

# MELBOURN PARISH COUNCIL

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14 April 2022

## Dear Councillor

You are hereby summoned to attend a meeting of the **Maintenance Committee** to be held on **Thursday, 21 April 2022** at 09:30 in the Austen Room, Community Hub, 30 High Street, 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 **Thursday, 21 April 2022** at 09:30 in the Austen Room, Community Hub, 30 High Street, 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 **Thursday, 21 April 2022** at 09:30 in the Austen Room, Community Hub, 30 High Street, Melbourn for the purpose of transacting the following business:

Claire Littlewood  
Clerk to the Parish Council

## MAINTENANCE COMMITTEE : AGENDA

**MA191/21 To receive and approve apologies for absence**

**MA192/21 To receive any Declarations of Interest and Dispensations**

**MA193/21 To approve the minutes of the Maintenance Committee Meeting held on 24 March 2022**

**MA194/21 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)**

**MA195/21 Finance Matters:**

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

**MA196/21 Conservation Matters:**

- a) To receive the EA Monthly situation report for March 2022
- b) To receive a report from River Mel Restoration Group
- c) To consider an email from the Farming & Wildlife Advisory Group re village ponds
- d) To consider no littering signage for footpath along the River Mel
- e) To receive any other updates and consider actions

**MA197/21 Stockbridge Meadows**

- a) To receive an update and consider quotations for additional signage
- b) To receive any other updates and consider actions

**MA198/21 Stockbridge Meadows Boardwalk Project**

- a) To receive an update on tender responses
- b) To receive any updates and consider actions

**MA199/21 Allotment Matters:**

- a) To consider quotations to cut down a holly tree
- b) To receive any updates and consider actions

**MA200/21 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

**MA201/21 Cemetery Matters:**

- a) To receive any other updates and consider actions

**MA202/21 Village Maintenance Matters:**

- a) To consider an update on damage to the fence at Worcester Way
- b) To receive an update on repairs to play equipment at Clear Crescent
- c) To receive an update on rabbits on New Rec
- d) To consider quotes for trapping rabbits on New Rec
- e) To consider a request to maintain the Bowls Club hedge fronting The Moor
- f) To consider quote for electrical works to the wardens workshop
- g) To receive any other updates and consider actions

**MA203/21 Pavilion Matters:**

- a) To receive an update on cleaning arrangements
- b) To receive an update with regard to external decoration of the pavilion
- c) To receive an update with regard to installation of wi-fi at the pavilion
- d) To consider quotation for electrical works
- e) To consider a quotation for repairs to the water boiler
- f) To receive any other updates and consider actions

**MA204/21 Littlehands Matters:**

- a) To receive an update with regard to Legionella testing
- b) To discuss and consider requirements for replacement windows
- c) To consider uneven surfaces in the car park
- d) To receive any updates and consider actions

**MA205/21 To consider quotes for installation of defibrillators**

**MA206/21 Policies and Risk Assessments**

- a) To consider any updates and consider actions

**MA207/21 Melbourn Play Parks Working Party (MPPWP)**

- a) To receive the notes of the MPPWP meeting on 5 April 2022
- b) To receive any other updates and consider actions

**MA208/21 Skate Park Working Party (SPWP)**

- a) To receive any updates and consider actions

**MA209/21 Outstanding Maintenance Issues:** To consider the status of the job spreadsheet

**MA210/21 New Maintenance Issues:** To consider Maintenance issues arising since last meeting

**MA211/21 To note date of next meeting: Thursday, 19 May 2022**