

MELBOURN PARISH COUNCIL

Clerk: Claire Littlewood
Melbourn Parish Council
Melbourn Community Hub
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16 July 2021

Dear Councillor

You are hereby summoned to attend a meeting of the **Maintenance Committee** to be held on Thursday, 22 July 2021 at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn, SG8 6ED for the purpose of transacting the following business:

Dear Non-Cllr Committee Member

You are hereby invited to attend a meeting of the **Maintenance Committee** to be held on Thursday, 22 July 2021 at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn, SG8 6ED for the purpose of transacting the following business:

To Members of the Public and Press

You are hereby invited to attend a meeting of the **Maintenance Committee** to be held on Thursday, 22 July 2021 at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn, SG8 6ED for the purpose of transacting the following business:

Claire Littlewood
Clerk to the Parish Council

AGENDA

- MA036/21 To receive and approve apologies for absence**
- MA037/21 To note Cllr Baker standing down from the Maintenance Committee**
- MA038/21 To receive any Declarations of Interest and Dispensations**
- MA039/21 To approve the minutes of the Maintenance Committee Meeting held on 17 June 2021**
- MA040/21 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)**
- MA041/21 Finance Matters:**
 - a) To consider a finance report on expenditure within the committee's remit.
- MA042/21 Conservation Matters:**
 - a) To receive the EA Monthly situation report for June 2021
 - b) To receive a report from River Mel Restoration Group
 - c) To receive an update from Melbourn Village College Eco Group
 - d) To receive any other updates and consider actions
- MA043/21 Stockbridge Meadows**
 - a) To receive an update on the boardwalk project
 - b) To receive any other updates and consider actions
- MA044/21 Allotment Matters:**
 - a) To receive any updates and consider actions
- MA045/21 Governance Matters:**
 - a) To receive the weekly inspection reports and consider any necessary actions
 - b) To consider any updates on vandalism in the Parish
 - c) To receive any other updates and consider actions

MA046/21 Cemetery Matters:

- a) To consider quotations for weed treatment at New Road Cemetery
- b) To receive any other updates and consider actions

MA047/21 Village Maintenance Matters:

- a) To consider quotations for no parking lines on Littlehands car park
- b) To receive an update and consider actions on repairs to play equipment on play parks
- c) To consider quotations for hedge cutting on the High Street
- d) To consider quotations for clearance of footpath (Water Lane to Greenbanks)
- e) To consider a request for a wild flower verge
- f) To consider approving a quotation for signage at The Moor play area
- g) To consider details for ROSPA accredited course
- h) To receive any other updates and consider actions

MA048/21 Pavilion Matters:

- a) To consider quotations for repairs to guttering
- b) To consider quotations for external redecoration of the pavilion
- c) To consider approving expenditure for replacement handle for Asgard shed
- d) To consider and discuss options for wifi connection at the pavilion
- e) To receive any other updates and consider actions

MA049/21 Littlehands Matters:

- a) To consider drain survey report from Drain Doctor
- b) To receive any updates and consider actions

MA050/21 Melbourn Play Parks Working Party:

- a) To receive any updates and consider actions.

MA051/21 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

MA052/21 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA053/21 To note date of next meeting: 19 August 2021