

MELBOURN PARISH COUNCIL

Acting Clerk: Sophie Marriage
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, SG8 6DZ

E-mail: parishclerk@melbournparishcouncil.gov.uk

Telephone: 01763 263303

<http://melbournparishcouncil.co.uk>

9th February 2023

Dear Councillor

You are hereby summoned to attend a meeting of the **Maintenance Committee** to be held on **Thursday, 16 February 2023** at 09:30 in the Austen Room, The Hub, Melbourn SG8 6DZ 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, 16 February 2023** at 09:30 in the Austen Room, The Hub, Melbourn SG8 6DZ 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 **Thursday, 16 February 2023** at 09:30 in the Austen Room, The Hub, Melbourn SG8 6DZ for the purpose of transacting the following business:

Sophie Marriage

Acting Clerk to the Parish Council

MAINTENANCE COMMITTEE : AGENDA

MA164/22 To receive and approve apologies for absence

MA165/22 To receive any Declarations of Interest and Dispensations

MA166/22 To approve the minutes of the Maintenance Committee Meeting held on 19 January 2023

MA167/22 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)

MA168/22 Finance Matters:

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

MA169/22 Conservation Matters:

- a) To receive the EA Monthly situation report for January 2023
- b) To receive a report from River Mel Restoration Group
- c) To receive an update on the works carried out by the Wild Trout Trust
- d) To receive any other updates and consider actions

MA170/22 Allotment Matters:

- a) To consider a request to consider having CCTV at the allotments
- b) To receive any updates and consider actions

MA171/22 Stockbridge Meadows:

- a) To receive an update on management plan
- b) To receive any other updates and consider actions

MA172/22 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

MA173/22 Cemetery Matters:

- a) To receive any other updates and consider actions

MA174/22 Village Maintenance Matters:

- a) To consider a request to install a memorial bench on the New Rec
- b) To consider quotations to maintain the Hopkins Homes SGB
- c) To receive an update on the installation of cycle racks
- d) To consider and review the tree planting plan
- e) To receive and update on the Worcester way fence
- f) To consider quotations for tree work in the churchyard
- g) To consider quotations for war memorial path
- h) To consider a request to collect fallen branches from Parish Land
- i) To consider quotations to carry out verti-draining on the new rec
- j) To receive any other updates and consider actions

MA175/22 Pavilion Matters:

- a) To receive an update with regard to installation of wi-fi
- b) To receive an update on fire safety
- c) To consider quotations to refurbish the ceiling in the changing room
- d) To receive any other updates and consider actions

MA176/22 Littlehands Matters:

- a) To consider quotations to repair the floodlight
- b) To consider quotations to lay hard core in the carpark
- c) To receive an update on the drains
- d) To receive any updates and consider actions

MA177/22 Policies and Risk Assessments

- a) To consider any updates and consider actions

MA178/22 Skate Park Working Party (SPWP)

- a) To receive any updates and consider actions

MA179/22 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

MA180/22 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA181/22 To note date of next meeting: Thursday, 16 March 2023