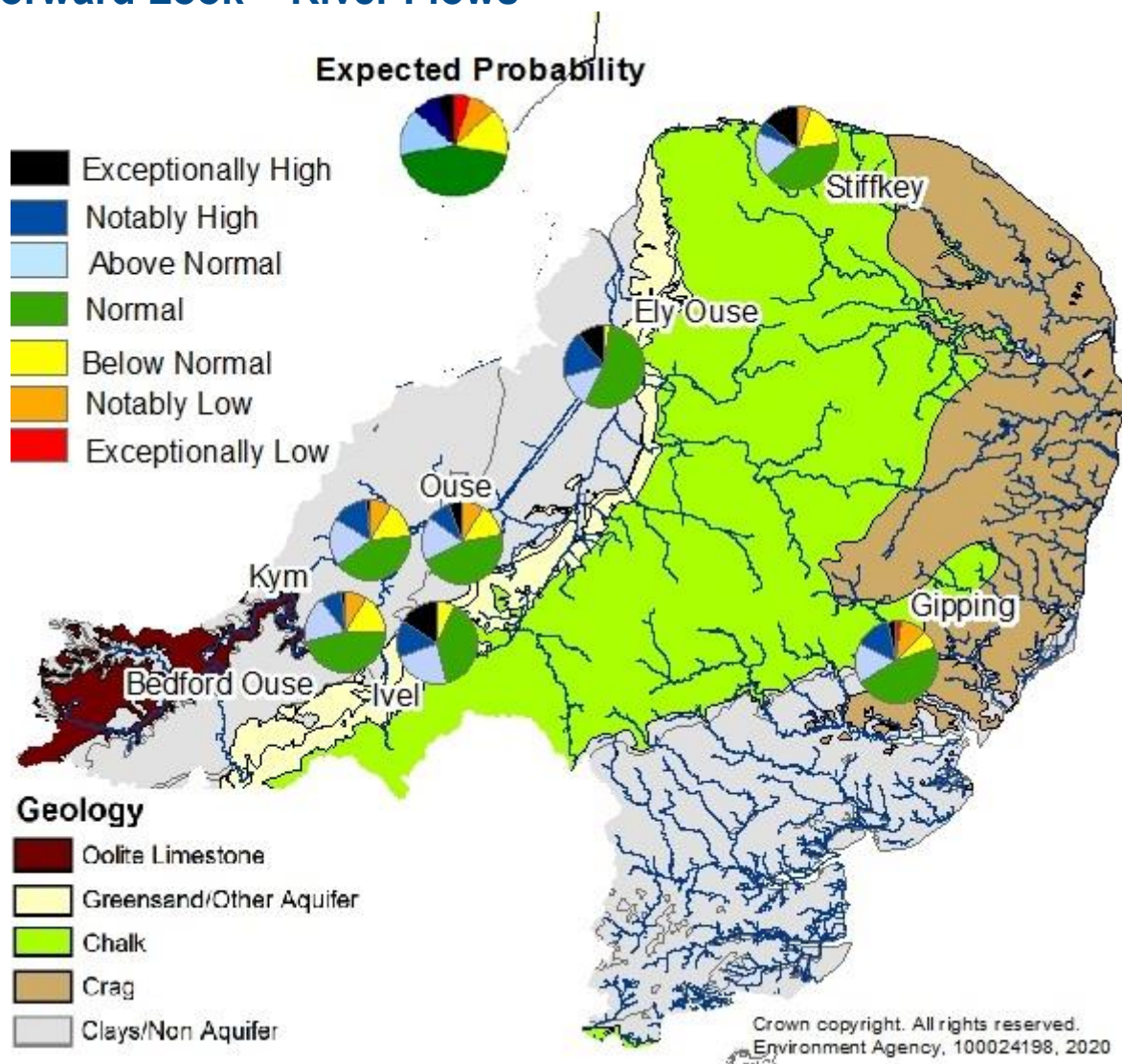
— 2020-2021 — Normal Operating Curve — Drought Alert Curve - - 1995-1996



— 2020-2021 — Normal Operating Curve — Drought Alert Curve — 1995-1996



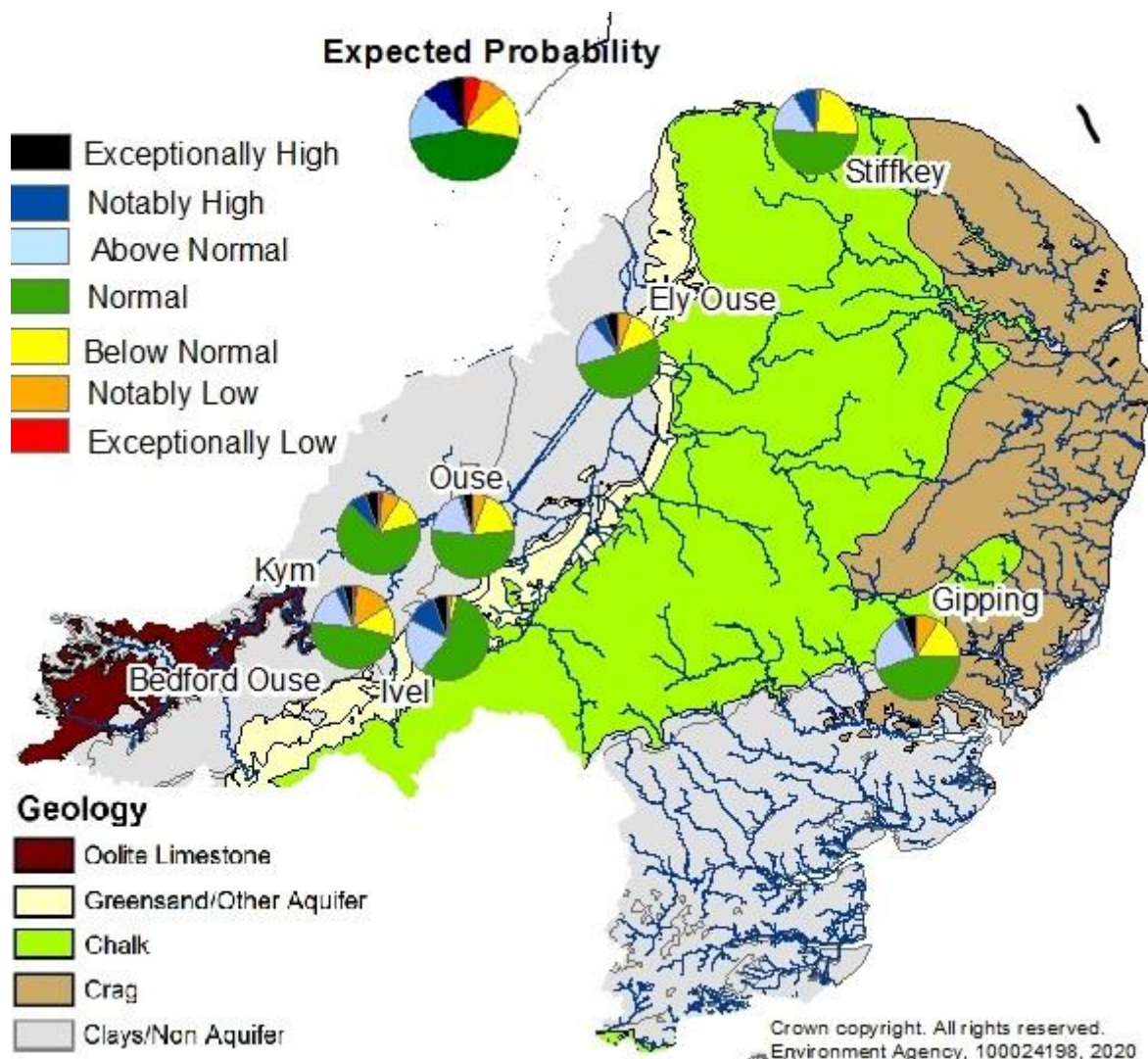
Forward Look – River Flows



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of river flows at key indicator sites in March 2021. Pie charts indicate probability, based on climatology, of the surface water flow at each site being e.g. exceptionally low for the time of year. (Source: [Centre for Ecology and Hydrology](#), Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.

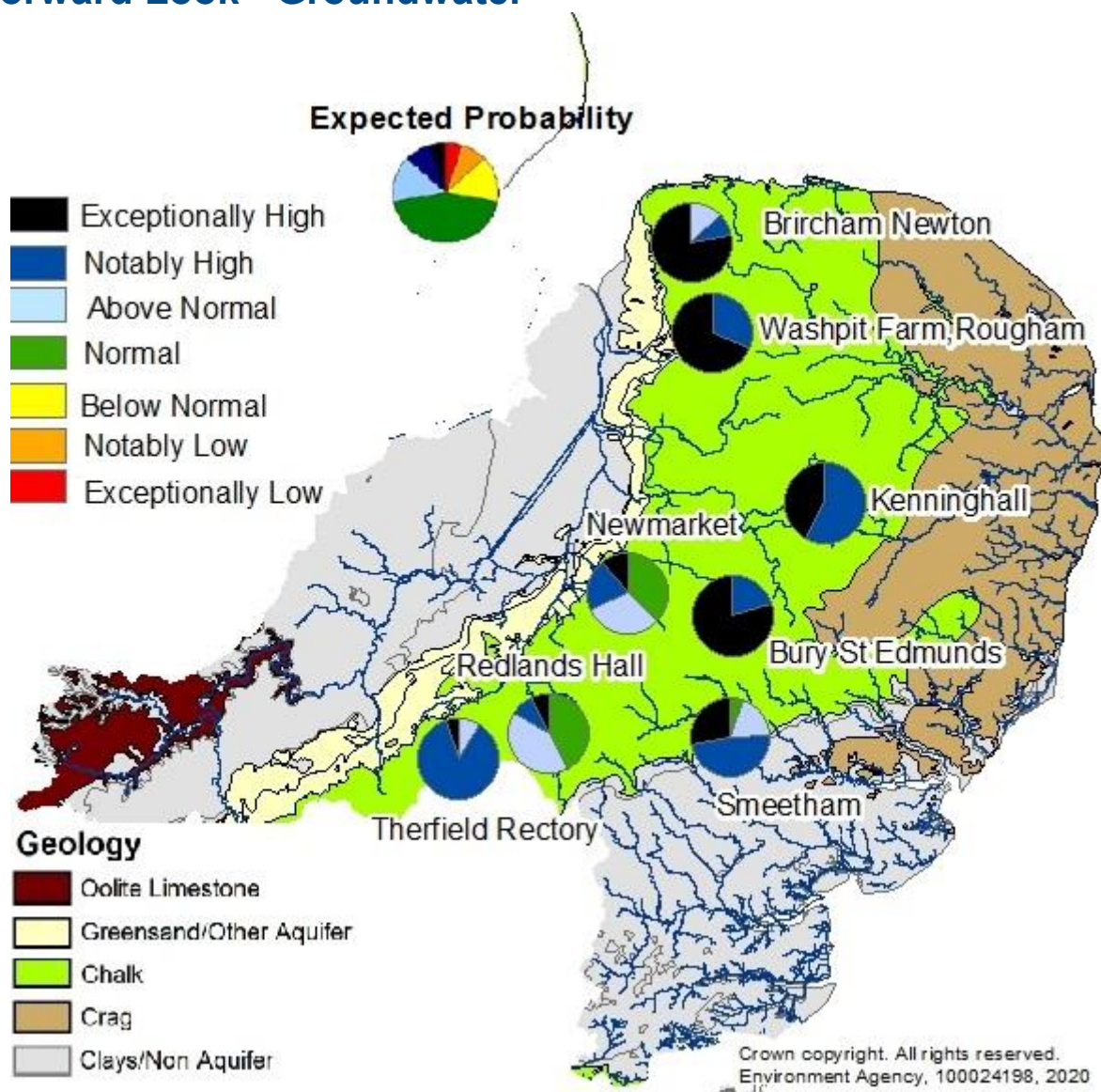
[^] "Naturalised" flows are projected for these sites'



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

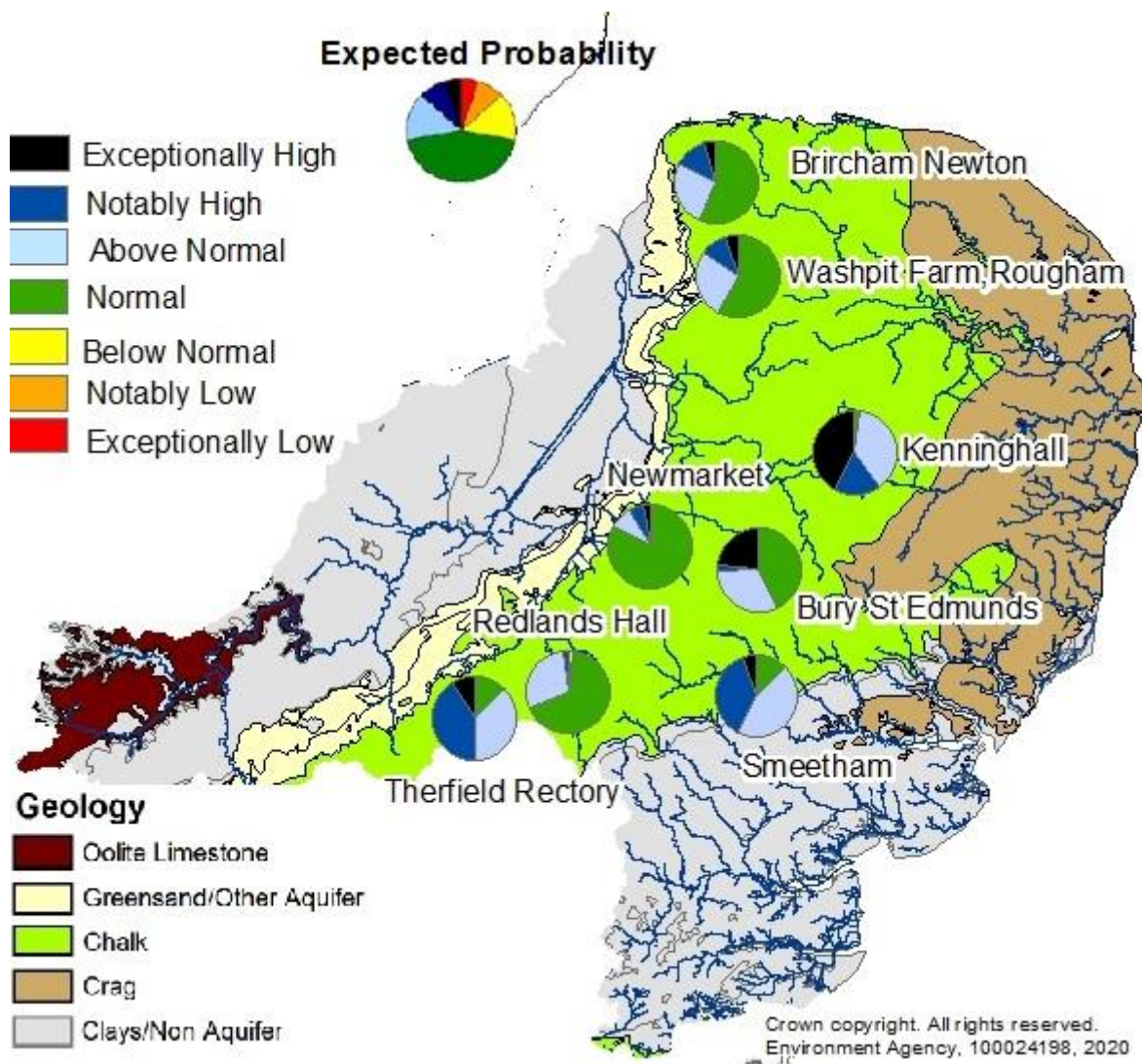
Probabilistic ensemble projections of river flows at key indicator sites in June 2021. Pie charts indicate probability, based on climatology, of the surface water flow at each site being e.g. exceptionally low for the time of year. (Source: [Centre for Ecology and Hydrology](#), Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020

Forward Look - Groundwater



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of groundwater levels at key indicator sites for end of March 2021. Pie charts indicate probability, based on climatology, of the groundwater level at each site being e.g. exceptionally low for the time of year. (Source: Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of groundwater levels at key indicator sites for end of September 2021. Pie charts indicate probability, based on climatology, of the groundwater level at each site being e.g. exceptionally low for the time of year. (Source: Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.

Glossary

Term

Definition

Aquifer	A geological formation able to store and transmit water.
Areal average rainfall	The estimated average depth of rainfall over a defined area. Expressed in depth of water (mm).
Artesian	The condition where the groundwater level is above ground surface but is prevented from rising to this level by an overlying continuous low permeability layer, such as clay.
Artesian borehole	Borehole where the level of groundwater is above the top of the borehole and groundwater flows out of the borehole when unsealed.
Cumecs	Cubic metres per second (m ³ s ⁻¹)
Effective rainfall	The rainfall available to percolate into the soil or produce river flow. Expressed in depth of water (mm).
Flood Alert/Flood Warning	Three levels of warnings may be issued by the Environment Agency. Flood Alerts indicate flooding is possible. Flood Warnings indicate flooding is expected. Severe Flood Warnings indicate severe flooding.
Flow	The water passing in the river, as measured.
Groundwater	The water found in an aquifer, as measured.
Flood Alert/Flood Warning	Three levels of warnings may be issued by the Environment Agency. Flood Alerts indicate flooding is possible. Flood Warnings indicate flooding is expected. Severe Flood Warnings indicate severe flooding.
Groundwater	The water found in an aquifer.
Long term average (LTA)	The arithmetic mean calculated from the historic record, usually based on the period 1961-1990. However, the period used may vary by parameter being reported on (see figure captions for details).
mAOD	Metres Above Ordnance Datum (mean sea level at Newlyn Cornwall).
MORECS	Met Office Rainfall and Evaporation Calculation System. Met Office service providing real time calculation of evapotranspiration, soil moisture deficit and effective rainfall on a 40 x 40 km grid.
Naturalised flow	River flow with the impacts of artificial influences removed. Artificial influences may include abstractions, discharges, transfers, augmentation and impoundments.
NCIC	National Climate Information Centre. NCIC area monthly rainfall totals are derived using the Met Office 5 km gridded dataset, which uses rain gauge observations.
Recharge	The process of increasing the water stored in the saturated zone of an aquifer. Expressed in depth of water (mm).
Reservoir gross capacity	The total capacity of a reservoir.
Reservoir live capacity	The capacity of the reservoir that is normally usable for storage to meet established reservoir operating requirements. This excludes any capacity not available for use (e.g. storage held back for emergency services, operating agreements or physical restrictions). May also be referred to as 'net' or 'deployable' capacity.
Soil moisture deficit (SMD)	The difference between the amount of water actually in the soil and the amount of water the soil can hold. Expressed in depth of water (mm).

Categories

Exceptionally high
Notably high
Above normal
Normal
Below normal
Notably low
Exceptionally low

Value likely to fall within this band 5% of the time
Value likely to fall within this band 8% of the time
Value likely to fall within this band 15% of the time
Value likely to fall within this band 44% of the time
Value likely to fall within this band 15% of the time
Value likely to fall within this band 8% of the time
Value likely to fall within this band 5% of the time

Monthly water situation report

East Anglia

Summary – November 2020

November was a dry month with below normal rainfall across East Anglia. The river flows at majority of the indicator sites has reported an above normal flows with below normal Soil Moisture Deficit (SMD) of 15 mm. The groundwater levels has increased at majority of the indicator sites despite the low rainfall in the area. The reservoir levels have continued to increase at majority of the sites and some of the groundwater support schemes have been able to reduced operation.

Rainfall

East Anglia received below normal amount of rainfall in November making a total average rainfall of 38 mm which results in 65% of the monthly Long Term Average (LTA) for the area. The rainfall totals were fairly consistent with below normal category across all sub-catchments with the exception of Upper Bedford Ouse receiving a normal amount of rainfall and Central area Fenland receiving notably low rainfall (relative to the monthly LTA). The 12 months rainfall surplus has decreased to 659 mm.

Soil Moisture Deficit/Recharge

The Soil Moisture Deficit (SMD) continue to improve across East Anglia with an average SMD of 15 mm in November. The SMD across the area is classified as below normal for the time of the year.

River Flows

River flows has increased at majority of the sites in November with majority of the indicator sites reporting above normal flows. Out of the 21 indicator sites all sites are classified as normal or higher category with the River Wissey and the River Burn reporting a notably high flows.

Groundwater Levels

Groundwater levels has continue to increase at majority of the indicator sites in November. Out of the 20 indicator sites all the sites has reported a normal category or higher groundwater levels with the exception of Redlands Hall in the Cam chalk which has reported below normal ground water levels.

Reservoir Storage/Water Resource Zone Stocks

Reservoirs storage level has increased at majority of the indicator sites in November with all the sites reporting a normal reservoirs levels. Levels at majority of the sites remain above their normal operating curve.

Environmental Impact

The Lodes-Granta groundwater support scheme has 4 out of 6 pumps operating with 1 of the pump operating 24 hours a day. The Rhee groundwater support scheme has 3 out of 8 pumps operating and there are no pumps operating at the Hiz, the Thet and the Little Ouse in November.

Forward Look

Probabilistic ensemble projections for river flows at key sites

December 2020: There is a reduced probability of exceptionally low flows at all the key sites in December and a reduced probability of notably low and below normal flows at majority of the key sites with the exception of the river Ely Ouse.

March 2021: There is a reduced probability of exceptionally low flows at all the key sites with an increase probability of exceptionally high flows at the river Stiffkey and the river Ivel in March.

Probabilistic ensemble projections for groundwater levels in key aquifers

March 2021: There is a reduced probability of exceptionally low and notably low groundwater levels at all the key sites with a reduced probability of below normal levels at majority of the indicator sites in March.

September 2021: There is a reduced probability of exceptionally low and notably low groundwater levels at all the key sites with an increased probability of normal groundwater levels at majority of the key sites in September.

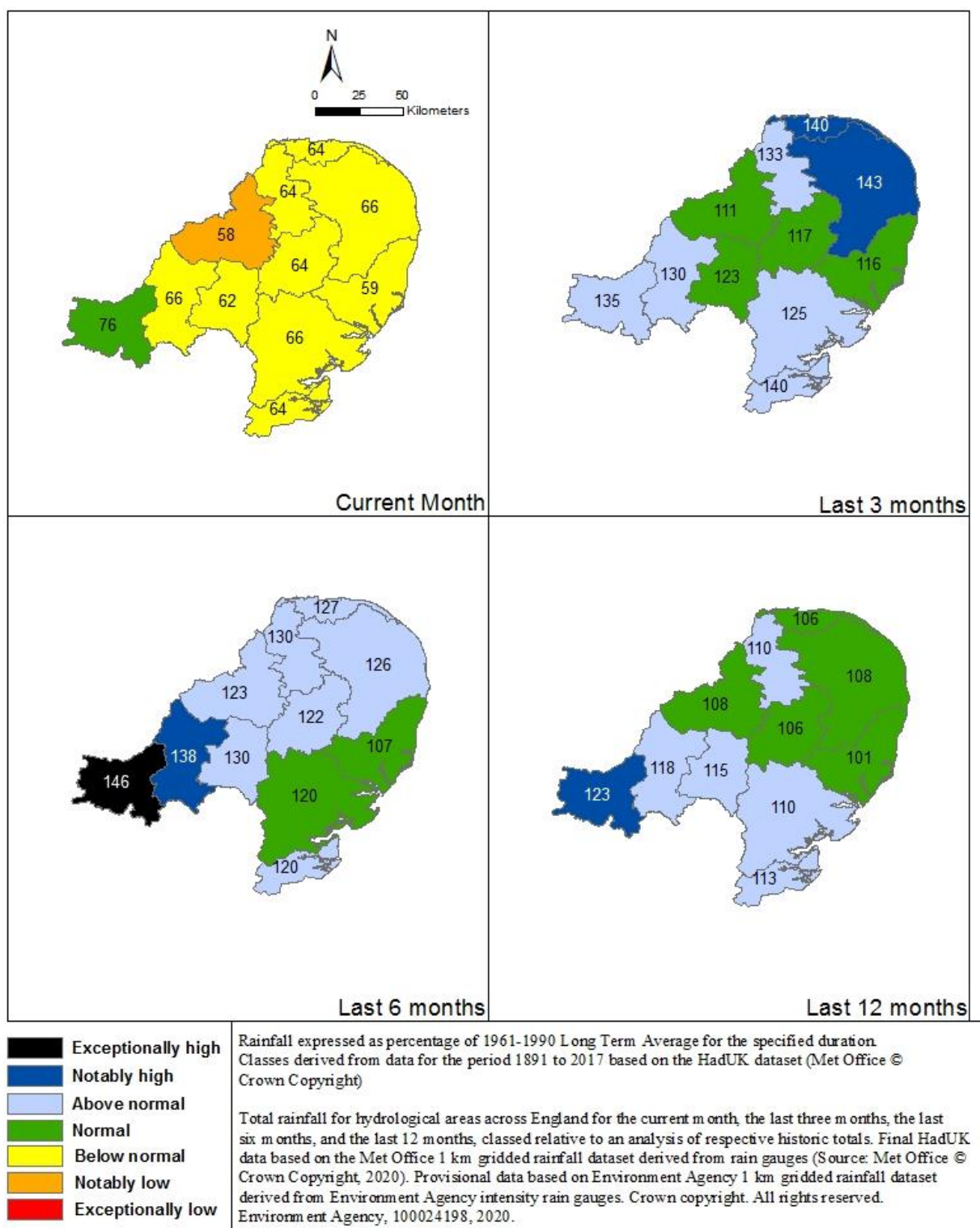
Author:

[Hydrology & Operations](#)

Contact details: 03708506506

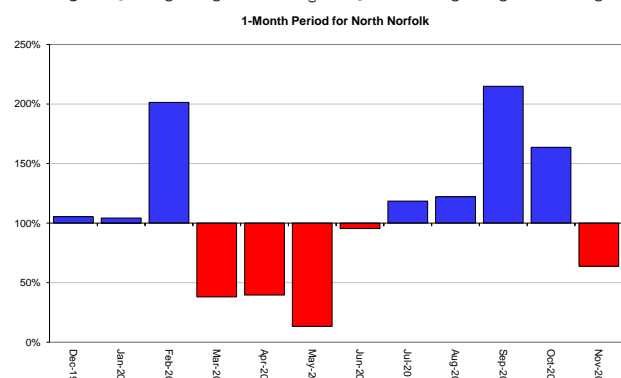
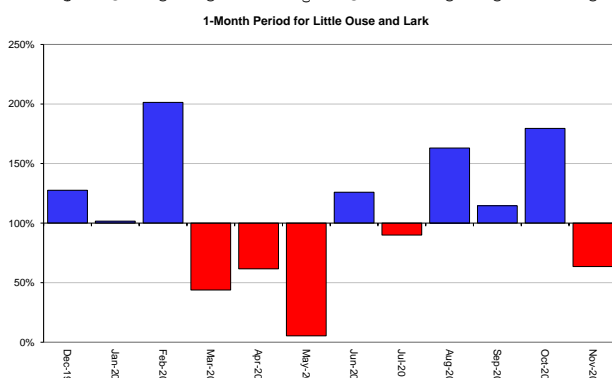
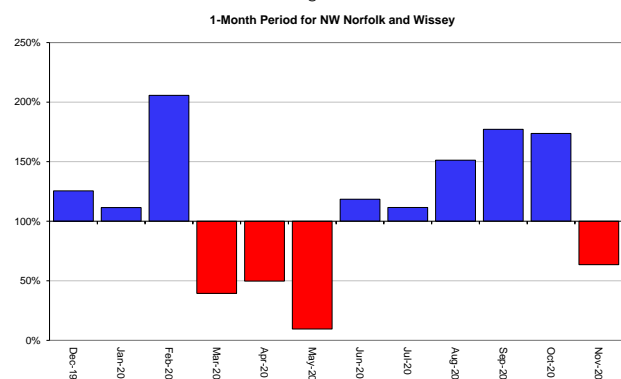
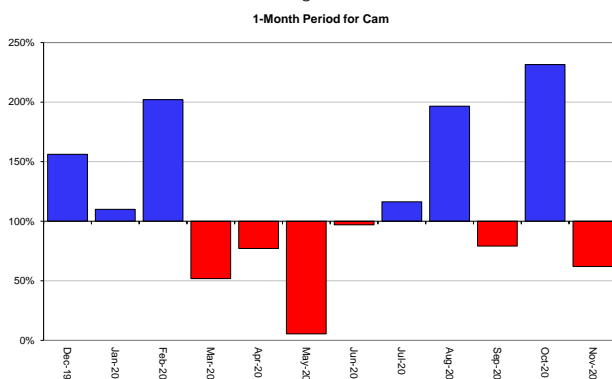
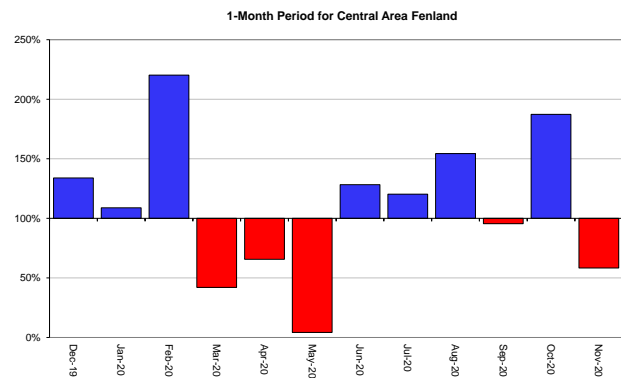
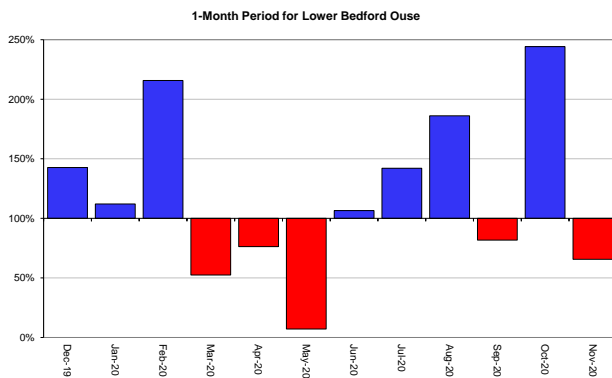
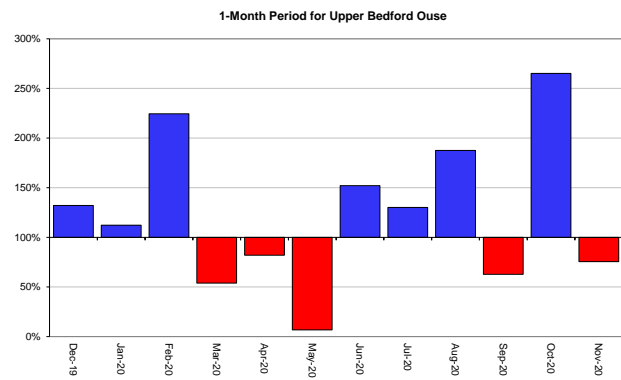
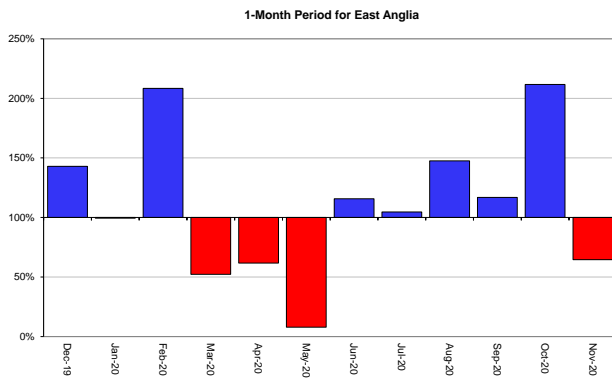
Rainfall

November 2020



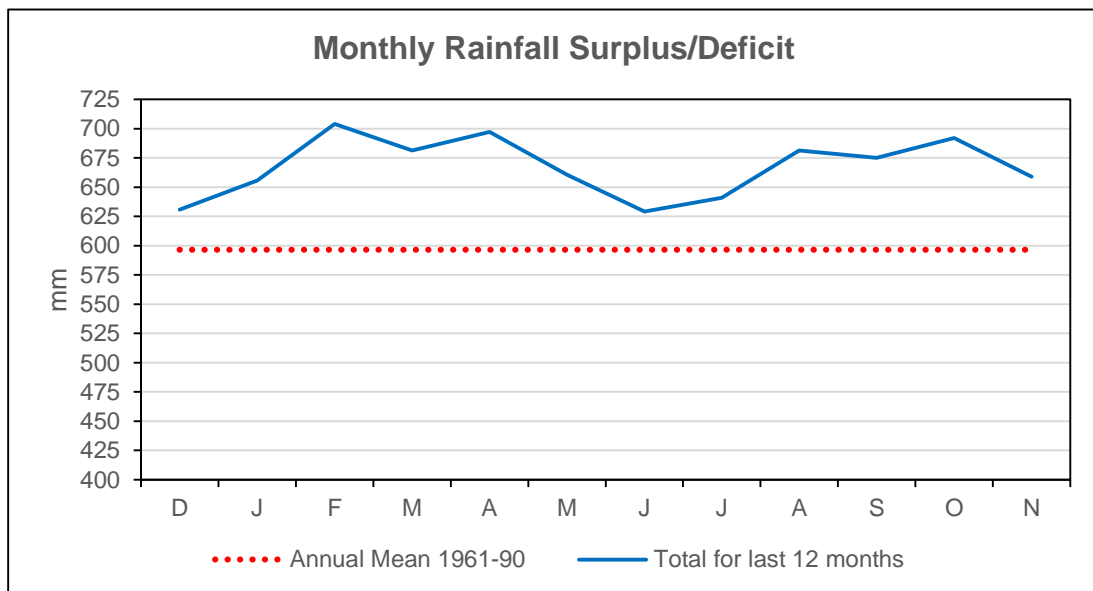
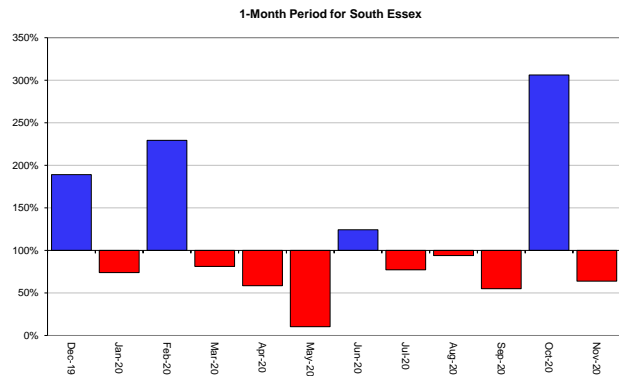
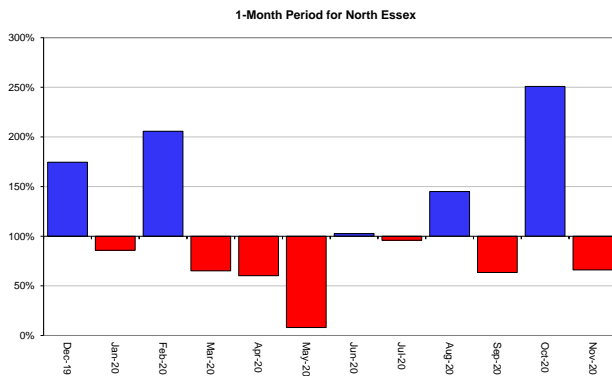
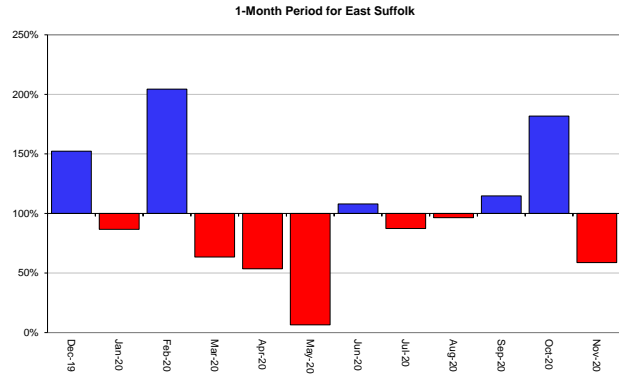
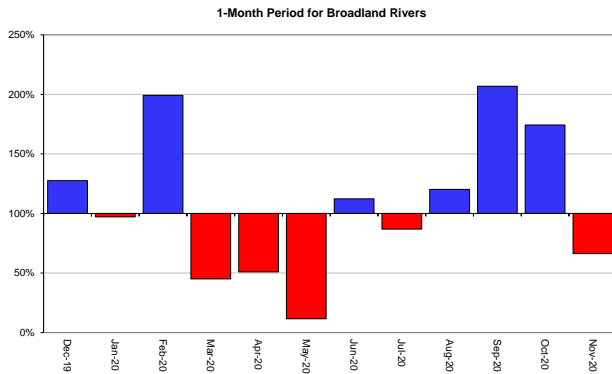
Above average rainfall

Below average rainfall

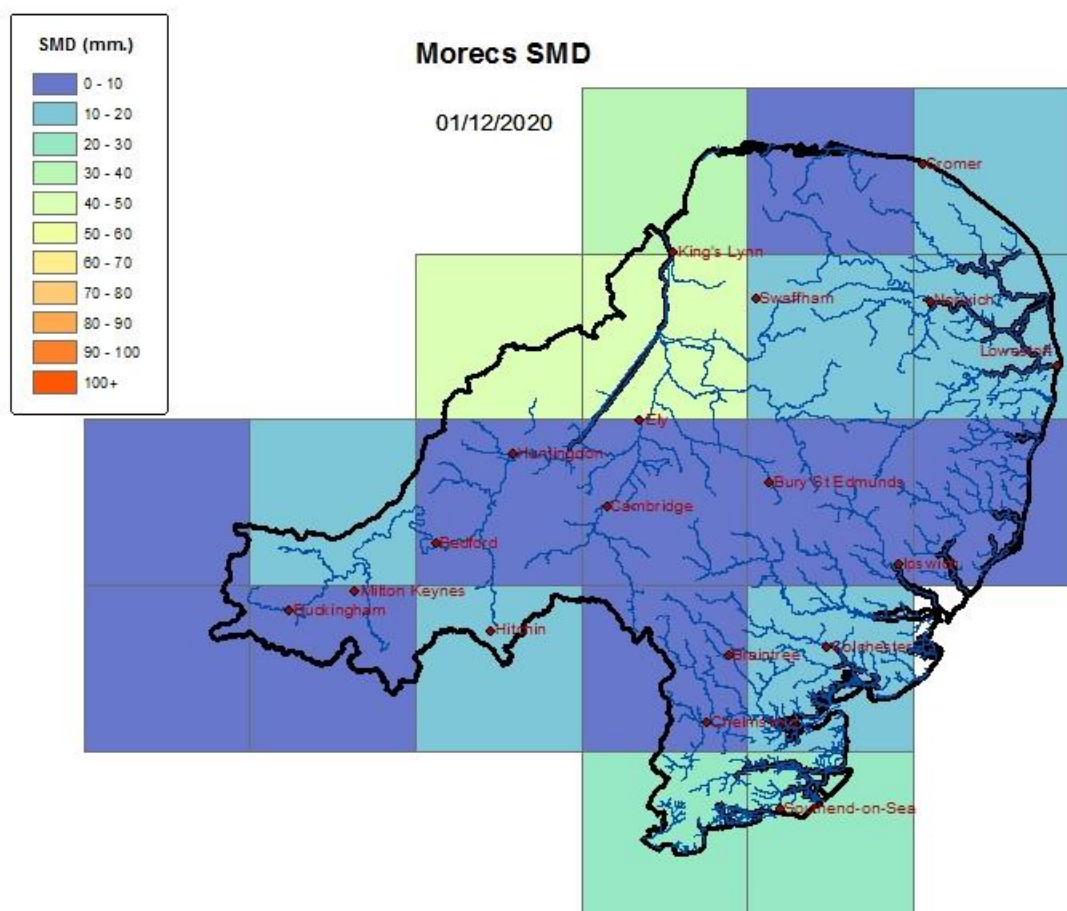


Above average rainfall

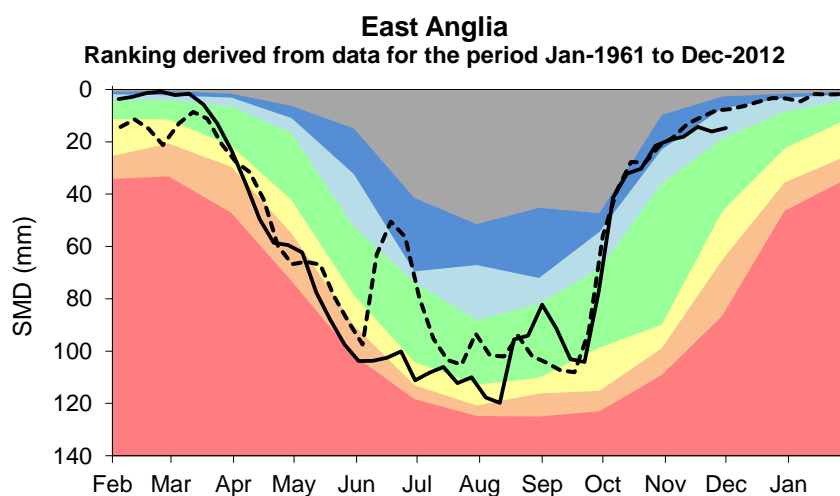
Below average rainfall



Soil Moisture Deficit

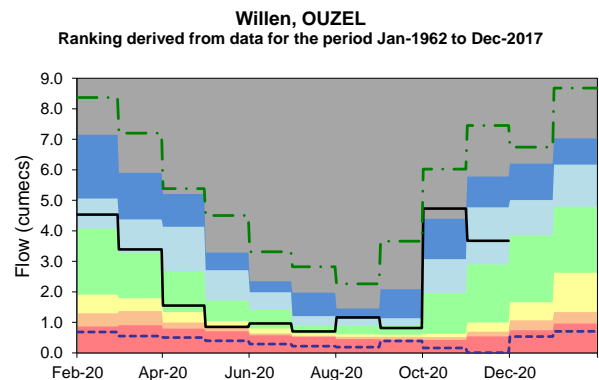
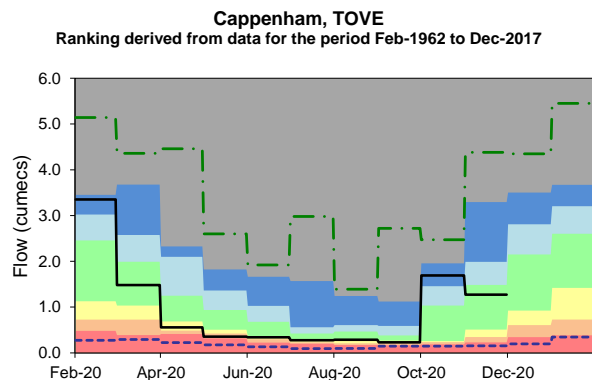
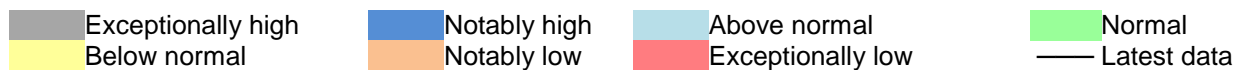
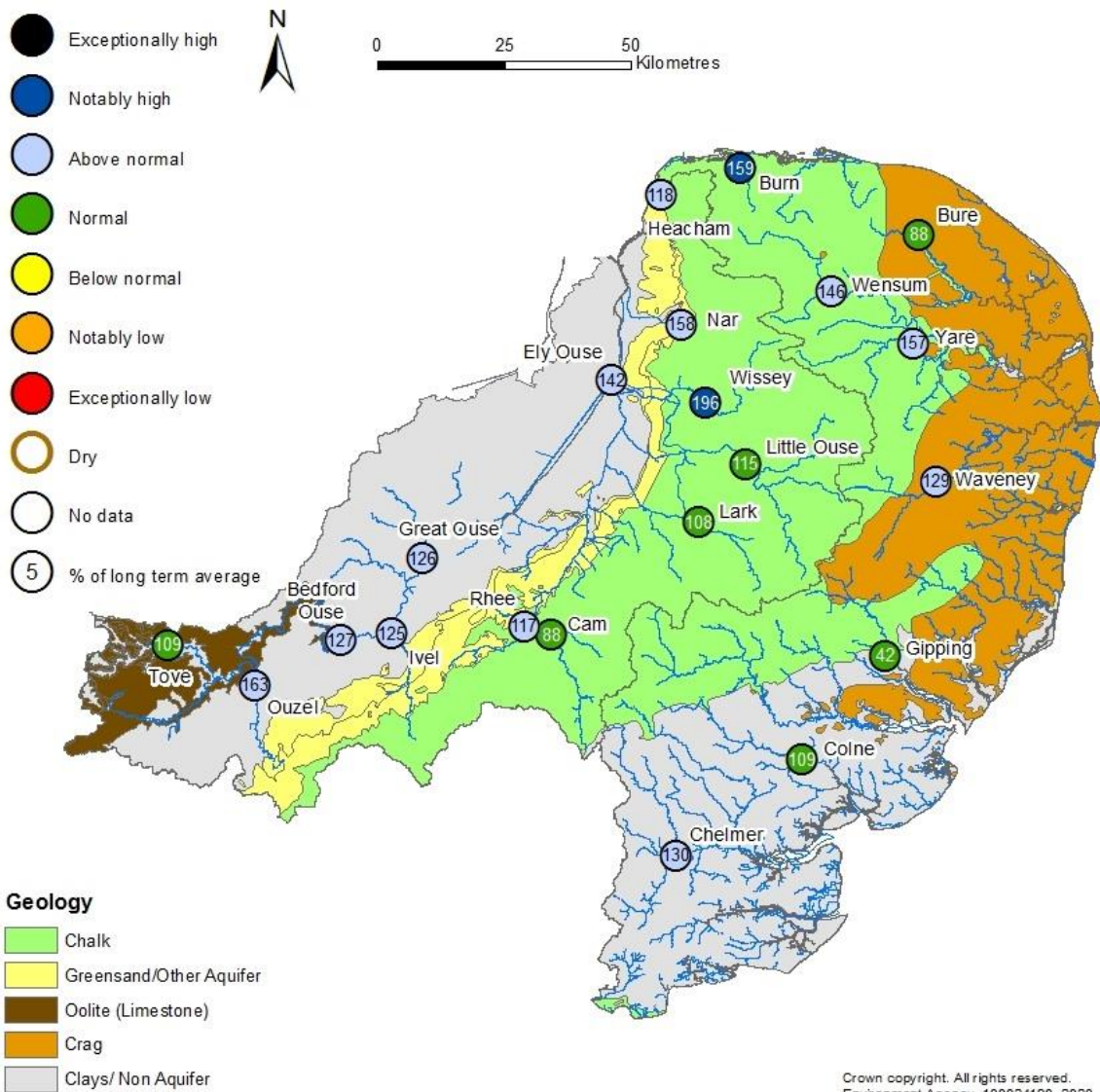


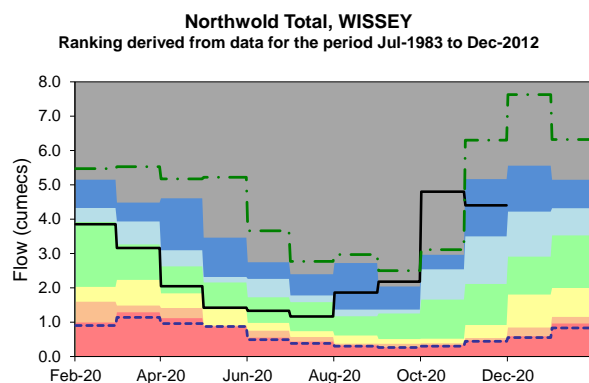
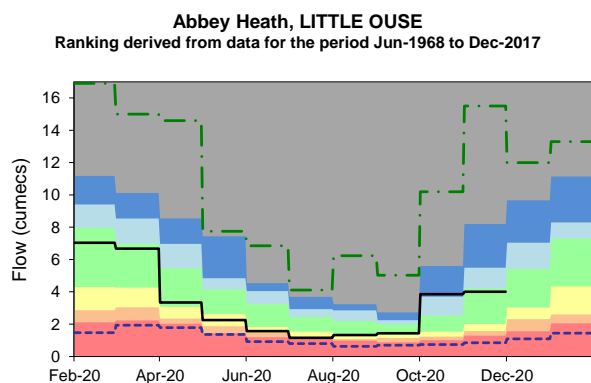
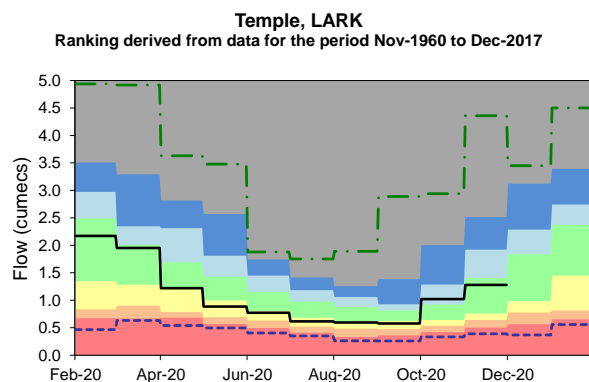
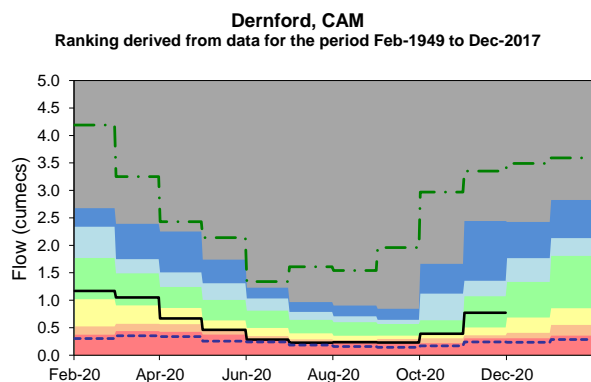
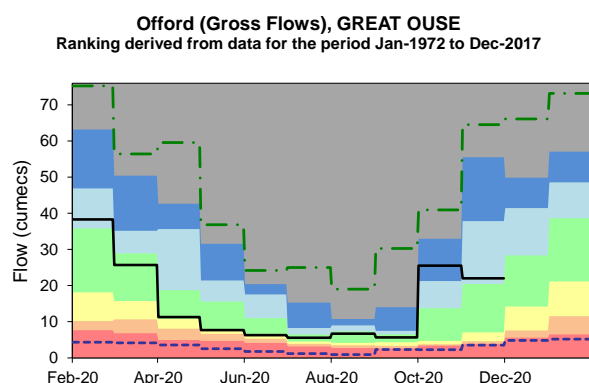
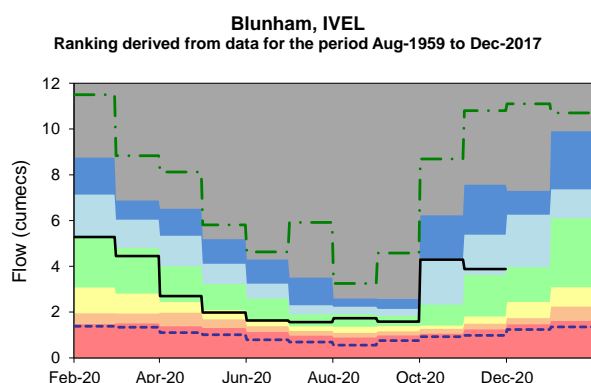
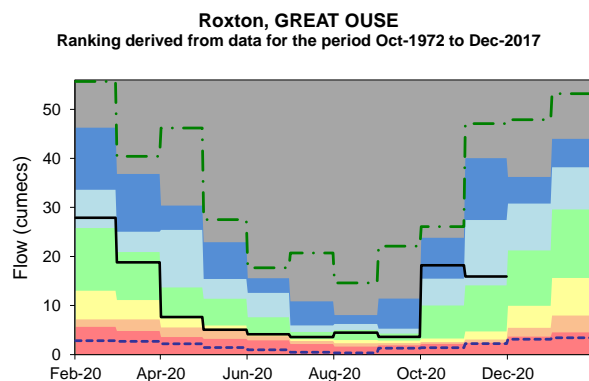
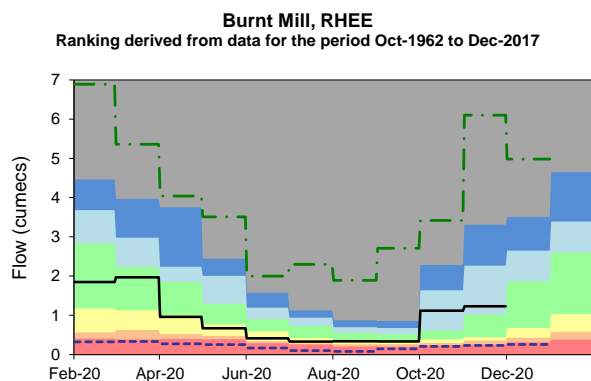
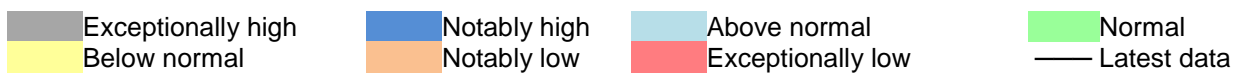
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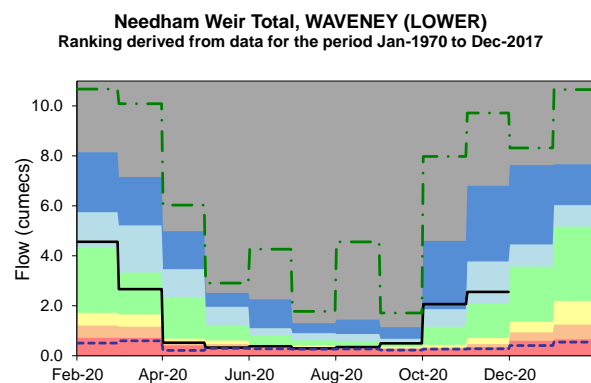
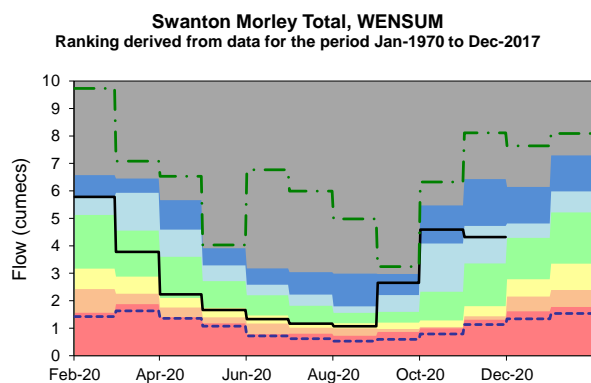
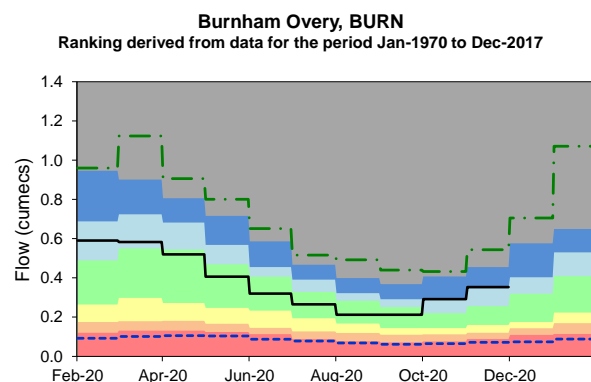
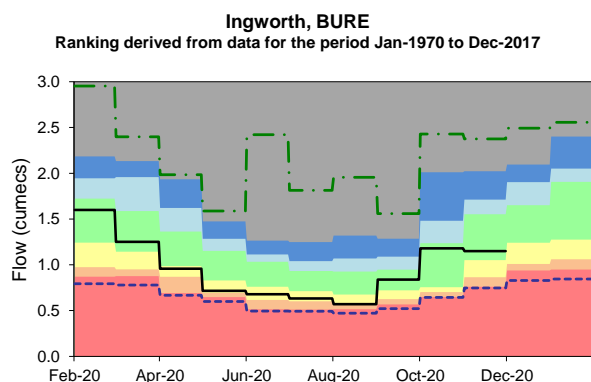
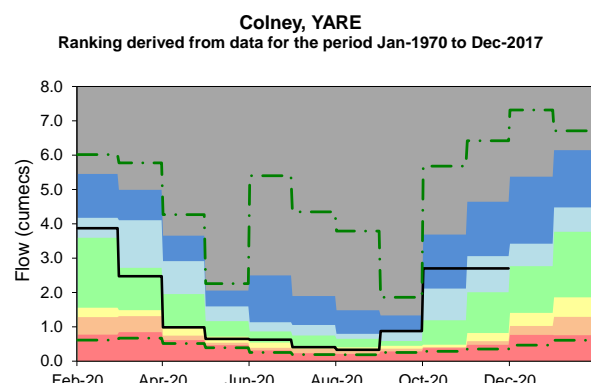
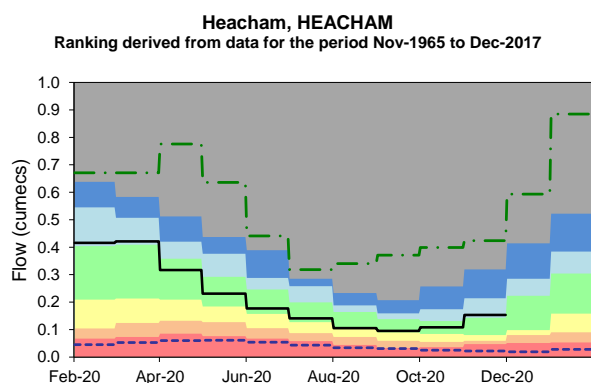
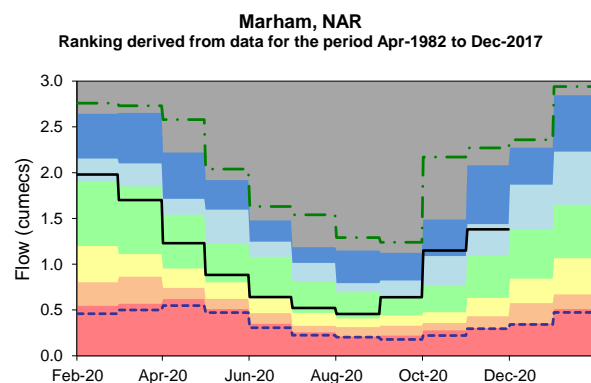
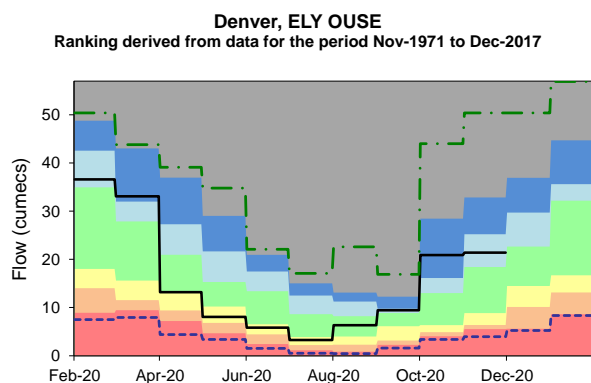
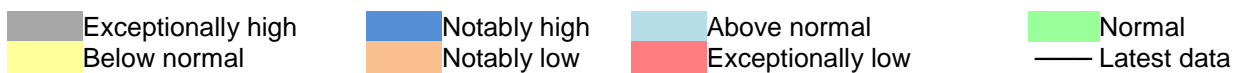


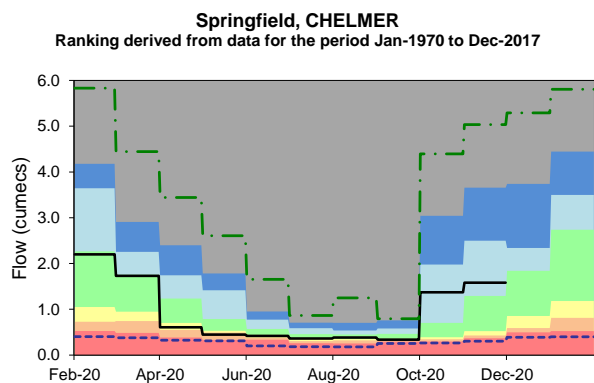
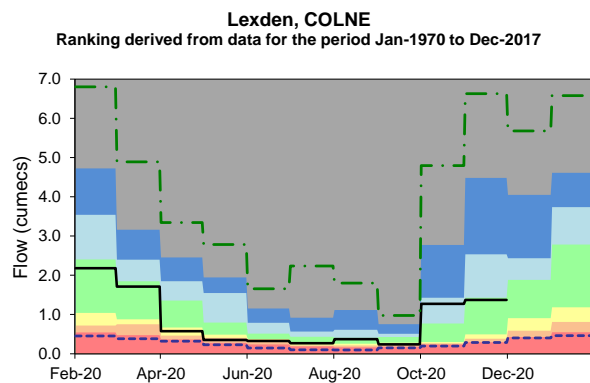
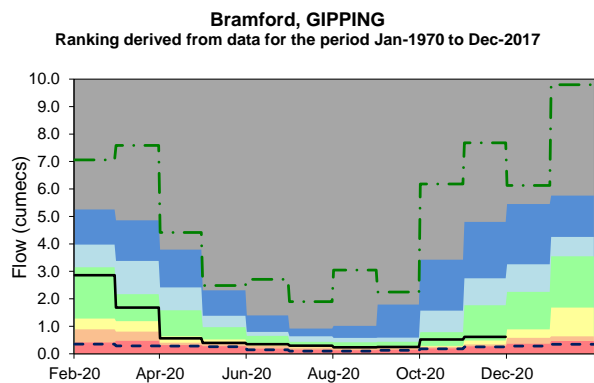
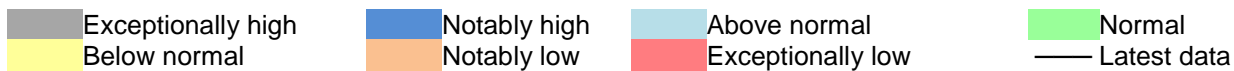
River Flow

November 2020



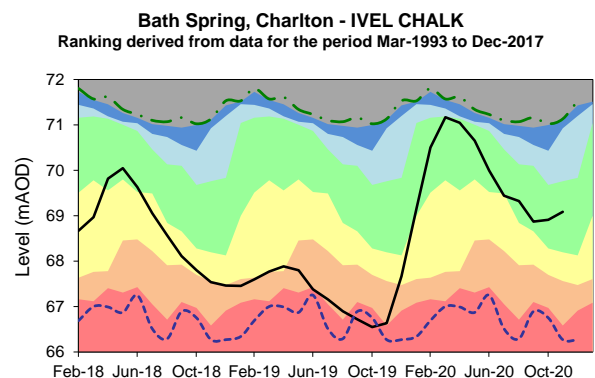
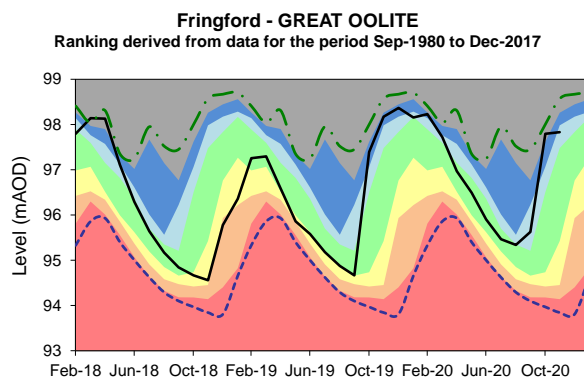
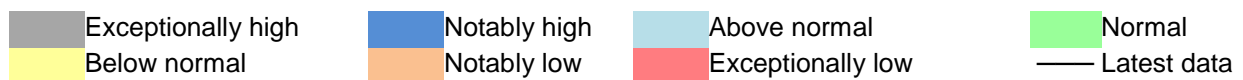
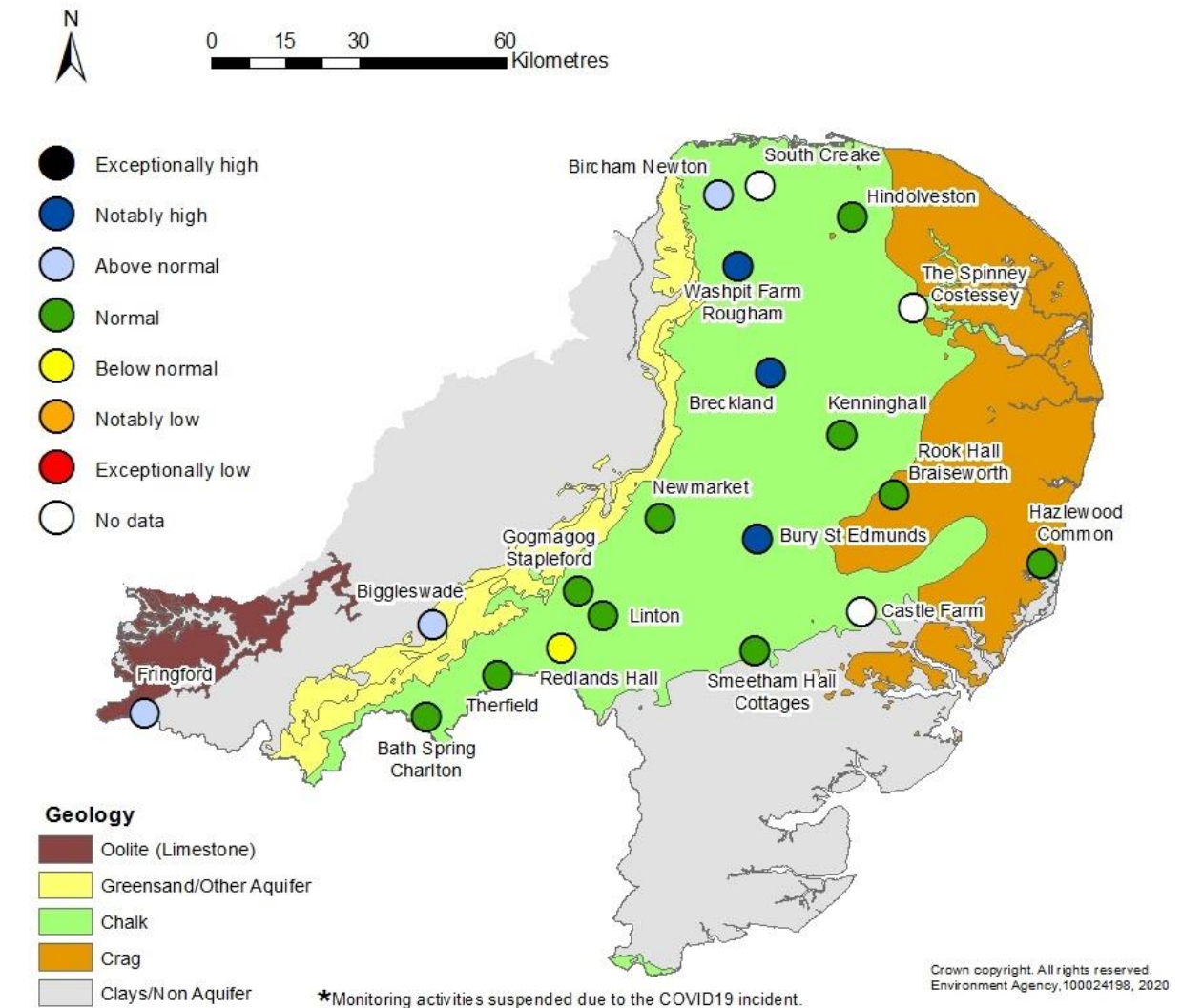


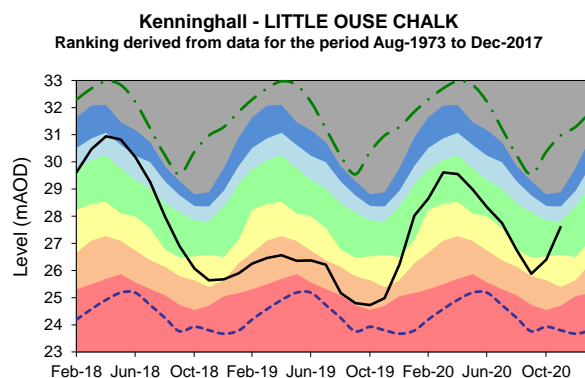
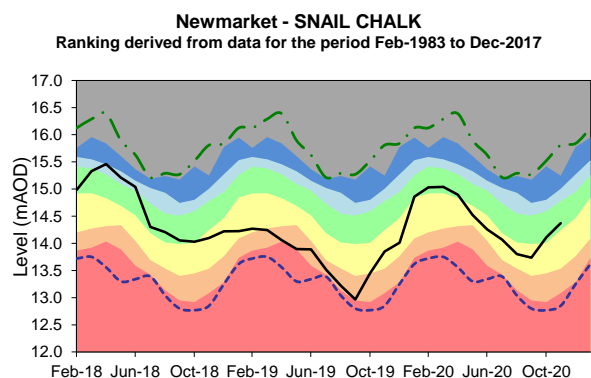
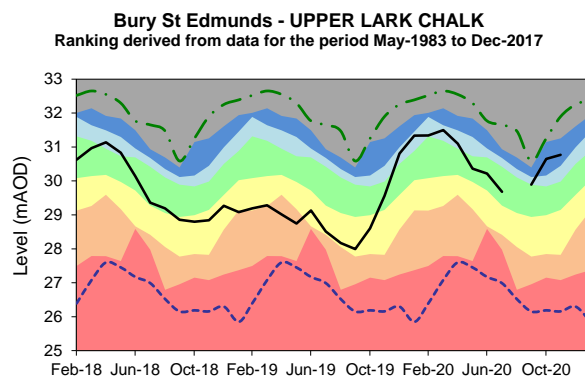
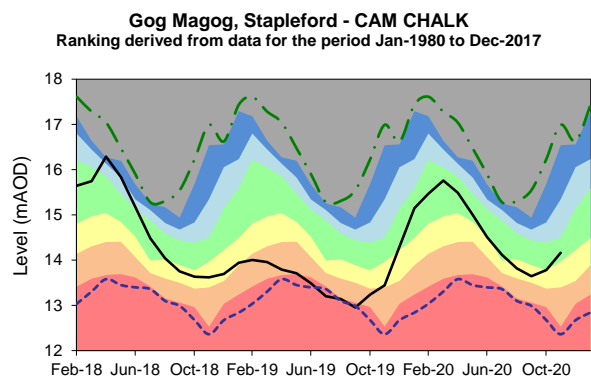
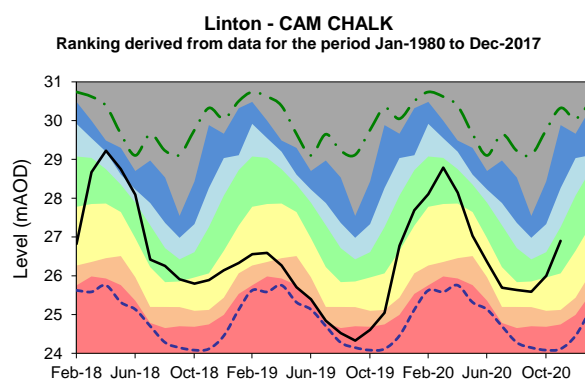
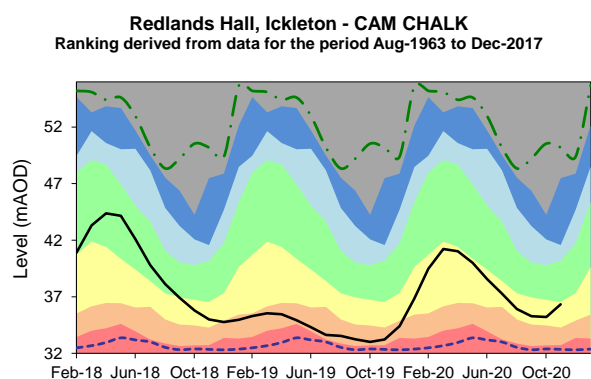
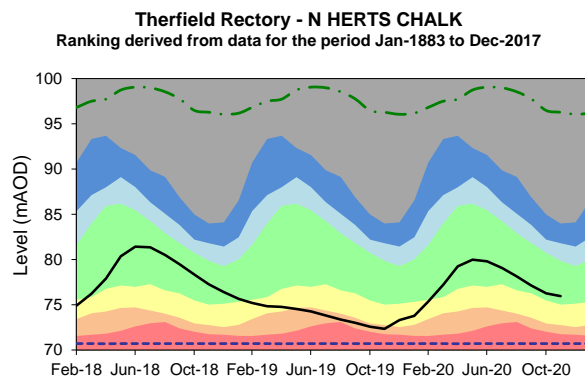
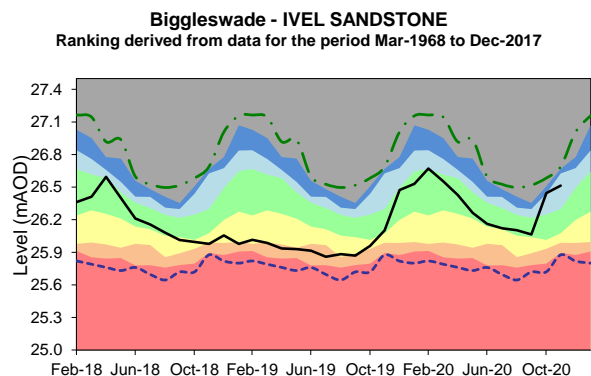
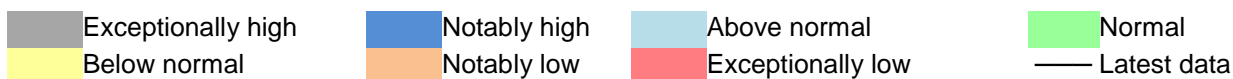


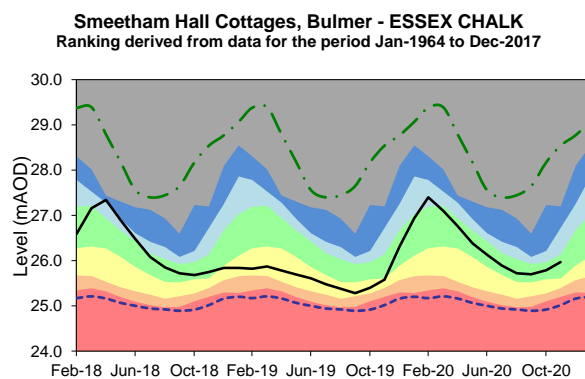
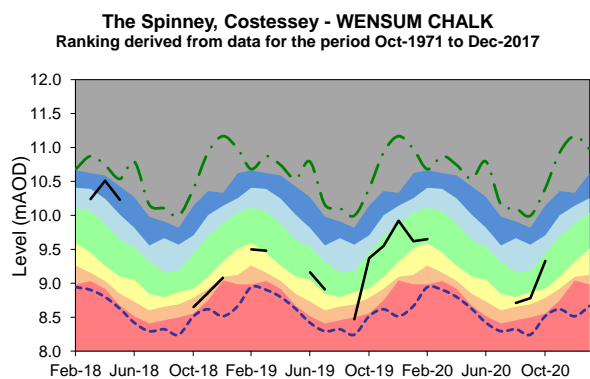
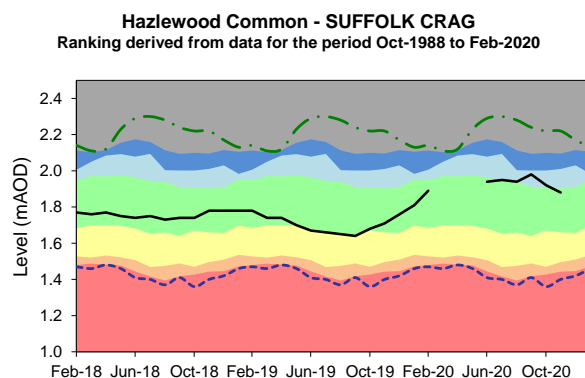
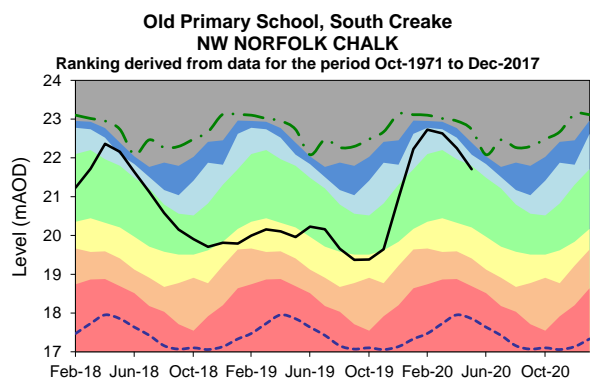
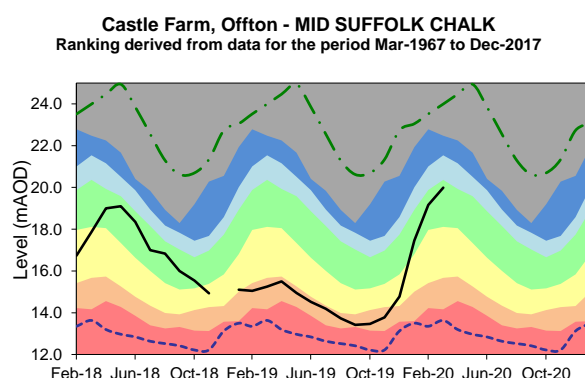
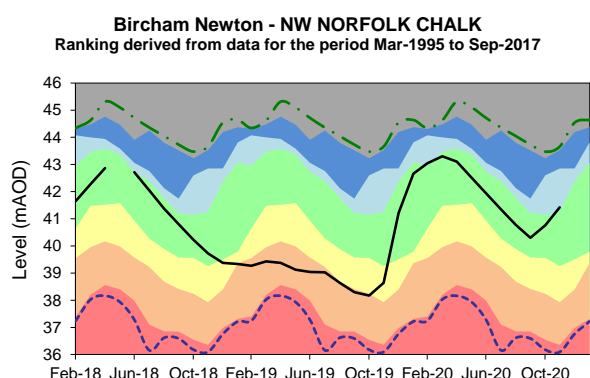
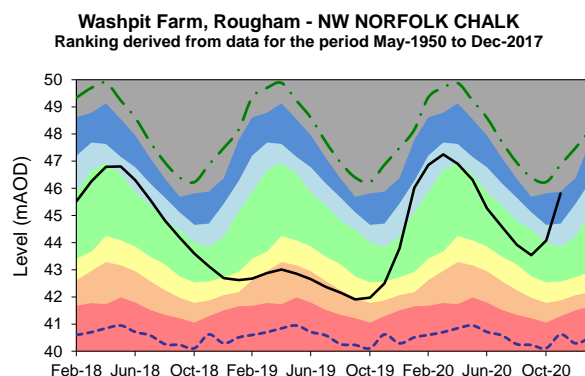
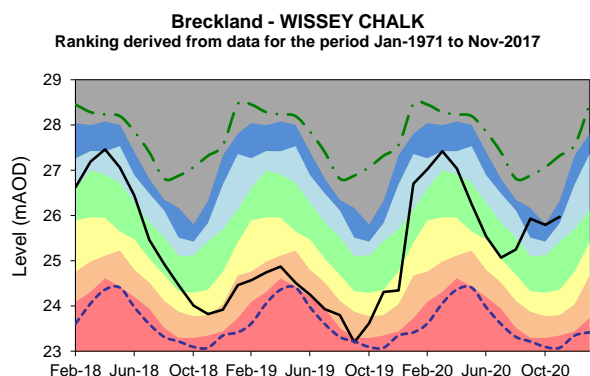
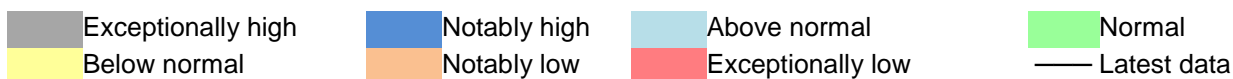


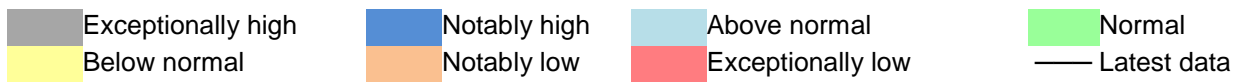
Groundwater Levels

November 2020

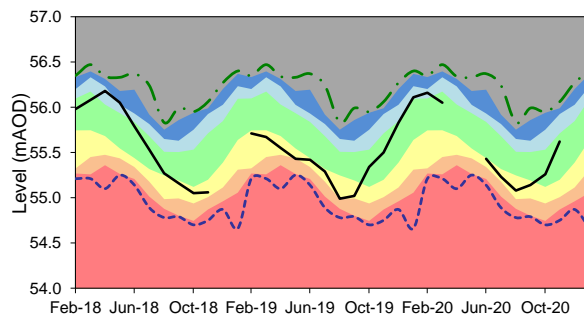




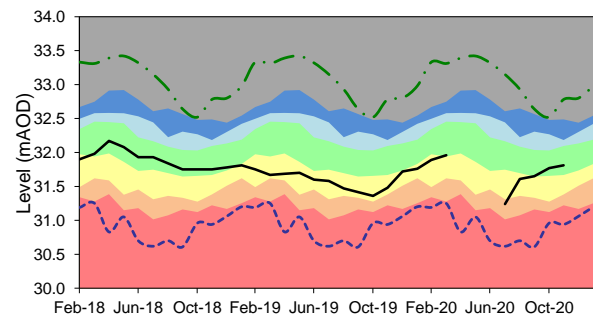




Hindolveston - NORFOLK CHALK
Ranking derived from data for the period Sep-1984 to Nov-2017

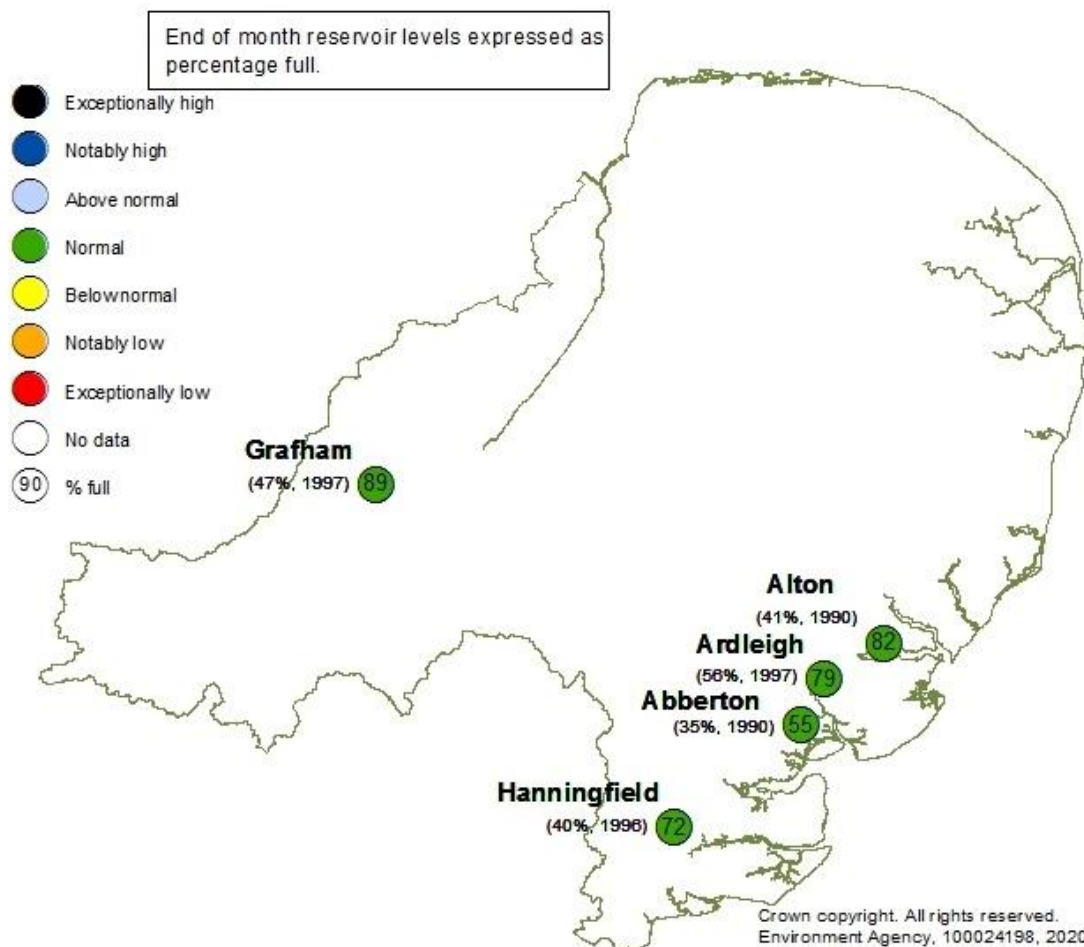


Rook Hall, Braiseworth - SUFFOLK CHALK
Ranking derived from data for the period Jan-1980 to Dec-2017

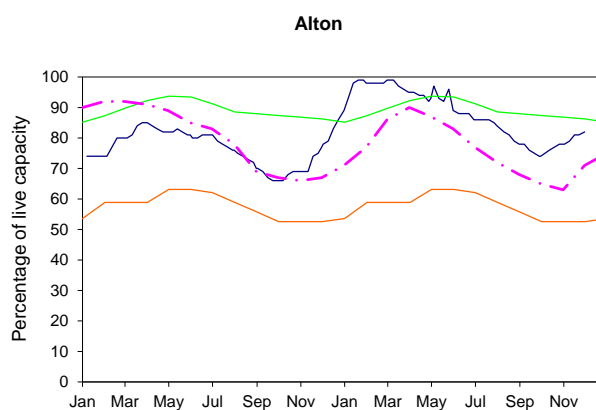
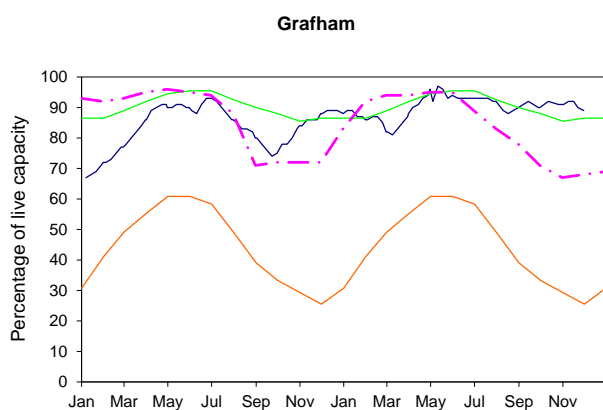


Reservoir Stocks

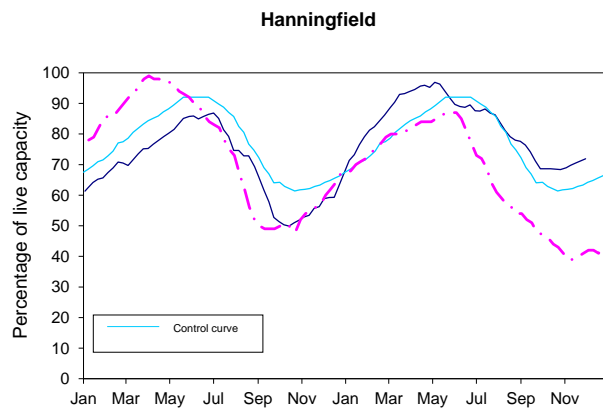
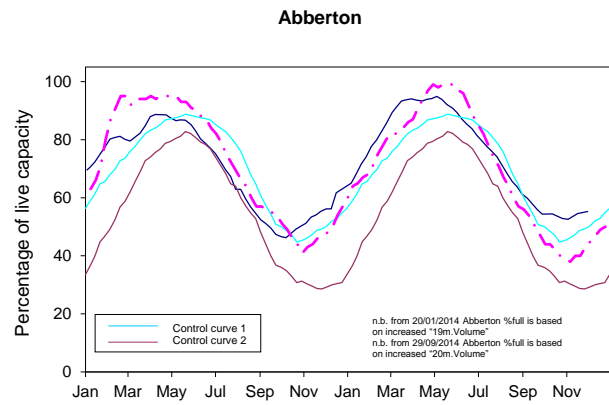
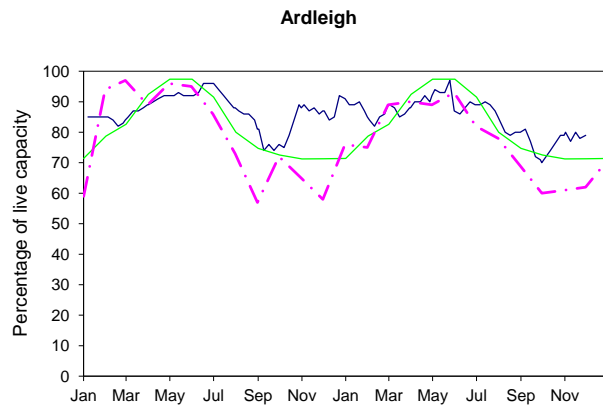
November 2020



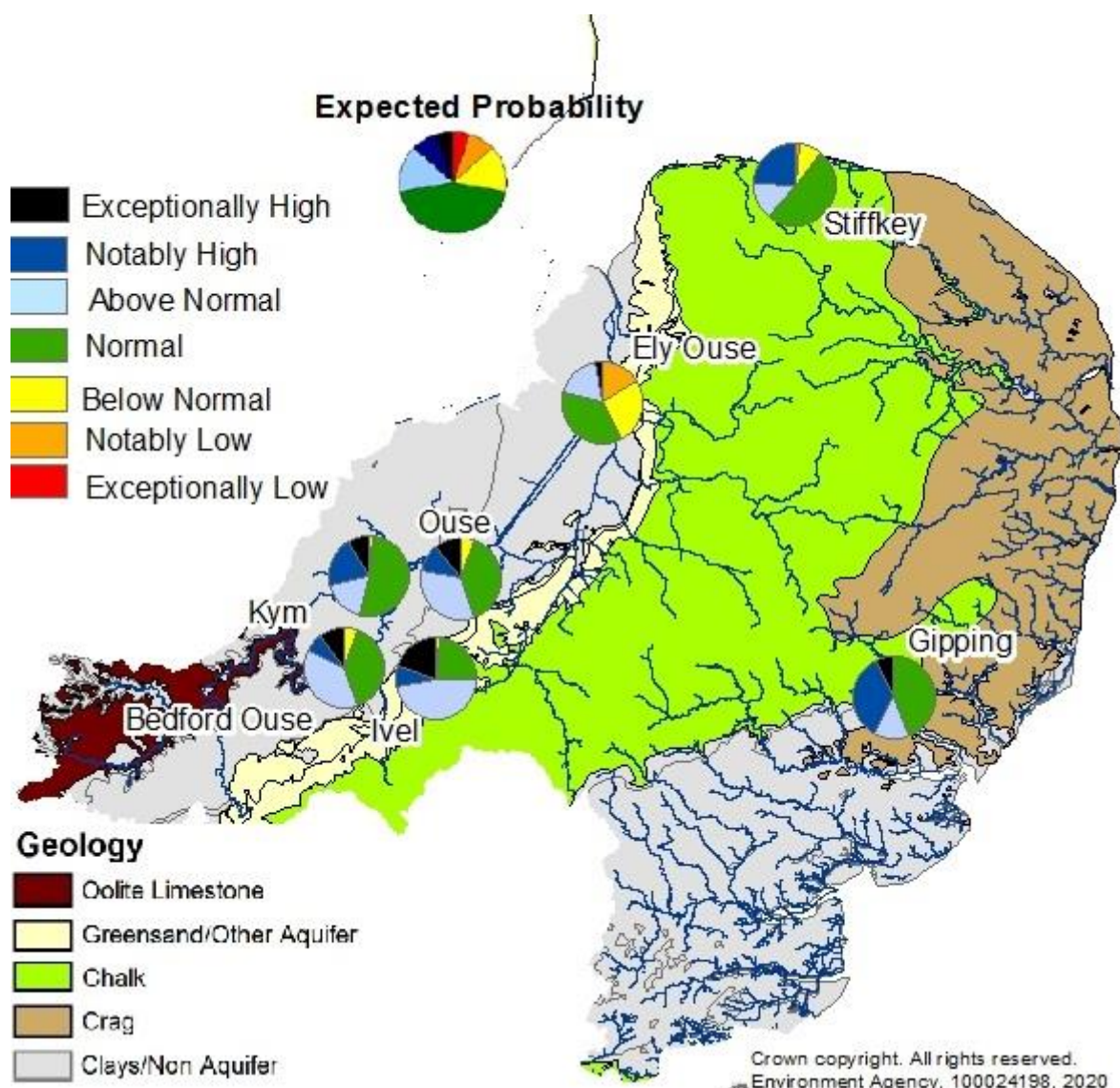
— 2019-2020 — Normal Operating Curve — Drought Alert Curve — 1995-1996



— 2019-2020
 — Normal Operating Curve
 — Drought Alert Curve
 - - - 1995-1996



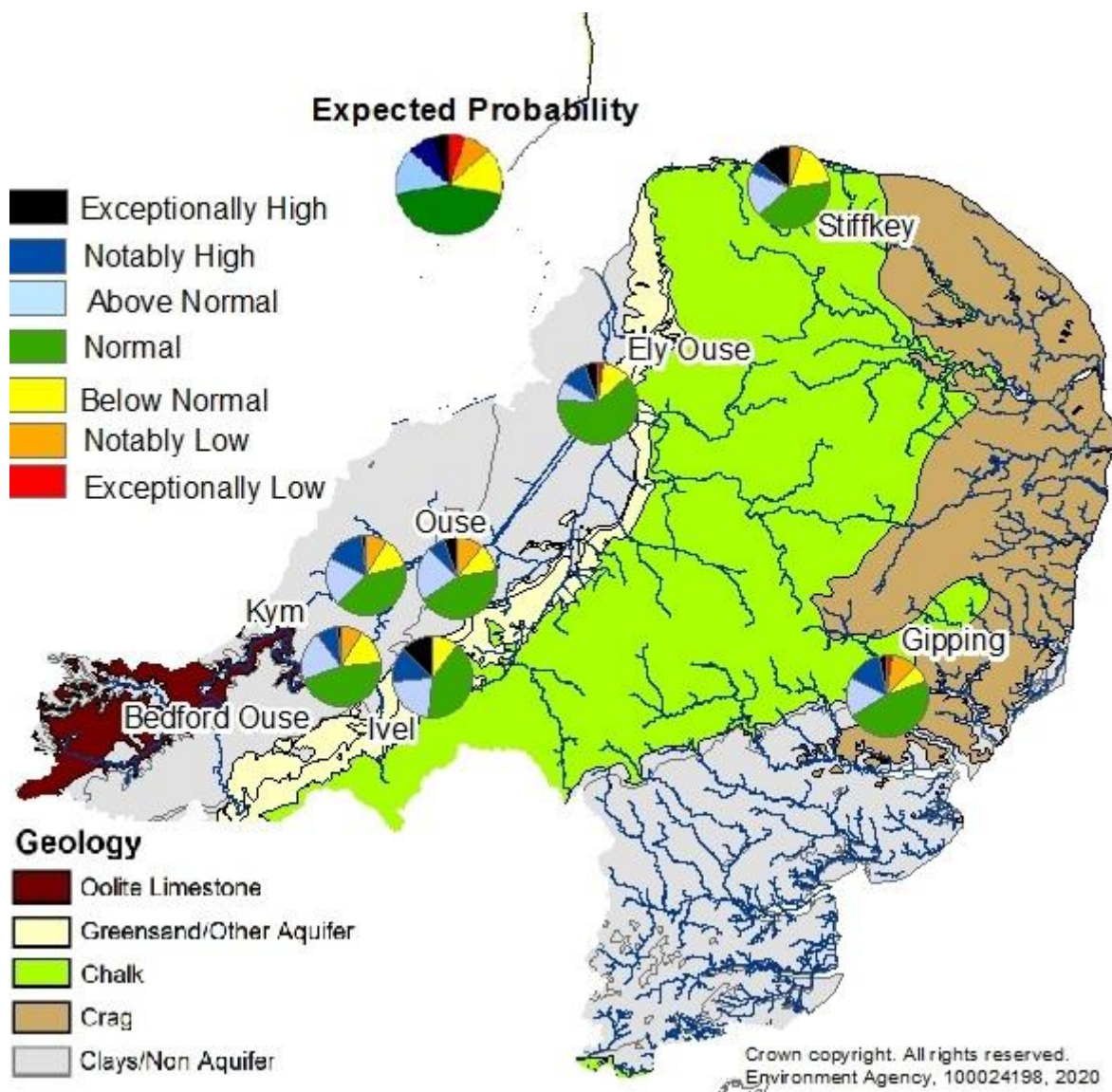
Forward Look – River Flows



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of river flows at key indicator sites in December 2020. Pie charts indicate probability, based on climatology, of the surface water flow at each site being e.g. exceptionally low for the time of year. (Source: [Centre for Ecology and Hydrology](#), Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.

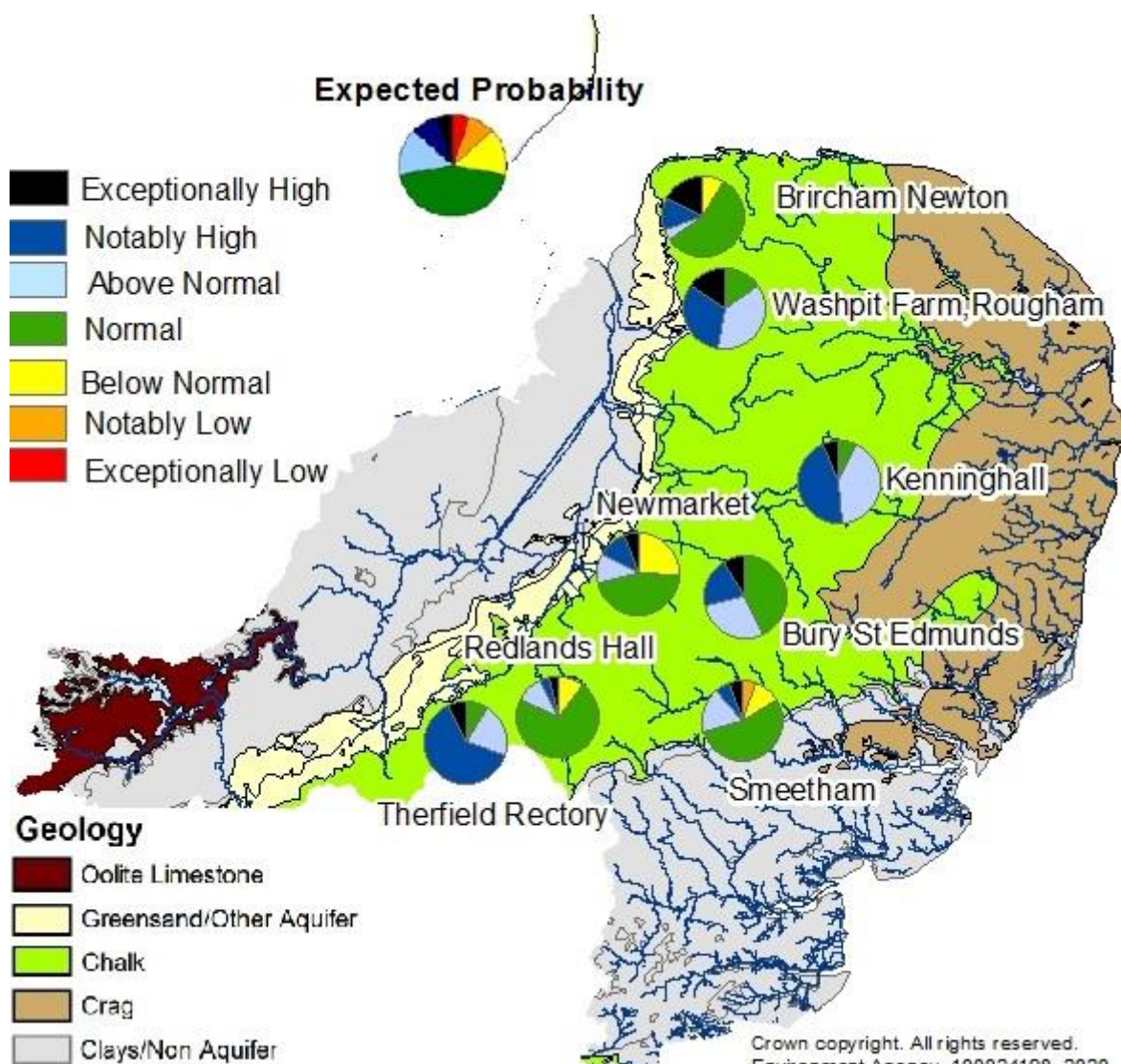
[^] "Naturalised" flows are projected for these sites'



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

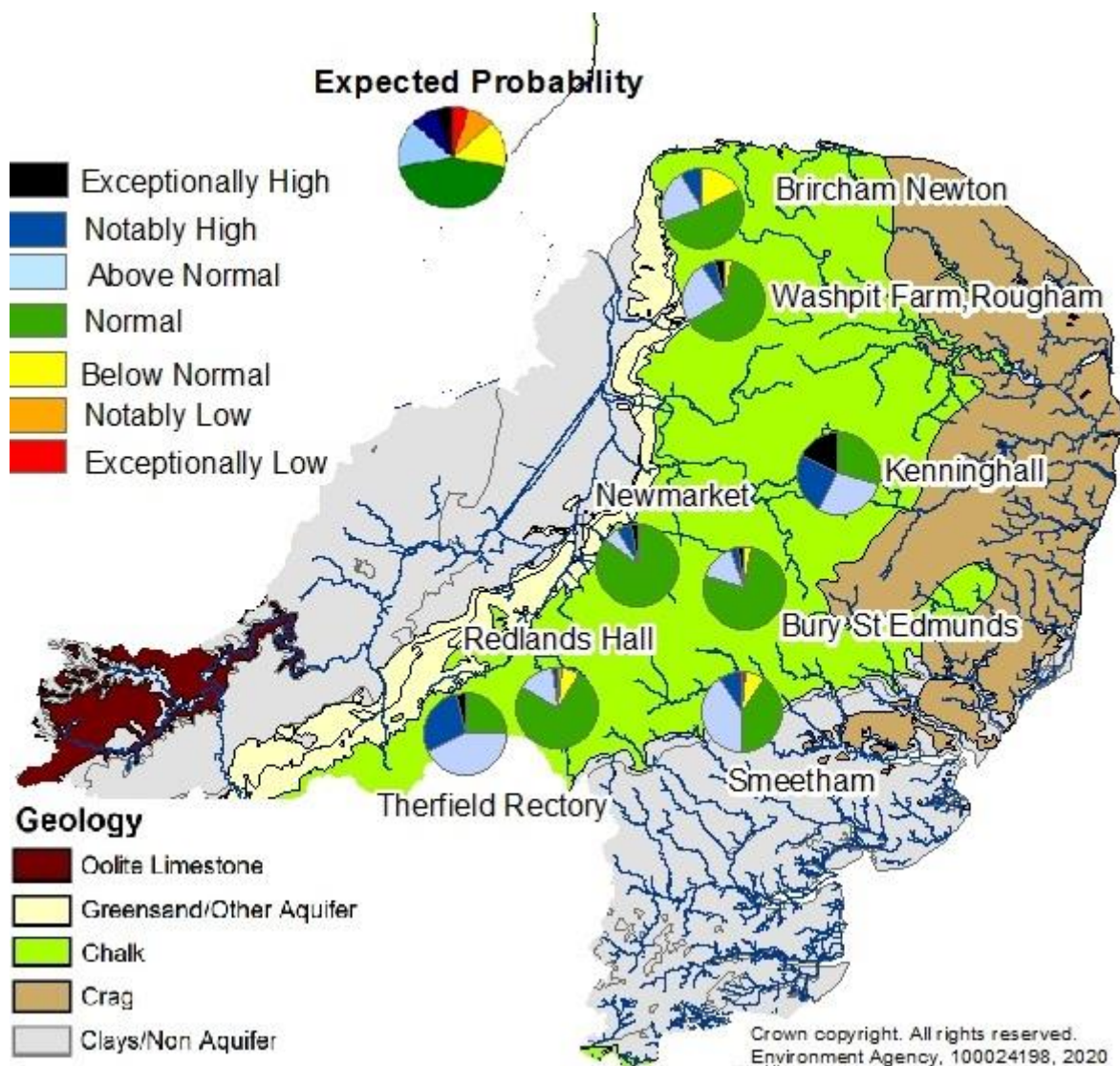
Probabilistic ensemble projections of river flows at key indicator sites in March 2021. Pie charts indicate probability, based on climatology, of the surface water flow at each site being e.g. exceptionally low for the time of year. (Source: [Centre for Ecology and Hydrology](#), Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020

Forward Look - Groundwater



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of groundwater levels at key indicator sites for end of March 2021. Pie charts indicate probability, based on climatology, of the groundwater level at each site being e.g. exceptionally low for the time of year. (Source: Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.



Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.

Probabilistic ensemble projections of groundwater levels at key indicator sites for end of September 2021. Pie charts indicate probability, based on climatology, of the groundwater level at each site being e.g. exceptionally low for the time of year. (Source: Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2020.

Glossary

Term

Definition

Aquifer	A geological formation able to store and transmit water.
Areal average rainfall	The estimated average depth of rainfall over a defined area. Expressed in depth of water (mm).
Artesian	The condition where the groundwater level is above ground surface but is prevented from rising to this level by an overlying continuous low permeability layer, such as clay.
Artesian borehole	Borehole where the level of groundwater is above the top of the borehole and groundwater flows out of the borehole when unsealed.
Cumecs	Cubic metres per second (m ³ s ⁻¹)
Effective rainfall	The rainfall available to percolate into the soil or produce river flow. Expressed in depth of water (mm).
Flood Alert/Flood Warning	Three levels of warnings may be issued by the Environment Agency. Flood Alerts indicate flooding is possible. Flood Warnings indicate flooding is expected. Severe Flood Warnings indicate severe flooding.
Flow	The water passing in the river, as measured.
Groundwater	The water found in an aquifer, as measured.
Long term average (LTA)	The arithmetic mean calculated from the historic record, usually based on the period 1961-1990. However, the period used may vary by parameter being reported on (see figure captions for details).
mAOD	Metres Above Ordnance Datum (mean sea level at Newlyn Cornwall).
MORECS	Met Office Rainfall and Evaporation Calculation System. Met Office service providing real time calculation of evapotranspiration, soil moisture deficit and effective rainfall on a 40 x 40 km grid.
Naturalised flow	River flow with the impacts of artificial influences removed. Artificial influences may include abstractions, discharges, transfers, augmentation and impoundments.
NCIC	National Climate Information Centre. NCIC area monthly rainfall totals are derived using the Met Office 5 km gridded dataset, which uses rain gauge observations.
Recharge	The process of increasing the water stored in the saturated zone of an aquifer. Expressed in depth of water (mm).
Reservoir gross capacity	The total capacity of a reservoir.
Reservoir live capacity	The capacity of the reservoir that is normally usable for storage to meet established reservoir operating requirements. This excludes any capacity not available for use (e.g. storage held back for emergency services, operating agreements or physical restrictions). May also be referred to as 'net' or 'deployable' capacity.
Soil moisture deficit (SMD)	The difference between the amount of water actually in the soil and the amount of water the soil can hold. Expressed in depth of water (mm).

Categories

Exceptionally high
Notably high
Above normal
Normal
Below normal
Notably low
Exceptionally low

Value likely to fall within this band 5% of the time
Value likely to fall within this band 8% of the time
Value likely to fall within this band 15% of the time
Value likely to fall within this band 44% of the time
Value likely to fall within this band 15% of the time
Value likely to fall within this band 8% of the time
Value likely to fall within this band 5% of the time

SUGGESTED NOTICE BOARD TO ENCAPSULATE
ENGLISH OAK - SOLID ← A → DESIGNATED
AREA

MELBOURN PARISH



PTO

JUBILEE ORCHARD

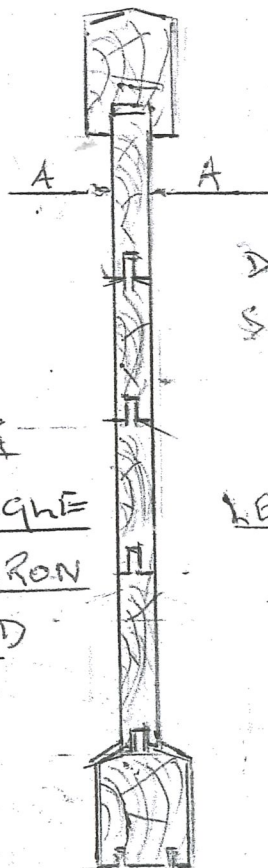
MILLENNIUM COPSE

← RIVER MEL



2 1/2" x 2 1/2"

22"



DESIGNED TO
SWELL AND
SHRINK

SUPPORTING
3" x 3" METAL ANGLE
CHANNEL IRON
CONCRETED

LETTERING
1 1/4" ROMAN
INCISED

SUGGESTED NOTICE BOARD TO ENCAPSULATE

ENGLISH OAK - SOLID

DESIGNATED AREA

RELIEF INCREASED VARIABLE IF VILLAGE
PARISH CREST IS NOT POSITIVE

REPRESENTS COPSE AND ORCHARD

CREST ?

? CREST

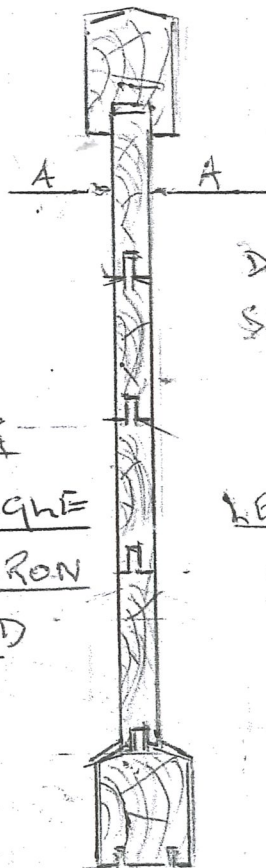
JUBILEE ORCHARD

MILLENNIUM COPSE

← RIVER MEL

2 1/2" x 2 1/2"

22"



SUPPORTING

3x3 METAL ANGLE
CONCRETE

DESIGNED TO
SWELL AND
SHRINK

LETTERING
1/4\"
ROMAN
INCISED

MELBOURN PARISH COUNCIL

Version: 3
Review By: Jan 2020

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	9/11/20 TB	18/10/20 TB	26/11/20 TB		
Village Car Park	9/11/20 TB	18/10/20 TB	26/11/20 TB	26/11/20 TB	
War Memorial	9/11/20 TB	18/10/20 TB	26/11/20 TB	26/11/20 TB	
Littlehands and Access Way	18/11/11	18/11/20 TB	26/11/20 TB	26/11/20 TB	
New Rec. Ground	18/11/11	18/11/20 TB	26/11/20 TB	26/11/20 TB	
Clear Cres. Play Park	9/11/20 TB	18/11/20 TB	26/11/20 TB	26/11/20 TB	
Orchard Road Cemetery	9/11/20 TB	18/11/20 TB	26/11/20 TB	26/11/20 TB	
New Road C/metry	9/11/20 TB	18/11/20 TB	26/11/20 TB	26/11/20 TB	
Old Recreation Ground	18/11		26/11/20 TB		
Pavilion	26/11/11		27/11/20 TB		
Stockbridge M.	26/11/11		27/11/20 TB		
Worcester Way	26/11/11		26/11/20 TB		
BMX Site (Summer & only if open)					

MELBOURN PARISH COUNCIL

Version: 3
Review By: Jan 2020

Area	Monthly Checking Record				
	Week1	Week2	Week 3	Week4	
Allotments	27/11/11		26/11/20		
All Saints' C/Yard	27/11/11		26/11/20		
Jubilee Orchard	27/11/11		26/11/20		
Fire Engine Shed				27/11/12	
Armingford Cres.				27/11/12	
Beechwood Avenue		18/11/20			
Chalkhill Barrow		18/11/20			
Elm Way		18/11/20			
Millennium Copse		18/11/20			

MELBOURN PARISH COUNCIL

Version: 3
Review By: Jan 2020

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	ML 7/12	ML 14/12	ML 21/12	ML 28/12	
Village Car Park	ML 7/12	ML 14/12	ML 21/12	ML 28/12	
War Memorial	ML 8/12	ML 15/12	ML 22/12	ML 29/12	
Littlehands and Access Way	ML 7/12	ML 14/12	ML 21/12	ML 28/12	
New Rec. Ground	ML 7/12	ML 14/12	ML 21/12	ML 28/12	
Clear Cres. Play Park	ML 7/12	ML 14/12	ML 21/12	ML 28/12	
Orchard Road Cemetery	ML 8/12	ML 14/12	ML 21/12	ML 28/12	
New Road C/metry	ML 8/12	ML 14/12	ML 21/12	ML 28/12	
Old Recreation Ground	ML 7/12		ML 21/12		
Pavilion	ML 8/12		ML 21/12 ML 21/12		
Stockbridge M.	ML 8/12		ML 21/12		
Worcester Way	ML 7/12		ML 21/12		
BMX Site (Summer & only if open)					

BURIED TLE

MELBOURN PARISH COUNCIL

Version: 3
Review By: Jan 2020

Area	Monthly Checking Record				
	Week1	Week2	Week 3	Week4	
Allotments	<i>7/12</i>		<i>21/12</i>		
All Saints' C/Yard	<i>7/12</i>		<i>12/12</i>		
Jubilee Orchard	<i>7/12</i>		<i>21/12</i>		
Fire Engine Shed				<i>30/12/20</i>	
Armingford Cres.				<i>30/12/20</i>	
Beechwood Avenue		<i>15/12</i>			
Chalkhill Barrow		<i>11/15</i>			
Elm Way		<i>15/12</i>			
Millennium Copse		<i>14/12</i>			

Date reported to PO	Location	Details	Reported by	Reported to Police	Incident No	Action taken and cost of repair
14/01/2020	Block garages - rear Palmers Way	Fly tipping - sofa and bike	RW	Reported to SCDC		
Dec/Jan	Empty charity box discarded in hedge		TS			
Jan	Littlehands	Garden toys thrown on to roof	GC			
27/02/2020	Royston Road, Greenlow Kennels drive	carpets fly tipped	TS	Reported to SCDC		
Feb / March	High Street - various	Reports of young people causing nuisance and danger to self and others along the High Street	Various	Reported to 101		Incident number INT/35/4WIZ/1132020
18/03/2020	Track to the rear of allotments	Young people smoking weed	BD	Reported to PCSO James Lynch		
23/03/2020	Stockbridge Meadows	Evidence of a fire	DB	Reported to PCSO James Lynch		
25/03/2020	Orchard Road cemetery	Groups of people gathering and smoking weed	Resident	Report to PCSO James Lynch and 101 online		Incident number INT/35/LUXS/2632020
18/05/2020	Stockbridge Meadows	People gathering	Various	Report to PCSO James Lynch and 101 online		
18/05/2020	Track at the top of Water Lane	Fly tipping (poss asbestos material)	TS	Reported to SCDC		
Various	New Rec and generally around the village	Litter left on open spaces due to groups gathering. Bins overflowing.	Various			
01/06/2020	Vicarage Close	Salt bin damaged - lid broken	DB			
15/07/2020	Bottom of London Way	Fly tipping - 2 x wings from car	TS			TS moved to pick up point by bin
15/07/2020	Bench by River Mel (nr pavilion	Bench damaged - one slat needs replacing	CS			KR has inspected - does not seem repairable.
Various	Illegal access to High Street from Norgetts Lane and Water Lane	Various reports by residents - increased incidents since Mortlock Street has been closed.	Various	Emailed SvdV, PCSO James Lynch.		Police have attended and observed. Sat Nav is directly people to access High Street from Norgetts. Police have emailed suggesting repainting road markings. Resident has requesting Norgetts Lane is closed off to the High Street both ways. Discussed by MC
11/08/2020	Damage to no parking sign in car park	One of the 'No parking after 3pm' signs has been damaged and removed from the fencing.	JH			Wardens have re-installed the sign. No further action.
vARIOUS	Fly tipping	Various reports of fly tipping - definitely increased over the summer.				CL to put posters on website, facebook and notice boards. Tim Stebbings reporting back whenever he finds items. Problem areas generally farm tracks, London Way / Back Lane. JH also discussing with SCDC. CL has put a call in to PCSO to share information.
09/10/20 -11/10/20	Fly tipping	Various reports of fly tipping and litter over the weekend	TS			Main areas include Greenbanks, near Pig Farm and farm tracks. Pig farm reported to SCDC. TS cleared the rest of the fly tipping collected from pick up point at Back Lane by SCDC on 14/10/20
18/10/2020	Car park	Salt from the yellow bin has been spread all around the car park.	JH / Resident			Wardens to install padlock on the bin
18/10/2020	New bus shelter	Back rest on new bus shelter broken	GC			GC returned damaged piece. Contractors to refit and re-enforce.
20/10/2020	Trade bin (green) outside Littlehands	Bin damaged by fire	GC			SM to report to SCDC. SCDC to provide replacement. Bin to be kept locked - query this with SCDC for emptying.
11/11/2020	Abandoned van on High Street	Untaxed and in poor condition	Tim			CL has reported to SCDC
18/01/2021	Disused orchard behind allotments	Meeting place with signs of drug use	Tim	Reported to PCSO James Lynch		SM to report to James Lynch



Herts & Cambs Ground Maintenance Ltd

Landscape Maintenance Solutions

Claire Littlewood
Melbourn Parish Council
High Street
Melbourn
Royston
Herts

15th December 2020

Dear Claire

We're quoting to kill the moss on the paths in Orchard Rd cemetery as discussed, it is a good time to do it before it gets into the state it was a couple of years ago. There is a new product we are trialing to kill moss on hard surfaces & would be ideal in the cemetery

We would spray the paths throughout to kill moss, once this has died we would use various ways of removing it from the surface. Once this was done our small road sweeper would remove all debris from site.

Any questions please do not hesitate to contact me

Total for these works would be £380 x Vat

Should you have any questions please do not hesitate to contact me

Kind Regards

Justin Willmott (Director)

Summerhouse Farm, New Road, Melbourn Royston Herts SG8 6DL

Tel: 01763 261 999 **Email:** Justin@hcgmltd.co.uk

VAT Reg: 987421972 Company number: 6936328

www.hcgmltd.co.uk

MELBOURN PARISH COUNCIL

District of South Cambridgeshire

Meeting: 21 January 2021 (Maintenance Committee)

Date of Report: 18 January 2021

Agenda Item: MA088 20a)

Update on gulleys

Extract from County Cllr van de Ven's report:

Drainage: We met with the Highways and the contractor in mid-December to discuss Melbourn drainage concerns. A number of points of concern were established, including:

- no system for blocking off streets from parked cars, or returning to tend to drains inaccessible due to parked cars or missed out for other reasons.
- lack of resource to check-up on jobs commissioned and carried out.
- web reporting page map doesn't work on some mobile phones
- web reporting page response system unsatisfactory

To start again from scratch:

- Every gulley in the roads identified by Tim Stebbing to be emptied.
- If pooling/problems arise on any of these, please report. Team will return for jetting.
- If pooling/problems arise on any of these, please report. Team will return for underground investigation.

Road gulley cleans Melbourn

Royston rd
Junction Back lane / royston rd
All Back lane
High st - towards Cambridge
Village cross at traffic lights
Mortlock st
New rd
Doctors road off New rd
Station rd
Meldreth rd
High st - towards Cambridge
Vicarage close
The moor - off high st
Norgetts lane
High st - towards Cambridge road
Cambridge rd
Water lane
Orchard rd from water lane

From - to - Reference points

Start at lane to foulgers garage to junction with Back lane - gullies both sides of road
All gullies and soakaways behind PLUS syphonic pits set in grass area
All gullies both sides - including splays in saxon and whiting
Start junction with Back lane - all gullies both sides - some are shallow extensions from / to deep gullies
All gullies all round immediate area - all four legs and middle of junction
All gullies Eastbound along this road solid for years - plus all four legs at junction with Orchard rd
The continuation of Mortlock st - All gullies out to traffic restriction and horizontal surface outlets to soakaways at traffic restriction
All gullies both sides
All gullies from traffic lights through to By-pass splay
off station rd, all gullies to railway bridge - PLUS before bridge - parking / turning area by houses ALL gullies under lake surface
From traffic lights All gullies ESPECIALLY opposite premier shop, around Vicarage close splay, all round pedestrian crossing
All gullies to bottom of cul de sac
All gullies to end of housing - ESPECIALLY all opposite care home under parked cars
all gullies around traffic restriction under pine trees
Continuing from the moor junction - all gullies including science park splay
All gullies to cherry park trading estate
All gullies from top of hill to high st at bottom
All gullies both sides ESPECIALLY all around black horse pub and URC church

SHIRE TREES LIMITED



Melbourn Parish Council
30 High Street, Melbourn
Royston
SG8 6DZ

Date Sent: 18/12/2020

Quote information

Account No: 143
Quote No: 2316
Surveyor: James Cantle
Site Ref No: 1592
Order No:

Quotation

Site Address moor playing field, moor, Melbourn , Royston, SG8 6DZ

Item No	Item	Description Of Work	Value
	Ash group/s	Sever Ivy at base by 1M	£125.00

Total Value: £125.00
Vat(20%): £25.00
Total Inc Vat: £150.00

1A TRIGG WAY, MELBOURN, ROYSTON, SG8 6HX

01763 220880 / 07725808887 shiretreesltd@gmail.com

Company housing no. 10546603

[illegible]

11TH December 2020.

Miss Sophie Marriage,
Assistant to the Parish Clerk,
MELBOURN PARISH COUNCIL,
Melbourn Community Hub,
30 High Street,
Melbourn,
Cambridgeshire.
SG8 6DZ.

Our Ref No 1149-DEC-2020/PJL

Re: Annual Portable Appliance Testing Inspection.

Dear Miss Marriage.

Thank you for allowing us to provide this Quotation Proposal following your email request to Mr Steve best on Thursday December 10th 2020.

The Proposal

The portable appliance testing Inspections will be annual for your Portable Appliances. We will generate an asset register of the equipment that is being used on site. All equipment on site (i.e., computers, office equipment, and kitchen equipment etc) will need to be switch off so we are able test said item. Any Remedials Works that are required would need to be repaired by Others (i.e., the equipment specialist repairers).

The above works at the location of;

MELBOURN PARISH COUNCIL,
Melbourn Community Hub,
30 High Street,
Melbourn,
Cambridgeshire.
SG8 6DZ.
Tel: 01763 263303 (option 3) for Miss Sophie Marriage.

Scope of Works

PAT Scope of Works in accordance with the British Standards.

- Service and Supply of all types of Fire Extinguishers and Fire Blankets
- Informative and Safety Signs • Emergency Lighting • Burglar and Fire Alarm Systems

MELBOURN PARICH COUNCIL SG8 6DZ.

QUOTATION 1149-DEC-2020/PJL

PAGE TWO

Equipment

TBANO Portable Appliance Test Items.

Price Schedule

Our prices are net exclusive of VAT and based on normal working hours (08.00 until 17.00, Mon-Fri) except where stated other.

Attendance Fee @ Twenty-Five Pounds (£25.00) plus VAT.

PAT per Item @ Two Pounds and Ninety-Five Pence (£2.95) plus VAT.

I hope this information is helpful however should you have any questions in the meantime, please do not hesitate to contact me.

Yours sincerely

Pete
Pete Lattimore
Sales Director
pete@newflame.co.uk
Mob No 07500 858638

E & O E.

- Service and Supply of all types of Fire Extinguishers and Fire Blankets
- Informative and Safety Signs • Emergency Lighting • Burglar and Fire Alarm Systems



QUOTE

Billing Address

Melbourn Parish Council,
Melbourn Community Hub,
30 High Street,
Melbourn,
SG8 6DZ

Service Address

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

Quote Date

10 December 2020

Quote Number

6655

**4i Water Services Ltd**

4i Water Services Ltd.
Woolpit Business Park,
Woolpit,
Bury St. Edmunds,
IP30 9UP

Tel: 01359 242000

www.4iwaterservices.co.uk

Subject

Melbourne Parish Council - Sports Pavillion Legionella Risk Assessment Review + Legionella Sample

Description	Quantity	Unit Sell	Amount
Melbourne Parish Council - Sports Pavillion LRA + Legionella Sample 4i Water Services Limited propose to complete a detailed site survey and report to ensure the maintenance of hygienic conditions within the above systems and to keep them in compliance with current operational requirements, including those in Approved Code of Practice L8, BS8558:2011, C.O.S.H.H. Regulations and Water Regulations 1999. Includes time on site and office for write-up, including schematics generation.	1.00	£250.00	£250.00
Legionella Legionella Sample x 1	1.00	£48.00	£48.00
		Subtotal:	£298.00
		TAX:	£59.60

TOTAL: £357.60

Message

Site to ensure rooms are accessible for works.

Disclaimer

This quotation is costed for completion during normal weekday working hours. Weekend uplift of 25% for Saturdays and 50% for Sundays and Bank Holidays. The above quotation is to remain firm for 90 days. Terms are strictly 30 days from date of invoice. Prices are exclusive of V.A.T. and delivery. Please refer to our company's full terms and conditions at www.4iwaterservices.co.uk/further-info