

# MELBOURN PARISH COUNCIL

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14 January 2022

## Dear Councillor

You are hereby summoned to attend a meeting of the **Maintenance Committee** to be held on **Wednesday, 19 January 2022** at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn 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 **Wednesday, 19 January 2022** at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn 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 **Wednesday, 19 January 2022** at 09:30 at The Pavilion on the New Rec, The Moor, Melbourn for the purpose of transacting the following business:

Claire Littlewood  
Clerk to the Parish Council

## MAINTENANCE COMMITTEE : AGENDA

**MA128/21 To receive and approve apologies for absence**

**MA129/21 To receive any Declarations of Interest and Dispensations**

**MA130/21 To approve the minutes of the Maintenance Committee Meeting held on 24 November 2021**

**MA131/21 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)**

**MA132/21 Finance Matters:**

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

**MA133/21 Conservation Matters:**

- a) To receive the EA Monthly situation report for November and December 2021
- b) To receive a report from River Mel Restoration Group
- c) To discuss and consider approving expenditure on suggested plan of works along the River Mel bank
- d) To receive an update on replacement trees
- e) To discuss hedgerow planting along New Road
- f) To discuss a plan for tree planting in the village
- g) To receive any other updates and consider actions

**MA134/21 Stockbridge Meadows**

- a) To discuss and consider alternative locations for additional signage
- b) To receive an update on installation of memorial bench
- c) To receive any other updates and consider actions

**MA135/21 Stockbridge Meadows Boardwalk Project**

- a) To discuss and consider the project costing prepared by Sheriff Tiplady
- b) To receive any updates and consider actions

**MA136/21 Allotment Matters:**

- a) To receive any updates and consider actions

**MA137/21 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

**MA138/21 Cemetery Matters:**

- a) To consider installing additional bench bases in New Road Cemetery
- b) To receive any other updates and consider actions

**MA139/21 Village Maintenance Matters:**

- a) To consider an update with regard to installation of defibrillators
- b) To receive an update on repairs to play equipment
- c) To consider approving quotations for 'no dogs' signage at play parks
- d) To receive an update with regard to pest control on the New Rec
- e) To consider a request to relocate a dog waste bin
- f) To consider quotations for fencing at Worcester Way
- g) To consider quotation for repairs to Parish clock motor
- h) To receive any other updates and consider actions

**MA140/21 Pavilion Matters:**

- a) To receive and consider an update with regard to repairs to the ASHP at the Pavilion
- b) To receive any other updates and consider actions

**MA141/21 Littlehands Matters:**

- a) To receive any updates and consider actions

**MA142/21 Policies and Risk Assessments**

- a) To consider any updates and consider actions

**MA143/21 Melbourn Play Parks Working Party:**

- a) To receive an update with regard to invitations to tender
- b) To receive any other updates and consider actions

**MA144/21 Skate Park Working Party**

- a) To receive any updates and consider actions

**MA145/21 Outstanding Maintenance Issues:** To consider the status of the job spreadsheet

**MA146/21 New Maintenance Issues:** To consider Maintenance issues arising since last meeting

**MA147/21 To note date of next meeting: Thursday, 24 February 2022**