

# MELBOURN PARISH COUNCIL

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12<sup>th</sup> January 2023

## Dear Councillor

You are hereby summoned to attend a meeting of the **Maintenance Committee** to be held on **Thursday, 19 January 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, 19 January 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, 19 January 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

**MA146/22 To receive and approve apologies for absence**

**MA147/22 To receive any Declarations of Interest and Dispensations**

**MA148/22 To approve the minutes of the Maintenance Committee Meeting held on 15 December 2022**

**MA149/22 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)**

**MA150/22 Finance Matters:**

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

**MA151/22 Conservation Matters:**

- a) To receive the EA Monthly situation report for December 2022
- b) To receive a report from River Mel Restoration Group
- c) To receive any other updates and consider actions

**MA152/22 Allotment Matters:**

- b) To receive any updates and consider actions

**MA153/22 Stockbridge Meadows:**

- a) To receive an update on management plan
- b) To consider quotations for preliminary trench digging
- c) To receive any other updates and consider actions

**MA154/22 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

**MA155/22 Cemetery Matters:**

- a) To receive any other updates and consider actions

**MA156/22 Village Maintenance Matters:**

- a) To consider a quotation to repair the oak rail fencing outside Leeches

- b) To receive an update on the installation of cycle racks
- c) To consider a request to purchase a grit spreader
- d) To consider a request to contribute towards the cost of path clearance in the churchyard
- e) To consider quotations for tree work in the churchyard
- f) To consider quotations for war memorial path
- g) To receive an update on the EVCP grants
- h) To receive an update on replacing bins in the village
- i) To receive any other updates and consider actions

**MA157/22 Pavilion Matters:**

- a) To receive an update with regard to installation of wi-fi
- b) To consider quotations to install a new extractor fan in changing rooms
- c) To note findings from the visit from the fire service
- d) To consider a quotation to service the fire extinguishers
- e) To consider a quotation to reset the heating
- f) To receive any other updates and consider actions

**MA158/22 Littlehands Matters:**

- a) To consider a quotation to relocated exterior cable and make good the wall.
- b) To consider quotations for the remedial works to the drains
- c) To receive any updates and consider actions

**MA159/22 Policies and Risk Assessments**

- a) To consider any updates and consider actions

**MA160/22 Skate Park Working Party (SPWP)**

- a) To receive any updates and consider actions

**MA161/22 Outstanding Maintenance Issues:** To consider the status of the job spreadsheet

**MA162/22 New Maintenance Issues:** To consider Maintenance issues arising since last meeting

**MA163/22 To note date of next meeting: Thursday, 16 February 2023**