

MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE
(District of South Cambridgeshire)

A meeting of the Maintenance Committee held on Thursday 15 June at 09:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Travis (Chair), Alexander, Kilmurray, Clark, Barnes

Absent:

In attendance: Sophie Marriage (Parish Clerk), Steve Pitman and Keith Rudge (Wardens), Maureen Brierley (RMRG), Les Brierley(RMRG), Chris Selway(Allotment Chair), Alexandra Coxall and Abigail Williams (Assistants to the Parish Clerk).

MA001/23 To receive nominations and elect the Chair of the Maintenance Committee

Nominations were received for Cllr Travis to be elected Chair of the Maintenance Committee. No other nominations were received.

It was RESOLVED to elect Cllr Travis as Chair of the Maintenance Committee.

Proposed by Cllr Kilmurray, seconded by Cllr Clark.

In favour: Cllrs Alexander, Kilmurray, Clark,

Against:

Abstain: Cllr Travis

MA002/23 To receive nominations and elect the Vice Chair of the Maintenance Committee

Nominations were received for Cllr Clark to be elected Vice Chair of the Maintenance Committee. No other nominations were received.

It was RESOLVED to elect Cllr Clark as Vice Chair of the Maintenance Committee.

Proposed by Cllr Travis, seconded by Cllr Alexander.

In favour: Cllrs Alexander, Kilmurray, Travis,

Against:

Abstain: Cllr Clark

MA003/23 To receive and approve apologies for absence

None received.

MA004/23 To receive any Declarations of Interest and Dispensations

None received.

MA005/23 To approve the minutes of the Maintenance Committee Meeting held on 18 May 2023

It was RESOLVED that the minutes of the Maintenance Committee Meeting held on 18 May 2023 were an accurate record.

Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.

MA006/23 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)

None in attendance.

MA007/23 Finance Matters:

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

It was noted.

MA008/23 Conservation Matters:

- a) To receive the EA Monthly situation report for May 2023

It was noted.

- b) To receive a report from River Mel Restoration Group

A verbal report was received:

- Noted thanks to Rob Mungovan for recent gravel works in the Mel. ACTION: Parish Office to send a formal letter of thanks.
- Noted plans for further works downstream to be discussed in the autumn.
- RMRG store cupboard review – decided to work with the space available.
- AGM was well attended.
- Noted contractor has not maintained areas of the bank as previously agreed. ACTION: Parish Office to review with contractor.

- c) To receive an update regarding plans for a drainage pond

Noted that more information is needed re potential works. ACTION: Parish Office to chase update.

- d) To receive any other updates and consider actions

None received.

MA009/23 Allotment Matters:

- a) To receive an update about the community allotment

Chris Selway advised the holders of the community plot were unable to continue looking after it – would like to hand the plot back.

Cllr Travis noted that the local NHS PCN were looking for a plot for a mental health initiative. Chris raised concerns over who would manage the plot. ACTION: Parish Office to confirm if NHS can manage plot.

- b) To receive a report on collected asbestos

One plot holder has a bucket of asbestos that is ready for collection. ACTION: Parish Office to gather quotes for collection and inform all plot holders of date so any other material can be identified.

(Cllr Barnes joined the meeting at 9:48)

- c) To receive any updates and consider actions

A verbal report was received:

- 8 plots highlighted at recent inspections as unworked and the holders have been contacted, those who have not replied will be contacted with notice of termination. ACTION: Parish Office to communicate with plot holders. Noted that the current Allotment Lease needs reviewing to establish time frame of termination process.
- Complaint over removal of ivy from boundary. ACTION: Parish Office to recommunicate policy on maintaining communal areas, trimming, leaving central walkway clear, and rubbish
- Parking along road causing issues for plot holders. ACTION: Parish Office to send polite note to businesses in the area to remind them about courteous parking.

(CS left the meeting at 9:55)

MA010/23 Stockbridge Meadows:

- a) To receive an update on the progress of the management plan

MB and LB to provide draft of management plan prior to next meeting for review by JT and KR.

- b) To receive any other updates and consider actions

- Busy time for wardens and they are unable to cut back the nettles and keep up with strimming needs. KR stated strimming would be needed monthly and takes a lot of Wardens time. ACTION: Parish Office to obtain quotes for clearing the nettles in the orchard area.
- Wardens noted amenity area had only been cut as paths and not whole area. ACTION: Parish Office to confirm with contractor spaces that need attention.
- Noted thanks for installation of coronation bench and it was noted maintenance will be needed around the boardwalk

(MB and LB left the meeting at 10:08)

MA011/23 Governance Matters:

- a) To receive the weekly inspection reports and consider any necessary actions

The reports were noted.

- Noted that the water temperature reached 55c when carrying out legionella testing at pavilion and it is understood that 60° should be reached. Further advice will be sought from 4i Water when they carry out the legionella risk assessment on 19 July.

- b) To consider any updates on vandalism in the Parish

The report was noted.

- c) To note co-approval of a phs invoice under delegated authority

This was noted.

- d) To receive any other updates and consider actions

None received.

MA012/23 Cemetery Matters:

- a) To consider advice to replace the dead lavender and hebe shrubs in New Road

Still waiting on advice – deferred to autumn meeting as no planting to take place during summer.

b) To receive an update on the request from a resident regarding land at New Road Cemetery
Request to meet resident in person. ACTION: Parish Office to arrange meeting when suitable.

c) To receive any other updates and consider actions

A member requested a memorial for Saxon burial at New Road cemetery. ACTION: Parish Office to obtain quotes for appropriate memorial.

Orchard Road cemetery parking potentially causing issues. ACTION: Parish Office to follow up with Highways regarding scheme for road marking.

MA013/23 Village Maintenance Matters:

a) To consider actions from the ROSPA reports

Actions list noted. Parts are being obtained where required. It was noted that specialists will be needed for some works. ACTION: Parish Office to obtain relevant quotes.

b) To consider quotations to cut back to trees along the Worcester Way fence boundary

Awaiting quotes.

c) To receive an update regarding the fencing works between Worcester Way and the private farm land

Noted that bolts had been removed from new fencing for access, one section of fencing inadequate. Contractor has been contacted and will be reviewing works to properly secure existing fence and consider the need for extra fencing.

d) To consider quotations to repair the notice board and review alternative options

Deferred. Awaiting quotes. It was noted that it was difficult to find contractors who are willing to take on the work and members suggested local contractors that may be able to help.

It was noted that replacement or repair of the noticeboards could be considered.

e) To receive and update about tree work in the churchyard

Deferred.

f) To consider quotations for additional picnic benches in the Moor Play Park

Three quotes were obtained. Cllr Travis suggested adding accessible table to quote.

It was RESOLVED to approve expenditure of up to £1000 for one accessible bench and one standard bench

Proposed by Cllr Kilmurray, seconded by Cllr Alexander. All in favour.

g) To consider quotations for replacement materials to repair benches

It was RESOLVED to accept Second Life quote for £233.20 + VAT

Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

h) To note the email decision regarding the location of a memorial bench

Noted decision of location B.

ACTION: Parish Office to obtain quotes for installation of base and bench, and installation of coronation bench will be carried out by the wardens.

i) To receive any other updates and consider actions

None received.

MA014/23 Pavilion Matters:

a) To receive an update on fire safety

Amendment of policy to include PEEP and location details with What3Words reference.

It was RESOLVED to approve the fire safety document for the Pavilion subject to changes above.

Proposed by Cllr Barnes, seconded by Cllr Kilmurray. All in favour.

b) To consider quotations to replace the TMVS on the showers

It was RESOLVED to accept Shelford Heating quote for replacement of valves for £281.84 +VAT.

Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

c) To consider quotation for a deep clean of the pavilion

It was RESOLVED to accept quote for pavilion deep clean for £150+VAT.

Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour.

- d) To receive any other updaters and consider actions

It was noted that the bench to the rear of the pavilion, that is often moved, has a burn mark to the top.

MA015/23 Littlehands Matters:

- a) To consider quotations to repair the floodlight

It was RESOLVED to accept PJ Robinson quote for replacement of floodlights for £440 +VAT.

Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.

- b) To consider a quotation to survey the external flood lighting and report findings

No longer applicable due to resolution of MA015/23a.

- c) To receive an update on the drains

Awaiting second quote.

- d) To receive any updates and consider actions

None received.

MA016/23 Policies and Risk Assessments

- a) To consider the approval of the fire safety policy

Deferred. Finalising document.

- b) To consider updates to the Community Facilities and Services Equal Opportunities for Access policy

Deferred for consideration at the full Council meeting.

- c) To receive an update regarding the Melbourn Play Parks Working Party Terms of Reference

It was noted that at the Annual Parish Council Meeting 22 May 2023, under PC010/23b, it was agreed to disband the committee. TOR is no longer needed after Committee was disbanded

- d) To consider any updates and consider actions

None received.

MA017/23 Skate Park Working Party (SPWP)

- a) To receive any updates and consider actions

Office staff to identify areas of investigation to progress the project.

MA018/23 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

Internal jobs:

ITEM	Location	Reported by	Notes	Actions	WHO?
1	Norgetts lane	Resident	Bench along Norgetts need repairing.	SM to obtain quote from contractor. Contract wardens have inspected and have indicated they can repair. Quotes available. Further investigations required - deferred. Being consider for inclusion in the 2023/24 maintenance budget. Office to obtain quotes.	SM
2	Road markings Little Lane and High Street (outside Strands)	SAH	SAH has been in contact with John Obrien. CL to discuss repainting zebra crossing with JH and using surplus paint for road markings. Road outside Strands is in a very poor condition.	Clerk to follow up	JH
3	The Moor, near allotments	wardens	Large pothole.	ACTION : SM to report to CCC. CCC to repair in next 12 weeks. ACTION : Councillors to inspect roads for potholes. Creation of map to identify the worst areas.	CCC/PC

8	Bowls club hedge	Wardens	Conifer needs cutting back	Obtain quotes	SM
9	New Rec bench	Wardens	Although the bench is heavy keeps being moved around the new rec.	Wardens and clerk to identify possible location to fix bench. Bench not been moved recently.	Wardens
10	The moor	wardens	Sign faded. New sign needed (12 and under).	Obtain quotes - ROSPA report states new guidelines.	SM
11	Worcester Way	Resident	Branches over hanging residents garden.	Discussed 20/04/23 - obtaining quotes.	Wardens
12	Various	Wardens	Orchard, verge opposite sheeps row, and grass near telephone box requires cutting.	SM to inform contractor. Meeting to be arranged to discuss problem areas	Contractor
14	All roads	All	Councillors to inspect roads for potholes.	Creation of map to identify the worst areas.	ALL
15	Stockbridge Meadows	Wardens	Paths require cutting.	SM contacted contractor. Amenities area requires cutting	Contractor
16	Outside Orchard Surgery	Wardens	Salt bin on Orchard Surgery road - destroyed	Contacted SCDC about replacement - awaiting costs	ATC
17	Tree - Cedar Close	Resident	Tree in need of cut, leaving sticky residue on paths etc.	ATC to obtain quotes for pruning - along with advice as to when best to cut.	ATC

External jobs:

ITEM	Details of work required	Reported by	Notes	Actions	WHO?
1	Back Lane	Resident	Report that trees along Back Lane require cutting back. Office has reported to Highways with photo.	Parish Office to follow up. Highways have scheduled the work to be carried out soon.	Highways
2	Back Lane	SAH	Road sign at the bottom of Back Lane is very poor condition. SAH has reported to SCDC. Warden carried out some repair works, but awaiting action from SCDC	Update: sign now demolished, reported again to Highways 24/05/23	SCDC
3	Verge top of Water Lane (Chalkhill Barrow side)	Resident / JH	Verge requires maintenance. Need to establish is it Highways or MPC? Not on grass cutting schedule. Report that bamboo is growing in the verge. Needs dealing with. Reported to Highways. Highways Officer will come out and inspect.	CL sent CGM quote to John Obrien for confirmation that we will be reimbursed for the work. John Obrien has confirmed work will be financed by Highways. Highways to order work. Waiting to receive confirmation from Highways' Finance department. Highways to finance in new financial year. Highways confirmed that they will pay for the work, however quote is out of date. Re-quote required.	SM / Highways

4	Damaged footpath sign, end of the Moor	Litterpicker	Footpath sign for path under the A10 damaged. SM to report to highways.	CCC confirm sign to be replaced 2023/24. Monitor.	SCDC
5	Gullies - various	Various	Overflowing with recent heavy rains. District Cllrs met with Highways Officer. County is aware. Clearance will not take place until leaf fall is finished.	Clerk to contact to request clearance of gullies.	CCC
6	Bottom of The Moor (High Street end)	Resident	Damaged signs. Lamp post damaged. MVC sign to be replaced. Office to report to Highways. Library sign to be relocated to High Street. Office to seek permission. Signs on the corner of The Moor replaced. Awaiting information regarding relocation of library sign.	Action Clerk to chase	CCC
7	Station Road	Resident	Damage to barrier on corner of Station Road. Highways advised this should be reported to the EA.	Reported to EA.	EA
8	Palmer's way	resident	Damaged sign on Palmer's way. Wardens to identify location, take photo and office to report.	Reported to SCDC with photo.	SCDC
9	Royston Road	Litterpicker	Damaged street sign.	Reported to SCDC with photo.	SCDC
11	Royston Road / a10 Junction	Wardens	Damaged Royston Road sign.	SM reported to SCDC	SCDC

MA019/23 New Maintenance Issues: To consider Maintenance issues arising since last meeting

Cllr Clark reminded the wardens of work to repaint fascia at Little Hands.

Cllr Alexander commented on bin replacements around the village. ACTION: Parish Office to obtain quotes. SP mentioned failure to cut grass on Greengage Rise. ACTION: Parish Office to remind contractor.

MA020/23 To note date of next meeting: Thursday, 20 July 2023

Meeting closed prior to date being verbally noted. It is noted that the date of the next meeting is the 20 July 2023.

Meeting closed at 11:03

MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE
(District of South Cambridgeshire)

A meeting of the Maintenance Committee held on Thursday, 18 May at 09:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Travis (Chair), Alexander, Kilmurray and Clark

Absent: Cllrs Barley and Barnes,

In attendance: Sophie Marriage (Parish Clerk), Steve Pitman and Keith Rudge (Wardens), Maureen Brierley (RMRG), and Alexandra Coxall and Abigail Williams (Assistants to the Parish Clerk).

MA218/22 To receive and approve apologies for absence

None received.

MA219/22 To receive any Declarations of Interest and Dispensations

None received.

MA220/22 To approve the minutes of the Maintenance Committee Meeting held on 20 April 2023

It was RESOLVED that the minutes of the Maintenance Committee Meeting held on 20 April 2023 were an accurate record.

Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

MA222/22 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)

None in attendance.

MA223/22 Finance Matters:

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

It was noted.

MA224/22 Conservation Matters:

- a) To receive the EA Monthly situation-report for April 2023

It was noted.

- b) To receive a report from River Mel Restoration Group

A verbal report was received.

- EA and RMRG to meet to discuss anomalies in the report relating to the support pipe. Members are welcome to join the meeting. RMRG to advise meeting date to MPC.
- The river is flowing well, but unfortunately no "significant" species of fish, such as brown trout, were identified from the survey. Rob Mungovan will be commencing work to add gravel to the river on Monday 22 May.
- RMRG require more space for storing equipment because they have new members. ACTION: Look at possible spaces or reworking current area.

- c) To receive any other updates and consider actions

None received.

MA225/22 Allotment Matters:

- a) To consider quotations to cut the grass along the main walkway of St George's allotments

Deferred awaiting quotation.

- b) To receive any updates and consider actions

It was noted that inspections will take place next week.

MA226/22 Stockbridge Meadows:

- a) To receive an update on the progress of the management plan

MB and JT to meet with KR and possibly Rob Mungovan to discuss the document in its current form. Thanks were noted to MB for creating the current document and gathering information.

- b) To receive any other updates and consider actions

It was noted that there are a lot of nettles at Stockbridge Meadows and MB has been taking photos to record the water in the FWAG pond trench. ACTION: LB to investigate how best to deal with nettles.

There are reeds growing through the boardwalk that will require cutting back. ACTION: Wardens to cut back when necessary. The dog management signs have been removed from entrance. ACTION: Assistant to the parish Clerk to obtain quotes for replacement. It was noted with thanks that a resident has offered to water young trees again this year.

MA227/22 Governance Matters:

- a) To receive the weekly inspection reports and consider any necessary actions
The reports were noted.
- b) To consider any updates on vandalism in the Parish
The report was noted.
- c) To receive any other updates and consider actions
None received

MA228/22 Cemetery Matters:

- a) To consider advice to replace the dead lavender and hebe shrubs in New Road
Deferred. Awaiting advice.
- b) To consider a request from a resident regarding land at New Road Cemetery
It was agreed that to properly understand the proposal that a meeting should be arranged with the resident. ACTION: Clerk to arrange.
- c) To receive any other updates and consider actions
None received.

MA229/22 Village Maintenance Matters:

- a) To consider the ROSPA reports
The reports were noted. ACTION: Parish Office to identify areas requiring action and who should carry them out.
- b) To consider quotations to cut back to trees along the Worcester Way fence boundary
Deferred. Awaiting quotations.
- c) To consider quotations to clear soil from along the fence line at Worcester Way
Deferred. Awaiting quotations.
- d) To receive an update and regarding tree planting
It was noted with thanks that Shire Trees have offered to carry out the planting free of charge. ACTION: Clerk to inform resident and wardens to carry out watering of trees
- e) To consider quotations to repair the notice board
Deferred. Awaiting quotations.
- f) To consider quotations for tree work in the churchyard
One quotation was obtained. It was noted that the work may need to wait until the end of nesting season. Item deferred to obtain second quotation. ACTION: Parish Office to obtain second quotation and to contact Church authorities for permission to carry out the work.
- g) To note the plans for the funfair and an email decision regarding charges
It was noted.
- h) To receive an update regarding the path behind the war memorial
It was noted that a proposal had been received from the Greenways initiative that the path might be within their project scope and they may carry out the work to widen the path. ACTION: Clerk to follow up.
- i) To receive any other updates and consider actions
Goal mouth maintenance may be required. ACTION: Clerk to check all teams have stopped playing and to instruct contractor.

MA230/22 Pavilion Matters:

- a) To receive an update on fire safety
It was noted that this is in progress.
- b) To consider quotations to empty the septic tank
It was RESOLVED to accept the quote from Mitchell and Mayle for £170.
Proposed by Cllr Clark, seconded by Cllr Kilmurray. All in favour.
- c) To consider quotations for Legionella Risk Assessment
It was RESOLVED to accept the quote from 4i water for £355+VAT,
Proposed by Cllr Kilmurray, seconded by Cllr Alexander. All in favour.
- d) To consider quotations to replace the TMVS on the showers
Deferred. Awaiting additional quotations.
- e) To consider quotations for drain jetting
It was RESOLVED to accept the quote from Mitchell and Mayle for £160 + VAT,
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.
- f) To receive any other updaters and consider actions
None received.

MA231/22 Littlehands Matters:

- a) To consider quotations to repair the floodlight
Deferred. Awaiting quotations.
- b) To consider a quotation to survey the external flood lighting and report findings
Deferred. Awaiting quotations.
- c) To receive an update on the drains
It was noted that quotations are being obtained for the works on the drains and to subsequently repair the car park.
- d) To receive any updates and consider actions
None received.

MA232/22 Policies and Risk Assessments

- a) To consider the approval of the fire safety policy
In progress.
- b) To consider any updates and consider actions
None received.

MA233/22 Skate Park Working Party (SPWP)

- a) To receive any updates and consider actions
Actions need to be completed from previous meetings to progress the project.

MA234/22 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 18 May 2023

ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
2	Back Lane	Resident	Report that trees along Back Lane require cutting back. Office has reported to Highways with photo. ACTION: Parish Office to follow up. Highways have scheduled the work to be carried out soon.	CL/SM

3	Norgetts lane	Resident	Bench along Norgetts Lane needs repairing. SM to obtain quote from contractor. Contract wardens have inspected and have indicated they can repair. Quotes available. Further investigations required - deferred. Being consider for inclusion in the 2023/24 maintenance budget. To be on June agenda.	SM
4	Back Lane	SAH	Road sign at the bottom of Back Lane is very poor condition. SAH has reported to SCDC. Warden carried out some repair works, but awaiting action from SCDC	SCDC
5	Verge top of Water Lane (Chalkhill Barrow side)	Resident / JH	Verge requires maintenance. Need to establish is it Highways or MPC? Not on grass cutting schedule. Report that bamboo is growing in the verge. Needs dealing with. Reported to Highways. Highways Officer will come out and inspect. CL sent CGM quote to John Obrien for confirmation that we will be reimbursed for the work. John Obrien has confirmed work will be financed by Highways. Highways to order work. Waiting to receive confirmation from Highways' Finance department. Highways to finance in new financial year	CL/SM
6	Road markings Little Lane and High Street (outside Strands)	SAH	SAH has been in contact with John Obrien. CL to discuss repainting zebra crossing with JH and using surplus paint for road markings. Road outside Strands is in a very poor condition. ACTION: Clerk to follow up	JH
7	Damaged footpath sign, end of the Moor	Litterpicker	Footpath sign for path under the A10 damaged. SM to report to highways. Reported. CCC confirm sign to be replaced 2023/24	SM
8	Gullies - various	Various	Overflowing with recent heavy rains. District Cllrs met with Highways Officer. County is aware. Clearance will not take place until leaf fall is finished.	CL
9	Bottom of The Moor (High Street end)	Resident	Damaged signs. Lamp post damaged. MVC sign to be replaced. Office to report to Highways. Library sign to be relocated to High Street. Office to seek permission. Signs on the corner of The Moor replaced. Awaiting information regarding relocation of library sign. Action Clerk to chase	CL/SM
10	Station Road	Resident	Damage to barrier on corner of Station Road. Highways advised this should be reported to the EA. Reported to EA.	CL
11	Palmers way	resident	Damaged sign on Palmers way. Wardens to identify location, take photo and office to report. Reported.	SCDC
12	Royston Road	Litterpicker	Damaged street sign. Reported to SCDC with photo.	SCDC
13	The Moor, near allotments	wardens	large pothole. ACTION : SM to report to CCC. CCC to repair in next 12 weeks. ACTION : Councillors to inspect roads for potholes. Creation of map to identify the worst areas.	CCC
15	Royston Road / a10 Junction	Wardens	Damaged Royston Road sign. SM reported to SCDC	SCDC
17	Notice boards	GC	Poor repair - Wardens to look at. The repair project will require planning with the parish office. Action: Clerk to obtain quotes	Clerk
18	Littlehands	GC	Flood light not working. SM to obtain quotes to repair	SM
19	Littlehands	GC	Wooden paneling on emergency entrance side of littlehands requires maintenance. Wardens to re-paint.	Wardens
20	Palmers way	SAH	Tree of concern. Reported to SCDC. SCDC to investigate and raise with the appropriate parties.	SCDC
21	Pavilion	FC	Showers are very hot. Wardens investigating. SM to seek quotes	SM
22	Bowls club hedge	Wardens	Conifer needs cutting back/ Obtain quotes	SM

23	New Rec bench	Wardens	Although the bench is heavy keeps being moved around the new rec. ACTION: Wardens and clerk to identify possible location to fix bench. Bench not been moved recently.	Wardens
24	The moor	wardens	Sign faded. New sign needed (12 and under). ACTION Obtain quotes - ROSPA report states new guidelines.	SM
25	Worcester Way	Resident	Branches over hanging residents garden. Discussed 20/04/23	Wardens
26	Various	Wardens	Orchard, verge opposite sheeps row, and grass near telephone box requires cutting. SM to inform contractor	Contractor
27	Cross Lane	South Cambs	Bin blocked so unable to empty on the junction of Rose Lane and Cross Lane - car consistently blocking bin shed. ACTION: Note to be left of car.	Wardens

It was noted that the job list will be split into jobs for the Parish Council and jobs for other organisations.

MA235/22 New Maintenance Issues: To consider Maintenance issues arising since last meeting

It was noted that quotes to replace bins will be obtained from the Parish Office.

MA236/22 To note date of next meeting: Thursday, 15 June 2023

The date of the next meeting was noted at Thursday, 15 June 2023.

Meeting closed at 10:38

Melbourn Parish Council
Maintenance Expenditure Tracking 2023/24
(Actuals based on paid invoices)

EDGE Code	Budget 2023/24	Actual to date (31/03/2024)	Committed	Balance	Notes
	£	£	£	£	
	<u>Budgeted expenditure (included in Precept)</u>				
	<u>Conservation:</u>				
1000	Allotments - water (2 meters)	850		850	
1000	Allotments - plot clearance/maintenance	400	20	380	
1000	Allotments - Hedge Cutting	600		600	
1000	Allotments - unplanned e.g. asbestos removal	1,300		1,300	
1100	Conservation - Christmas tree and plants for tubs	400		400	
1100	Conservation - tree survey & Tree works	6,160		6,160	
1100	Conservation - emergency tree works	3,300		3,300	
1100	Conservation - tree planting	2,350	22	2,328	
1100	Conservation - unplanned	1,000	496	505	Fencing at 32 Worcester Way
1150	Stockbridge Meadows - path cutting and rolling	300		300	
1150	Stockbridge Meadows - Pond testing	500		500	
1150	Stockbridge Meadows - unplanned	500		500	
		17,660	538	17,122	
	<u>Cemeteries</u>				
2000/1	Orchard Road - electricity	200	9	181	
2000/1	Orchard Road - water	100	51	49	
2000/1	Orchard Road Lychgate - recoat main walls (£835) and gates (£415)	1,000		1,000	
2000/1	Orchard Road - Electrical Testing	170		170	
2000/1	Orchard Road - unplanned (eg path cleaning)	425		425	
2000/2	New Road - water	135	45	90	
2000/2	New Road - tree & hedge work, soil store, path edging	990		990	
2000/2	New Road - unplanned	500		500	
		3,520	105	3,406	
	<u>Play Areas, Recreation Grounds & Pavilion</u>				
3000	Playground - ROSPA	300		300	
3000	Playground - play area maintenance, equipment repair/renewals	1,500	231	1,270	
3000	Playground - tree work/edging	800		800	
3000	Playground - unplanned	250		250	
3200	Recreation Ground - electricity	250	9	232	
3200	Recreation Ground - pest treatment	500		500	
3200	Recreation Ground - unplanned	2,500	720	1,780	Vertridrain Rec
3400	Pavilion - cleaning	1,100	112	848	
3400	Pavilion - electricity	2,400	360	2,040	
3400	Pavilion - water	100		100	
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	1,050		354	Jetting of Septic tank and sanitary disposal
3400	Pavilion - drain clean	300		300	
3400	Pavilion - legionella assessment	330		330	
3400	Pavilion - maintenance (PAT testing, boiler service, fire alarm service, security alarm)	705		705	
3400	Pavilion - unplanned repairs & renewals	1,000	103	897	
		13,085	1,534	10,706	
	<u>Finance & General Purpose</u>				
4300/2	Wardens' materials (mower fuel, spare parts, materials)	680	53	452	
4300/3	Wardens' equipment	500	5	495	
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,450	381	1,044	Signwriting of van £325
4900	Parish Clock - service	200		200	
4900	Parish Clock - repairs	215		215	
5000/9	Litter picking & warden cover	6,300	592	5,479	
7100	Car park workshop - water	205	7	191	
7100	Car park workshop - electricity	2,700	67	2,633	
7100	Car park workshop - PAT testing	30		30	

Melbourn Parish Council
Maintenance Expenditure Tracking 2023/24
(Actuals based on paid invoices)

EDGE Code		Budget 2023/24	Actual to date (31/03/2024)	Committed	Balance	Notes
	<u>Budgeted expenditure (included in Precept)</u>	£	£	£	£	
7100	Car park - unplanned	515			515	
7200	Fire Engine House - Roof repairs	400			400	
		13,195	1,105	436	11,654	
	<u>Rental Property</u>					
9000	Rental Property - Littlehands annual drain cleaning	500			500	
9000	Rental Property - Legionella testing Roof inspection	550			550	
9000	Rental Property - unplanned	500	225		275	Jetting of Drains
9000	Rental Property - projects (drain works in carpark)	5,000			5,000	
		6,550	225	-	6,325	
	Total Maintenance (excluding grounds maintenance contracts)	54,010	3,508	1,290	49,212	

Melbourn Parish Council
Maintenance Expenditure Tracking 2023/24
(Actuals based on paid invoices)

EDGE Code		Budget 2023/24	Actual to date (31/03/2024)	Committed	Balance	Notes
	<u>Budgeted expenditure (included in Precept)</u>	£	£	£	£	
	Grounds Maintenance Contracts					
1200	Grass cutting contract - verges/Hub etc (£622.50 x 12)	7,470	623	623	6,225	
1200	Grass cutting contract - extra cuts x 2	1,200			1,200	
1300	Public Open Space - maintenance (£460 per month)	5,520	460	460	4,600	
1300	Public Open Space - additional work (leaf/hedge works etc)	900			900	
2100	Cemeteries (£405.83 x 12) + £1,000 for extra hedge work in new contract	4,870	406	406	4,058	
2100	Cemeteries - extra cuts (£360 x 2)	720			720	
3200	Recreation Grounds (£755 per month)	9,060	755	755	7,550	
3200	Recreation Grounds - extra cuts (£130 x 2)	260			260	
		30,000	2,243	2,243	25,513	

Monthly water situation report: East Anglia

1 Summary - May 2023

Early May was unsettled, with frontal systems bringing rainfall to East Anglia. High pressure then dominated the UK's weather during the second half of the month, with much drier conditions. Flows in East Anglia responded well to the rainfall close to the beginning of the month, as the soil was then close to saturation following above-average rainfall in March and April. Groundwater also continued to recharge into the start of May. Since the middle of the month, flows have receded with the drier weather and are now at their baseflows. Most groundwater levels are now also receding

1.1 Rainfall

A succession of frontal systems brought significant rainfall to East Anglia between 5 May and 11 May. Rainfall totals in the Little Ouse and Lark, Broadland Rivers and North West Norfolk and Wissey catchments were above 50mm by 11 May. Elsewhere, totals were variable, with the south of the area staying drier. As high pressure built over the UK in the second half of the month, most days were dry. There were no days in the second half of May when rainfall totals exceeded 2mm in any catchment. Overall the rainfall totals for May were within 25% of the long term average [LTA] in most catchments, except in Essex where conditions were drier. The catchments in the north of East Anglia were generally wetter than average, and the catchments in the south were drier.

1.2 Soil moisture deficit and recharge

The soil moisture deficits [SMD] remained low during the first ten days in May, and the rainfall continued to recharge aquifers. However, with the weather turning dry from the middle of the month, the deficit has risen sharply. The combination of dry weather, vegetation growth, long days and moderately strong winds with low-humidity air has led to the deficit rising by around 3mm per day throughout the second half of the month.

1.3 River flows

All river flows sites responded to the rainfall events at the start of the month. Many of the sites recorded exceptionally high flows for the time of year around 8 May and 10 May. The exceptions were the high baseflow catchments of north and north west Norfolk, and some of the gauging stations in the Bedford Ouse and Essex catchments. The rainfall totals were lower in the Bedford Ouse and Essex catchments. With the drier weather in the second half of the month, flows have receded to baseflow.

1.4 Groundwater levels

With relatively low SMD going into May, the rainfall during the first two weeks led to a good recharge response in most boreholes monitoring groundwater levels in East Anglia. Groundwater recharge usually ends earlier in the spring. The rainfall that has led to recharge ended around halfway through the month. Some groundwater levels have continued to rise throughout May, where the response to recharge is slower. Groundwater levels are now generally normal or higher, except in Norfolk. Here, the exceptionally dry summer and a slower start to the recharge season during the autumn has led to some below normal or notably low levels still being recorded.

1.5 Reservoir stocks

Most reported reservoir sites began May with levels approximately equal to the operational control curves or higher. Grafham was the exception, but levels continued to rise throughout May and are now close to the control curve.

1.6 Environmental impact

Only one river support pumps was operating during May. The pump discharges to the Wilbraham River and is part of the Lodes-Granta support scheme.

The Broadland, North Norfolk and North-West Norfolk catchments remain in drought status. The Upper Bedford Ouse, Cam and Ely Ouse, East Suffolk and Essex catchments are in recovery status.

1.7 Forward look

1.7.1 Probabilistic ensemble projections for river flows at key sites

For June 2023 most sites are showing an increased probability of normal flows. Stiffkey is the only major exception, showing a greatly increased chance of below normal flows.

For September 2023 most sites are showing a slightly increased probability of greater than normal flows. The Ely Ouse is showing an increased probability of below normal flows whilst Stiffkey is showing an increased probability of below normal to notably low flows.

1.7.2 Probabilistic ensemble projections for groundwater levels in key aquifers

For September 2023 most sites are showing an increased probability of normal levels. Smeetham is showing an increased probability of above normal levels whilst Washpit Farm and Bircham Newton are showing an increased probability of below normal.

For March 2024 Smeetham, Therfield Rectory and Newmarket are all showing an increased probability of greater than normal levels. Washpit Farm is showing an increased probability of normal levels. Kenninghall and Bircham Newton show an increased probability of lower than normal levels. Redlands and Bury St Edmunds are both in line with the expected probability.

Author: Hydrology, ANG-Hydrology@environment-agency.gov.uk

All data are provisional and may be subject to revision. The views expressed in this document are not necessarily those of the Environment Agency. Its officers, servants or agents accept no liability for any loss or damage arising from the interpretation or use of the information, or reliance upon views contained in this report.

*[SMD]: soil moisture deficits

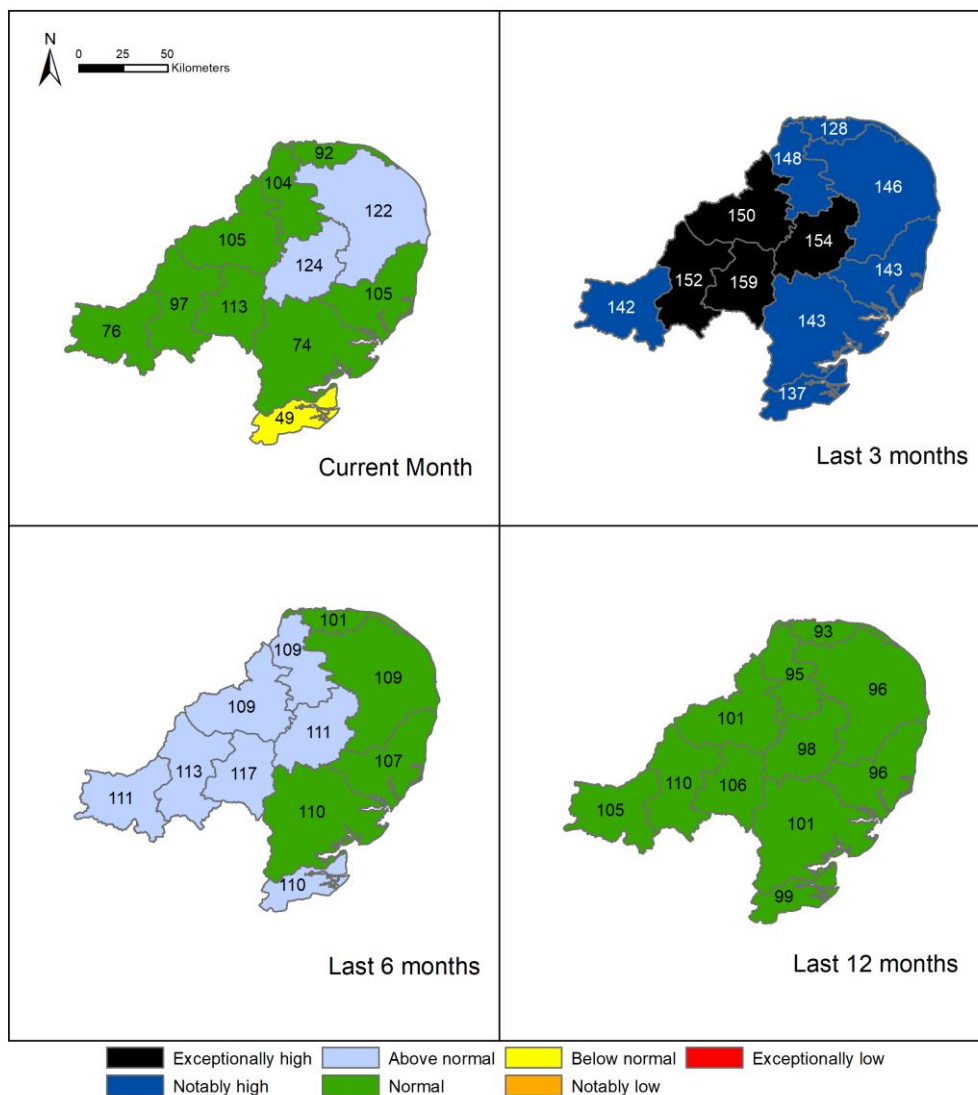
*[LTA]: long term average

Contact Details: 03708506506

2 Rainfall

2.1 Rainfall map

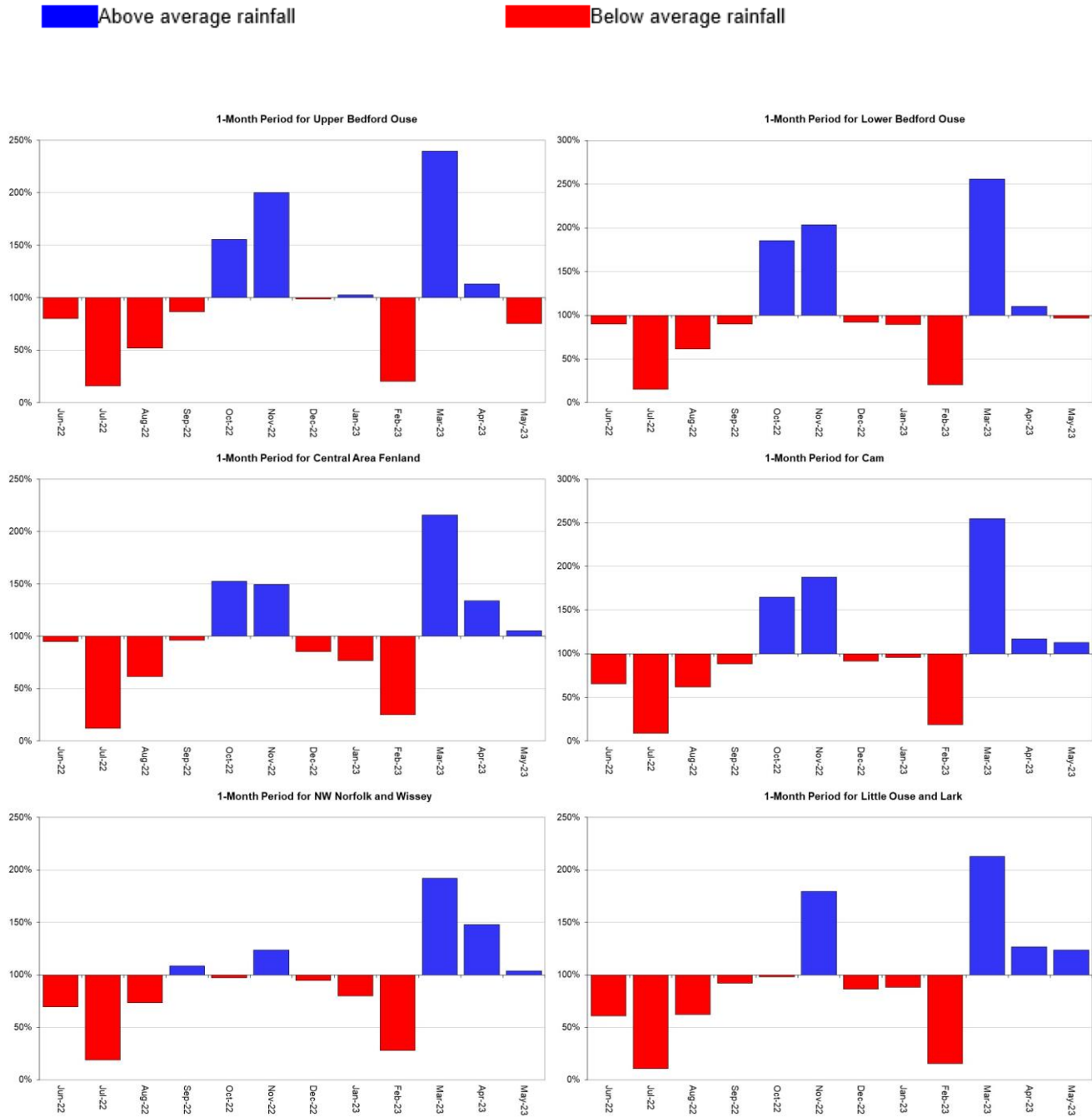
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 31 May 2023), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals. Table available in the appendices with detailed information.

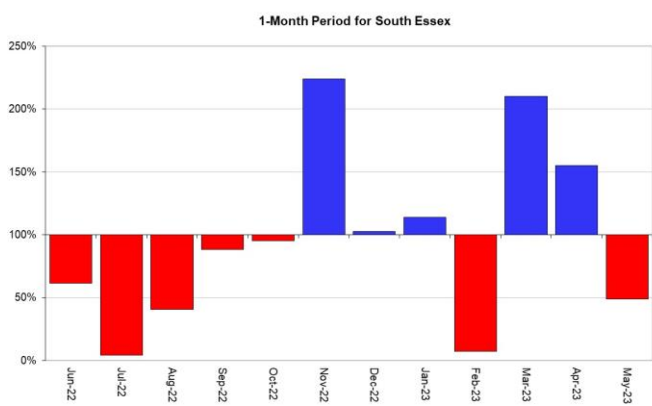
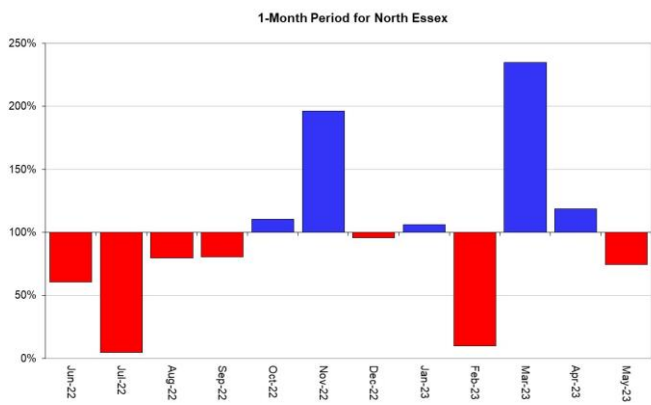
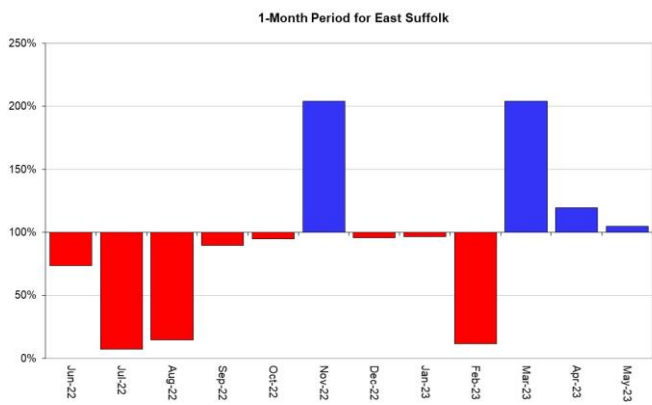
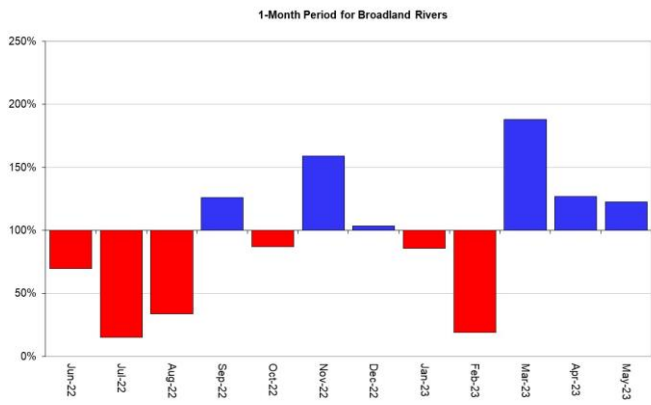
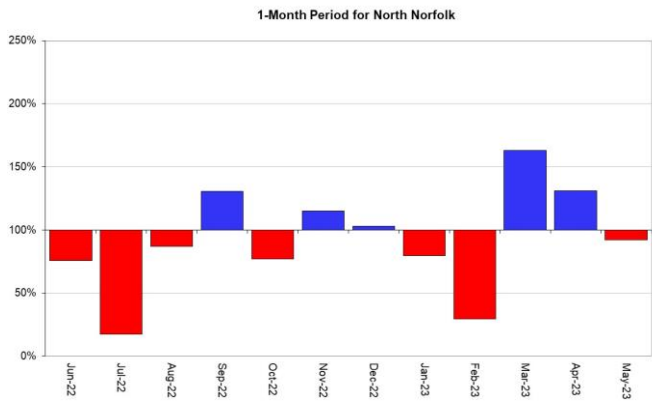


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2023). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved. Environment Agency, 100024198, 2023.

2.2 Rainfall charts

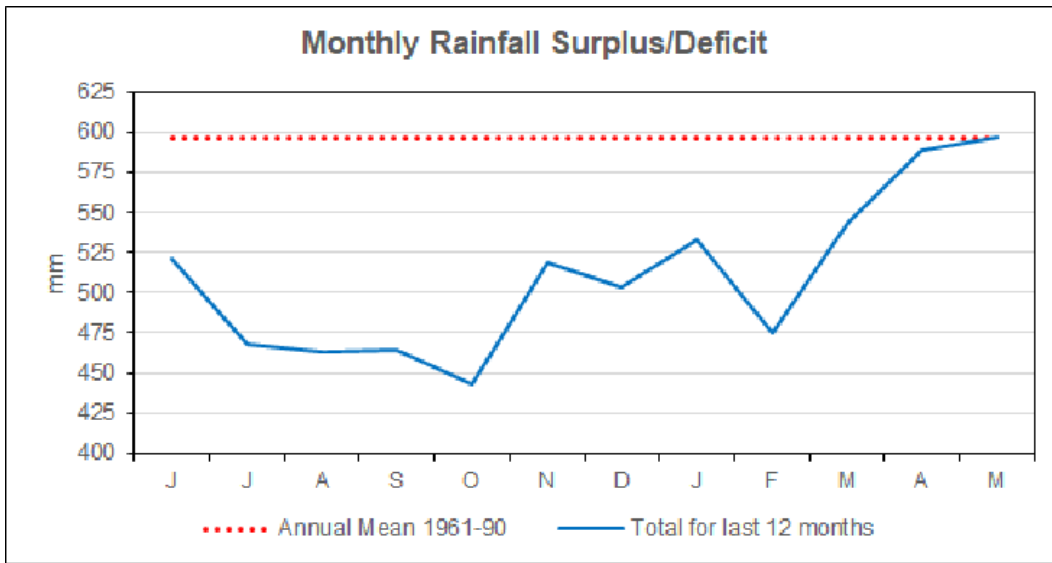
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1961 to 1990 long term average for each region and for England.





HadUK rainfall data. (Source: Met Office. Crown copyright, 2023).

2.3 Monthly rainfall surplus deficit chart

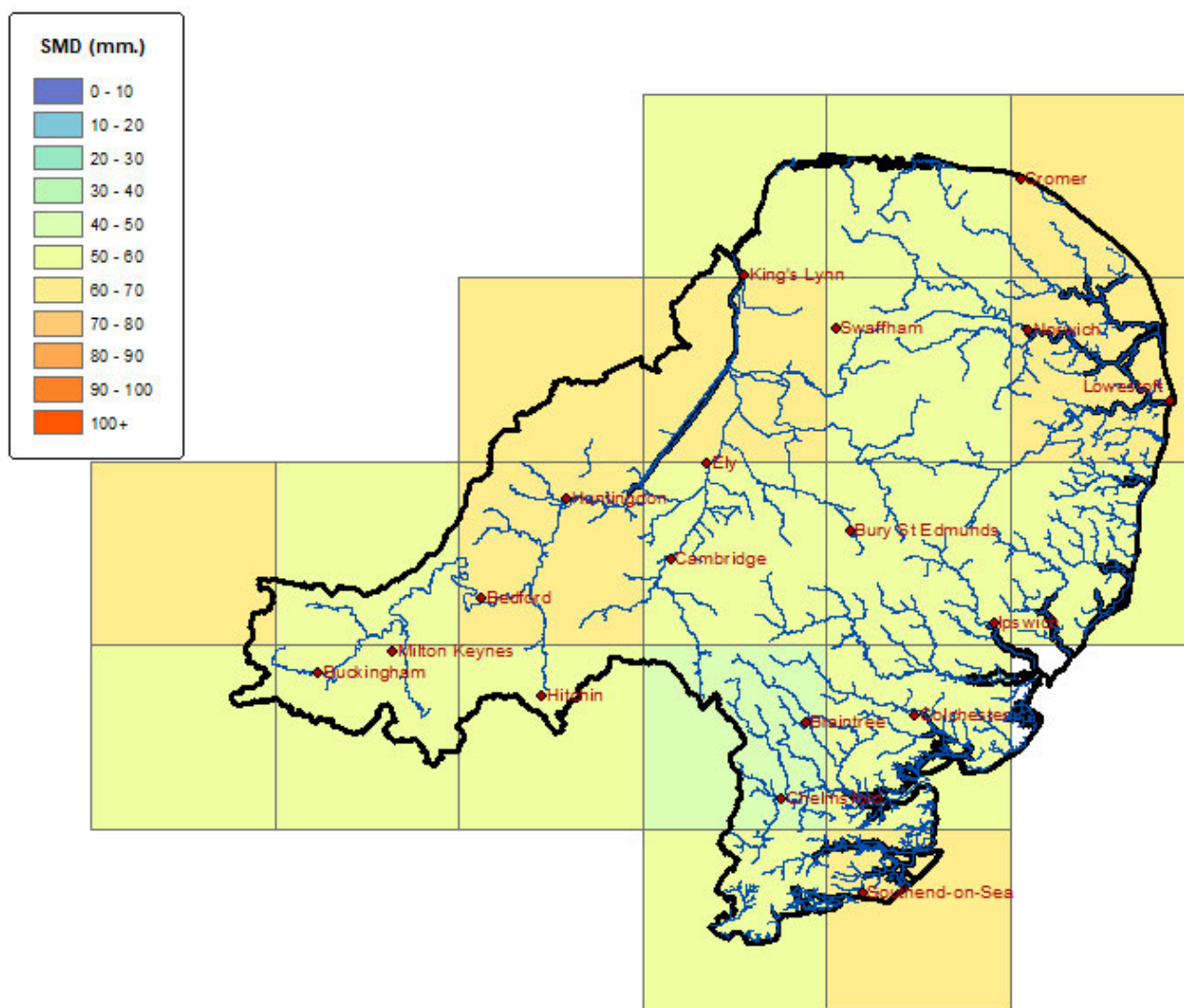


HadUK rainfall data. (Source: Met Office. Crown copyright, 2023).

3 Soil moisture deficit

3.1 Soil moisture deficit map

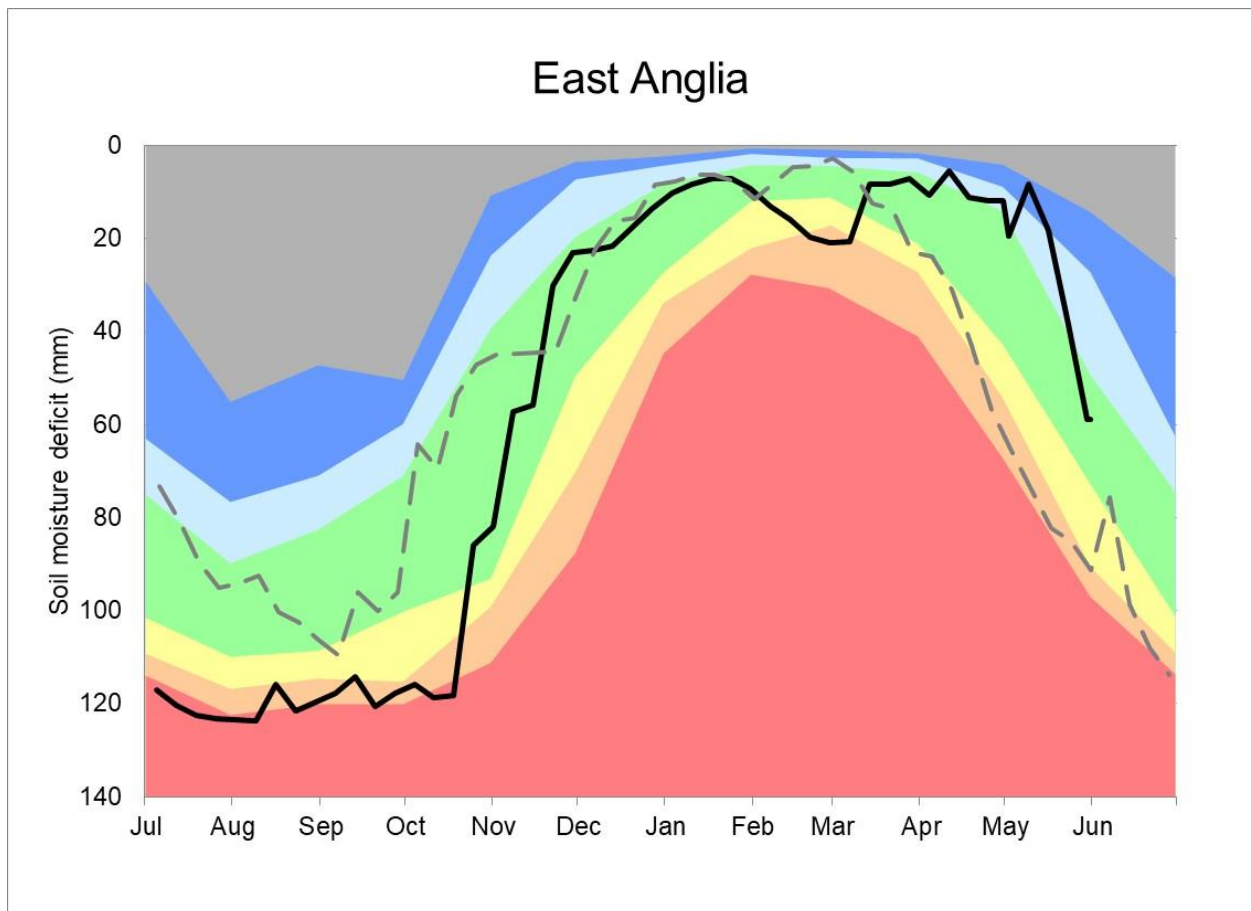
Figure 3.1: Soil moisture deficit values for 31 May 2023. Values based on the weekly MORECS data for real land use.



(Source: Met Office. Crown copyright, 2023). All rights reserved. Environment Agency, 100024198, 2023.

3.2 Soil moisture deficit charts

Figure 3.2: Latest soil moisture deficit compared to an analysis of historic 1961 to 1990 long term data set. Weekly MORECS data for real land use.

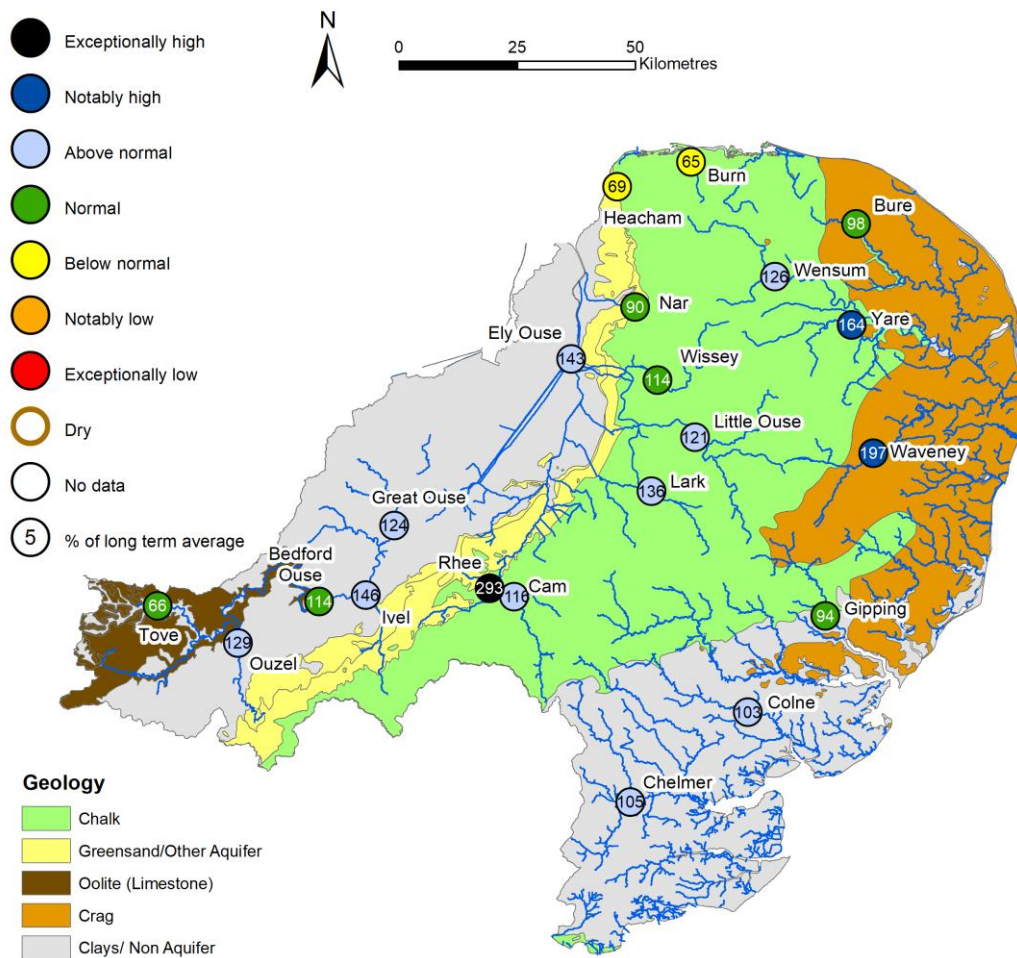


(Source: Met Office. Crown copyright, 2023). All rights reserved. Environment Agency, 100024198, 2023

4 River flows

4.1 River flows map

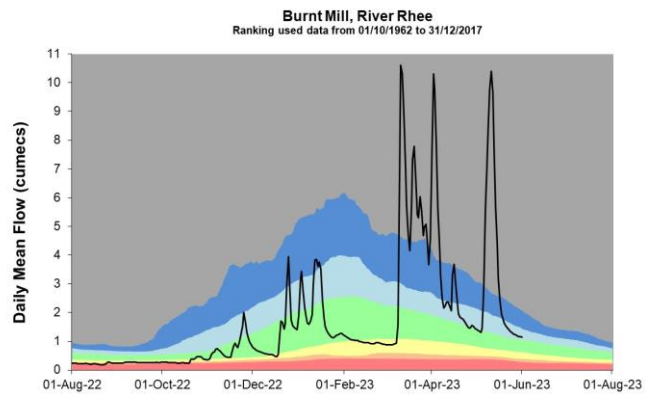
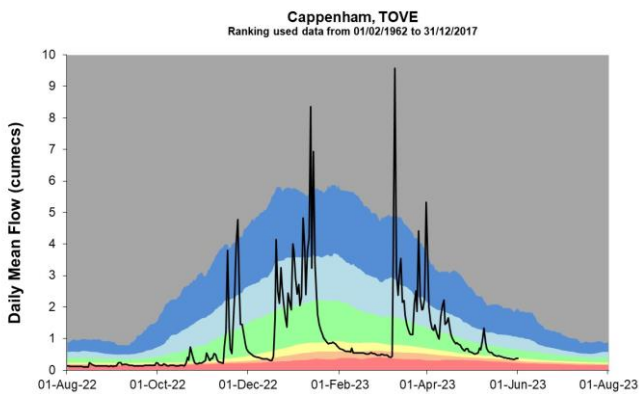
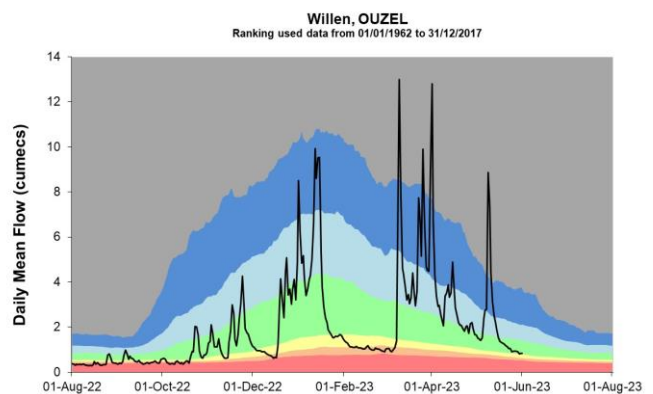
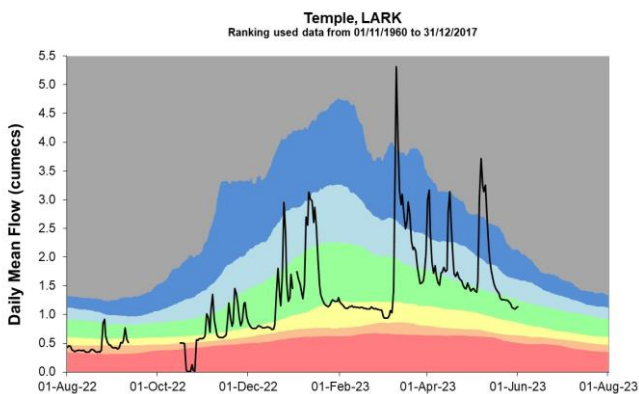
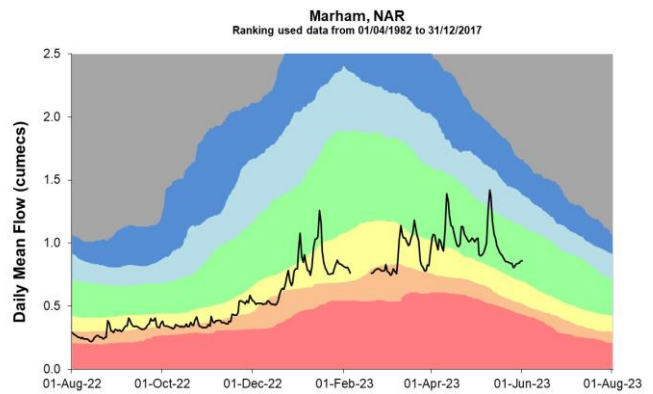
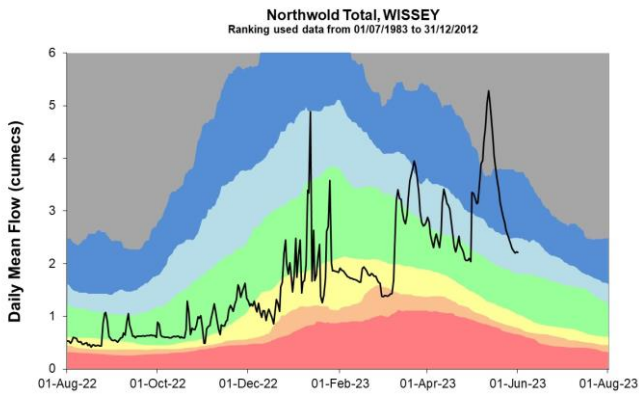
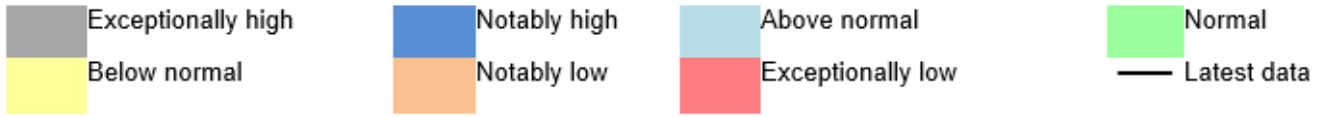
Figure 4.1: Monthly mean river flow for indicator sites for May 2023, expressed as a percentage of the respective long term average and classed relative to an analysis of historic May monthly means Table available in the appendices with detailed information.

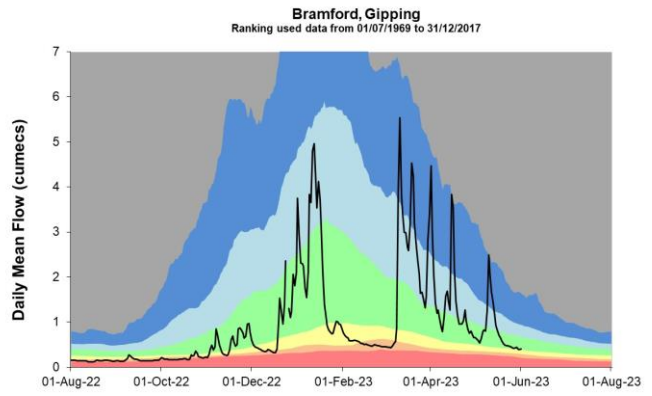
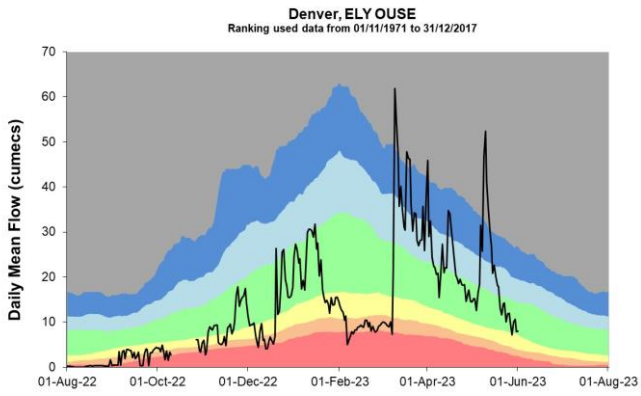
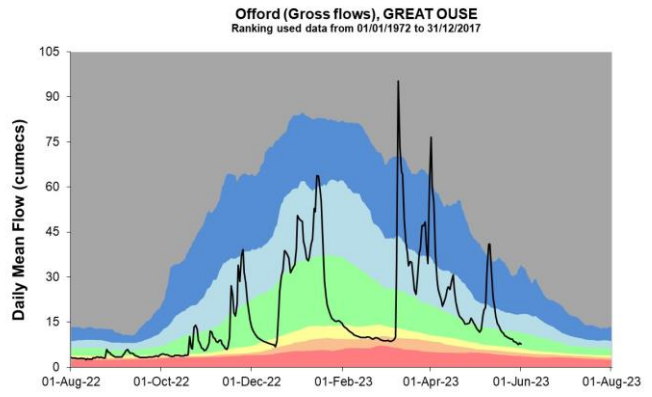
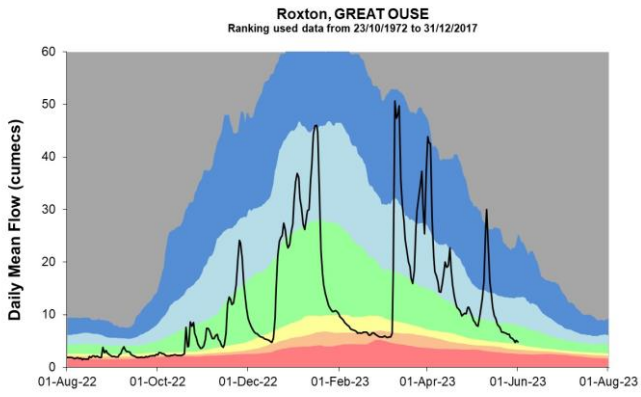
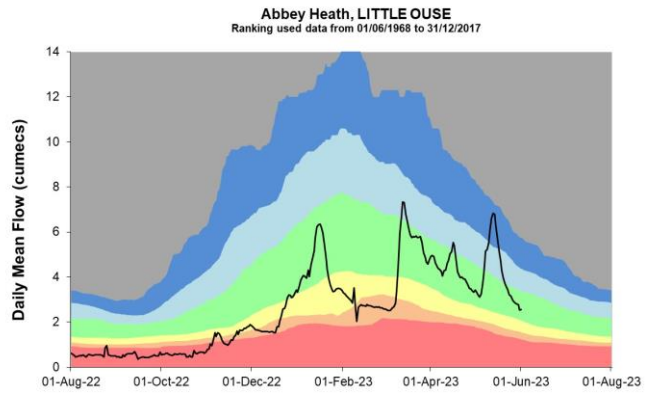
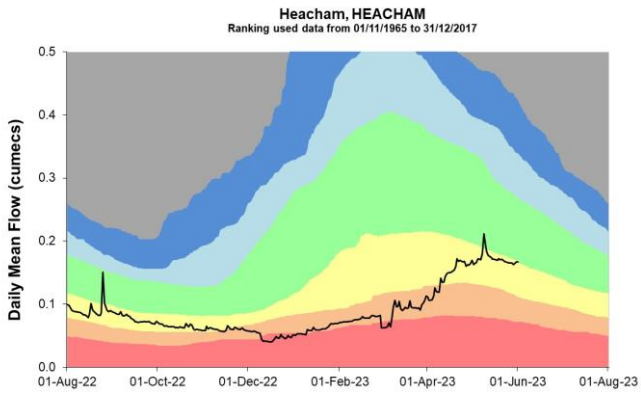
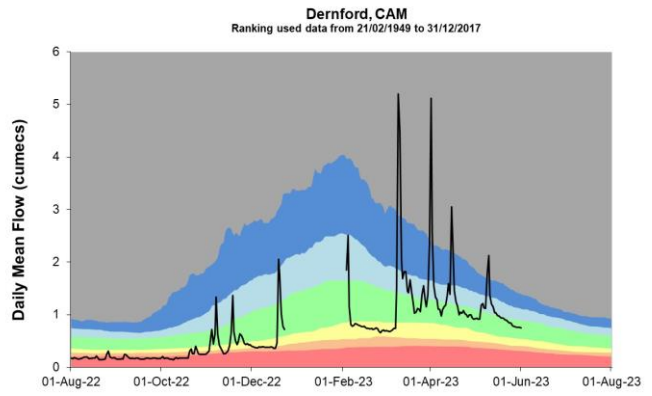
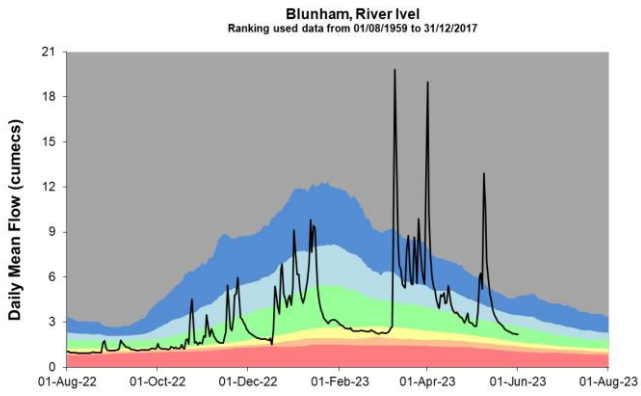


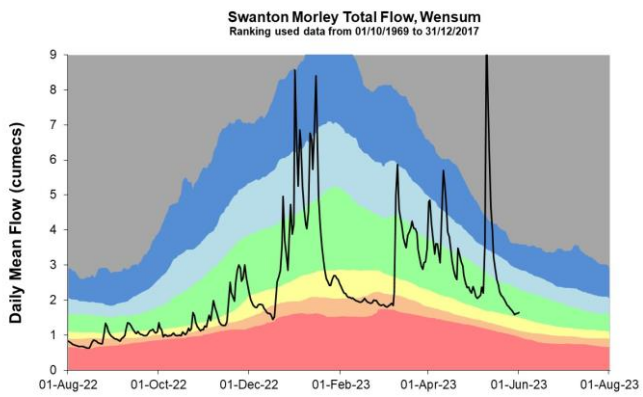
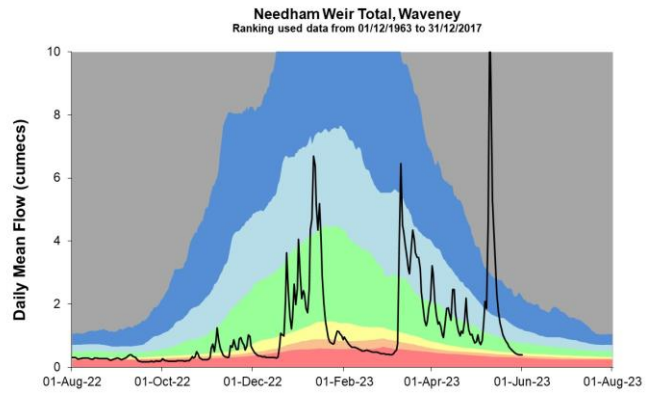
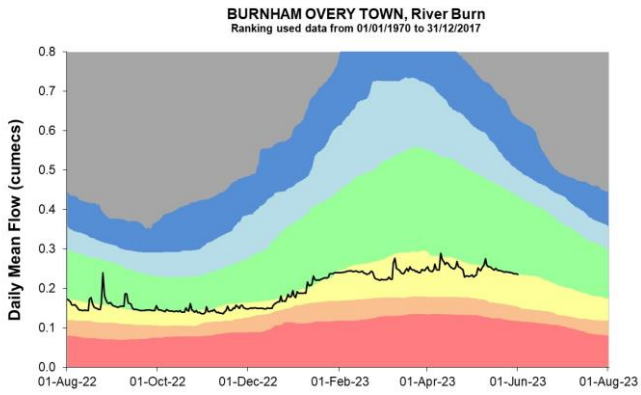
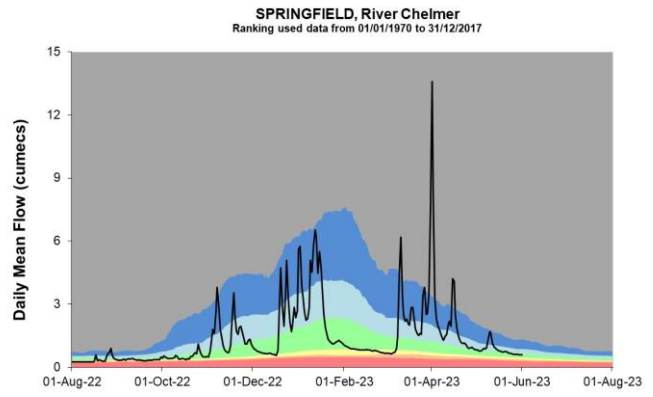
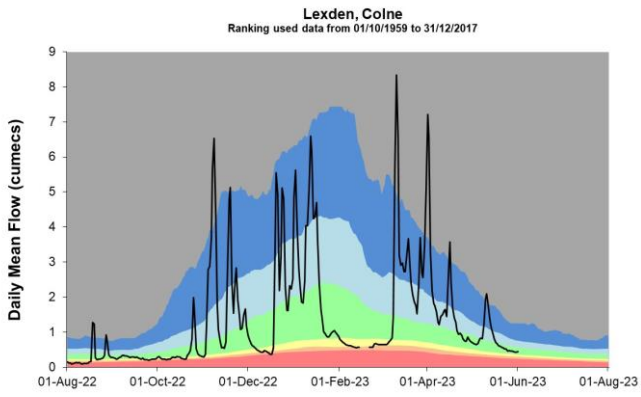
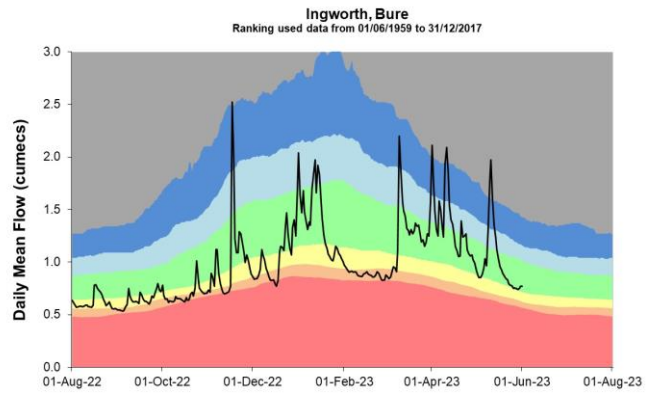
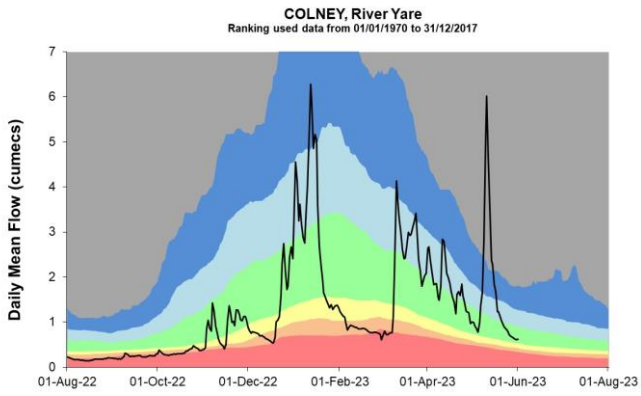
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2023.

4.2 River flow charts

Figure 4.2: Daily mean river flow for index sites over the past year, compared to an analysis of historic daily mean flows, and long term maximum and minimum flows.





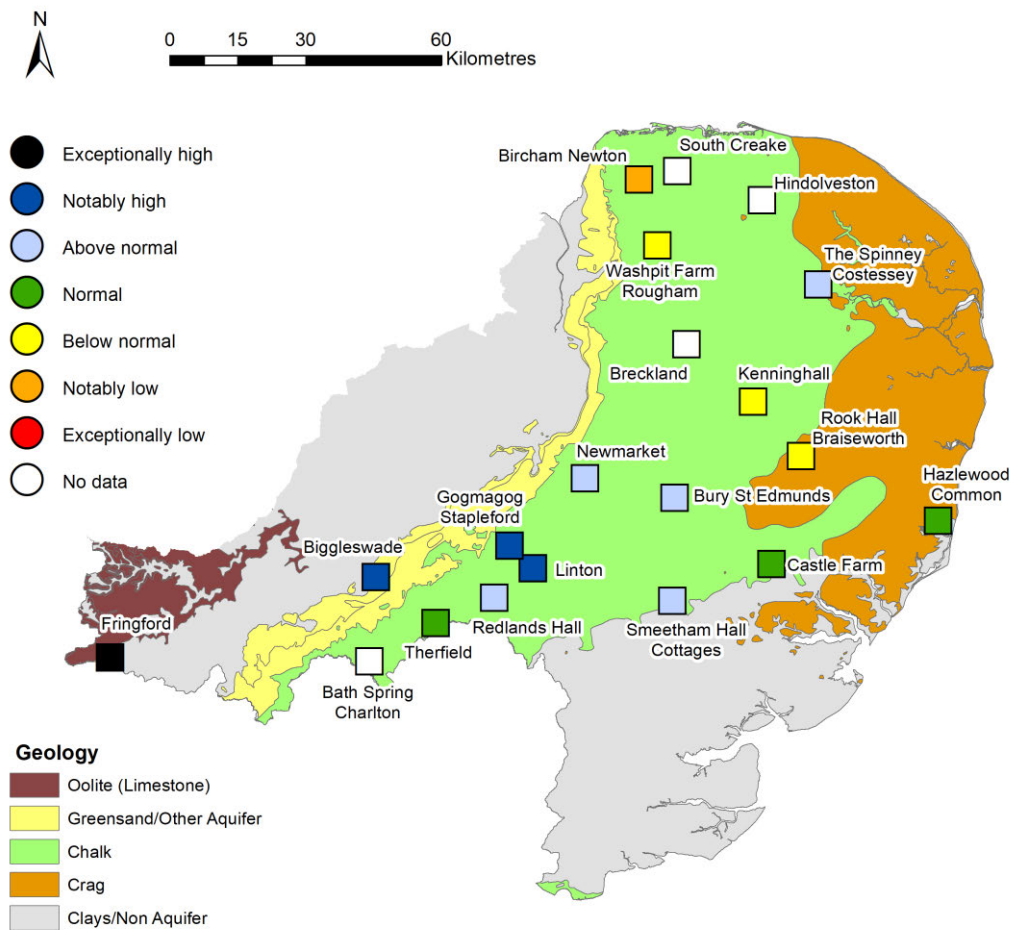


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

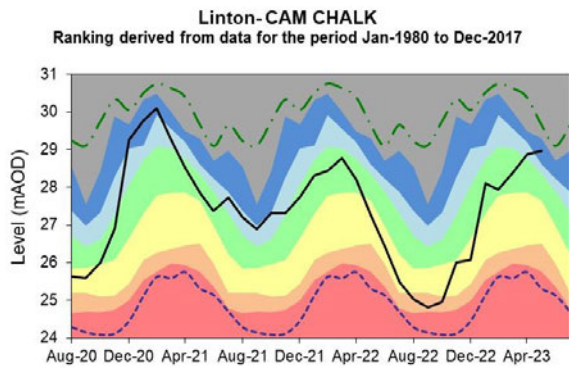
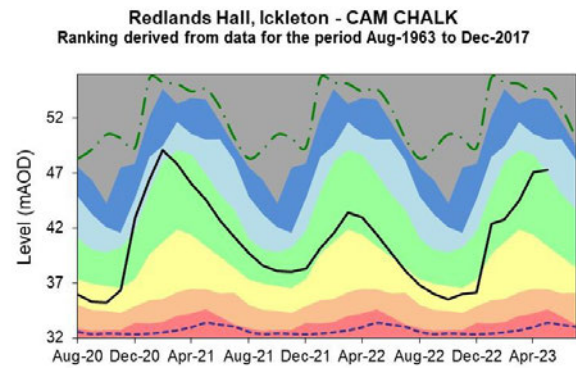
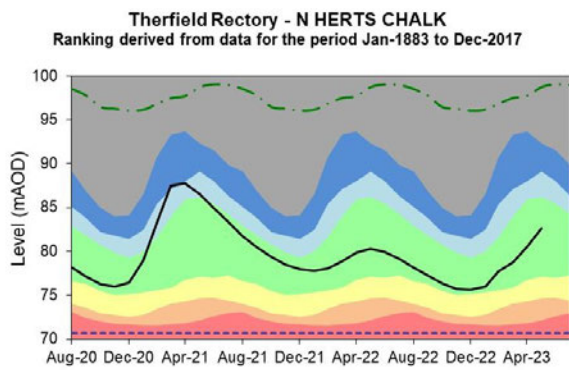
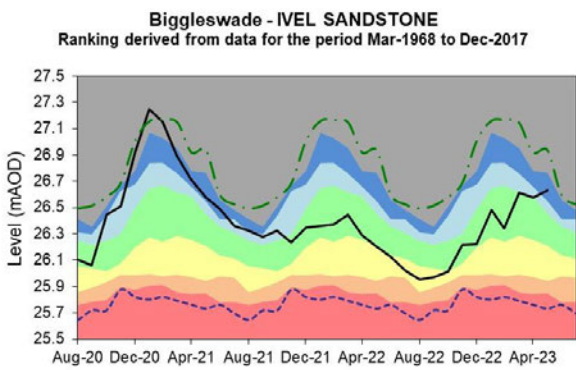
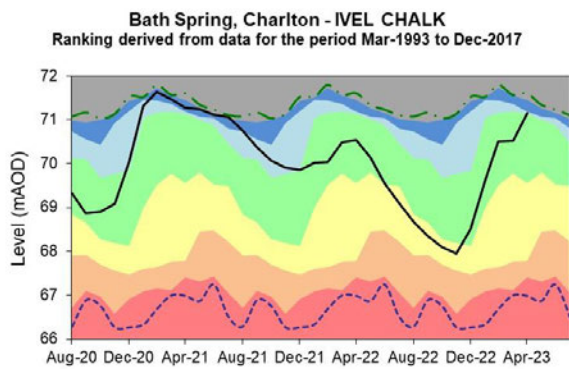
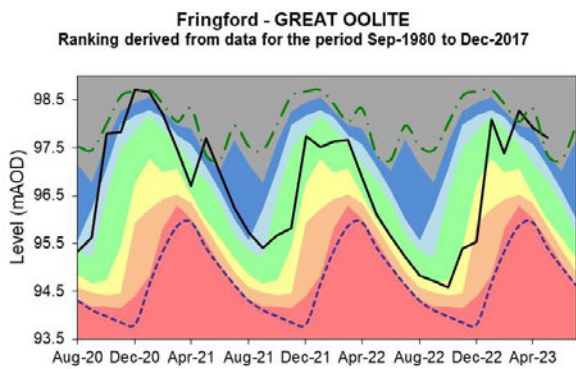
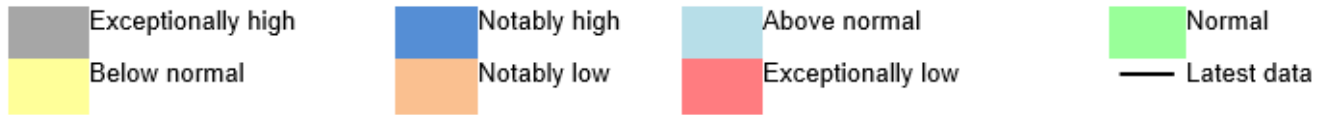
Figure 5.1: Groundwater levels for indicator sites at the end of May 2023, classed relative to an analysis of respective historic May levels. Table available in the appendices with detailed information.



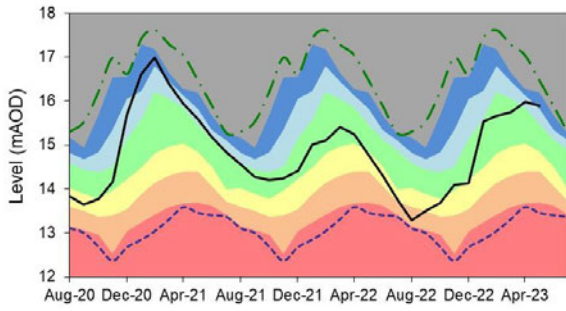
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2023.

5.2 Groundwater level charts

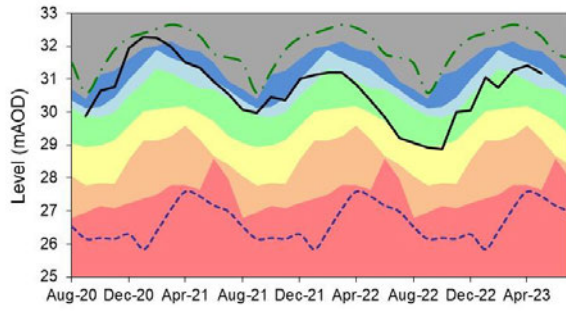
Figure 5.2: End of month groundwater levels at index groundwater level sites for major aquifers. 22 months compared to an analysis of historic end of month levels and long term maximum and minimum levels.



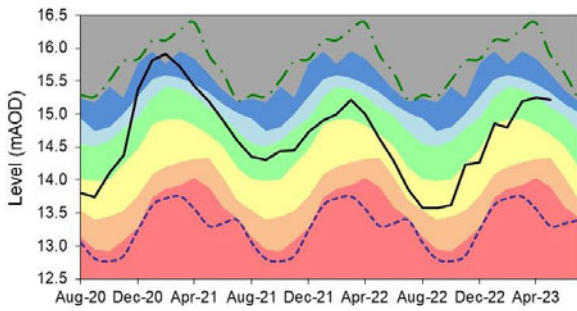
Gog Magog, Stapleford - CAM CHALK
Ranking derived from data for the period Jan-1980 to Dec-2017



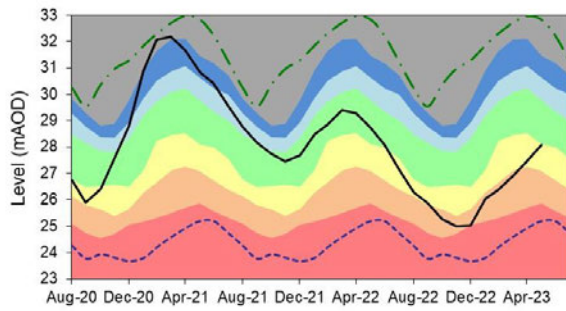
Bury St Edmunds - UPPER LARK CHALK
Ranking derived from data for the period May-1983 to Dec-2017



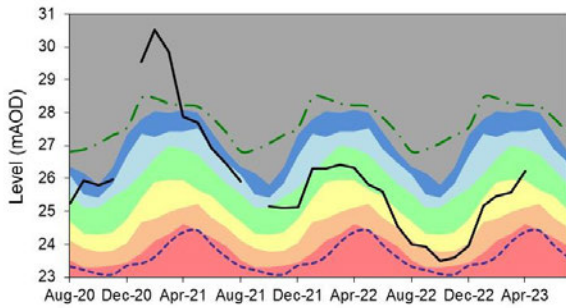
Newmarket - SNAIL CHALK
Ranking derived from data for the period Feb-1983 to Dec-2017



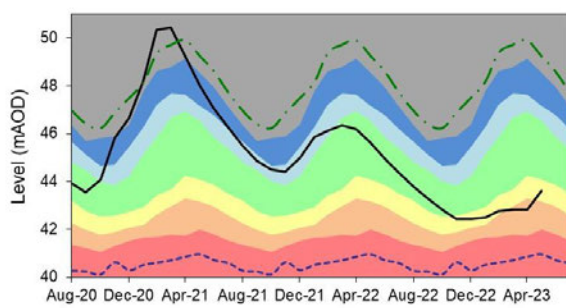
Kenninghall - LITTLE OUSE CHALK
Ranking derived from data for the period Aug-1973 to Dec-2017



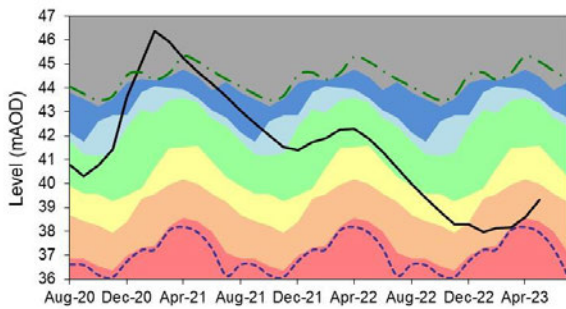
Breckland - WISSEY CHALK
Ranking derived from data for the period Jan-1971 to Nov-2017



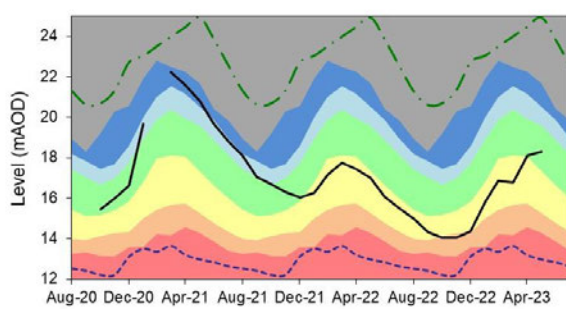
Washpit Farm, Rougham - NW NORFOLK CHALK
Ranking derived from data for the period May-1950 to Dec-2017



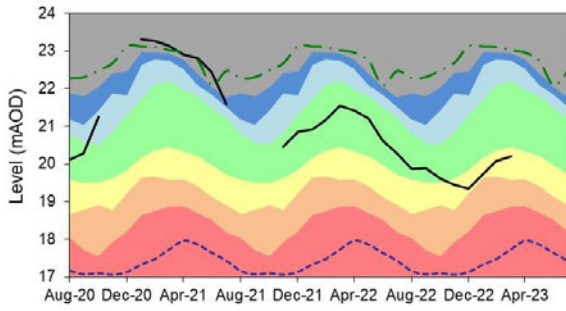
Bircham Newton - NW NORFOLK CHALK
Ranking derived from data for the period Mar-1995 to Sep-2017



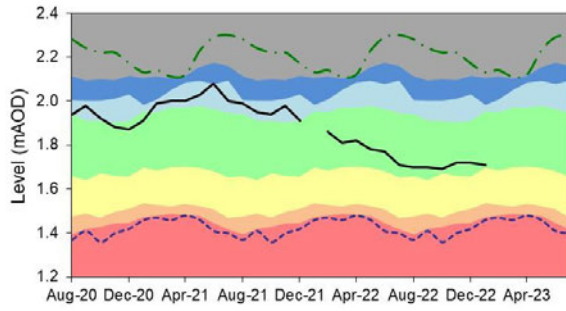
Castle Farm, Offton - MID SUFFOLK CHALK
Ranking derived from data for the period Mar-1967 to Dec-2017



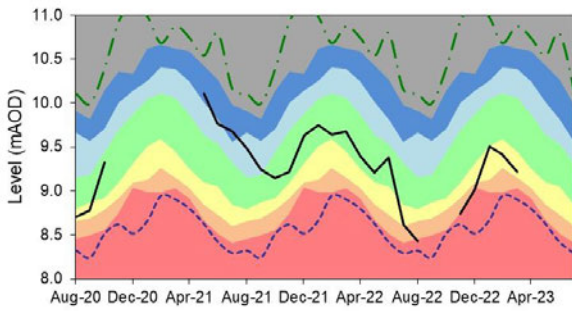
Old Primary School, South Creake, NORFOLK CHALK
 Ranking derived from data for the period Oct-1971 to Dec-2017



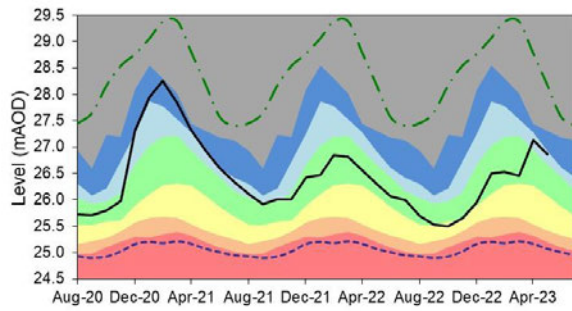
Hazlewood Common - SUFFOLK CRAG
 Ranking derived from data for the period Oct-1988 to Feb-2020



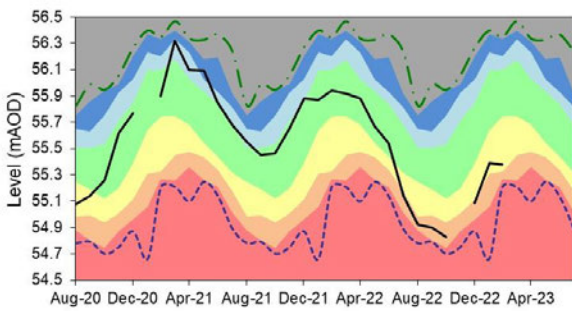
The Spinney, Costessey- WENSUM CHALK
 Ranking derived from data for the period Oct-1971 to Dec-2017



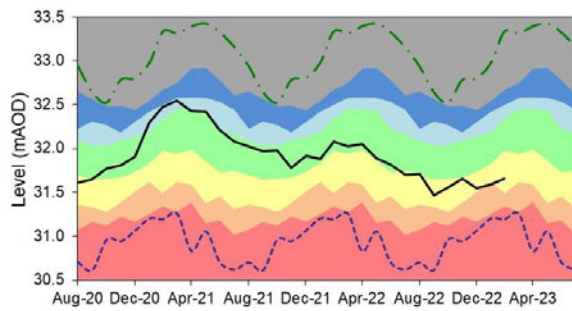
Smeetham Hall Cottages, Bulmer - ESSEX CHALK
 Ranking derived from data for the period Jan-1964 to Dec-2017



Hindolveston - NORFOLK CHALK
 Ranking derived from data for the period Sep-1984 to Nov-2017



Rook Hall, Braiseworth- SUFFOLK CHALK
 Ranking derived from data for the period Jan-1980 to Dec-2017

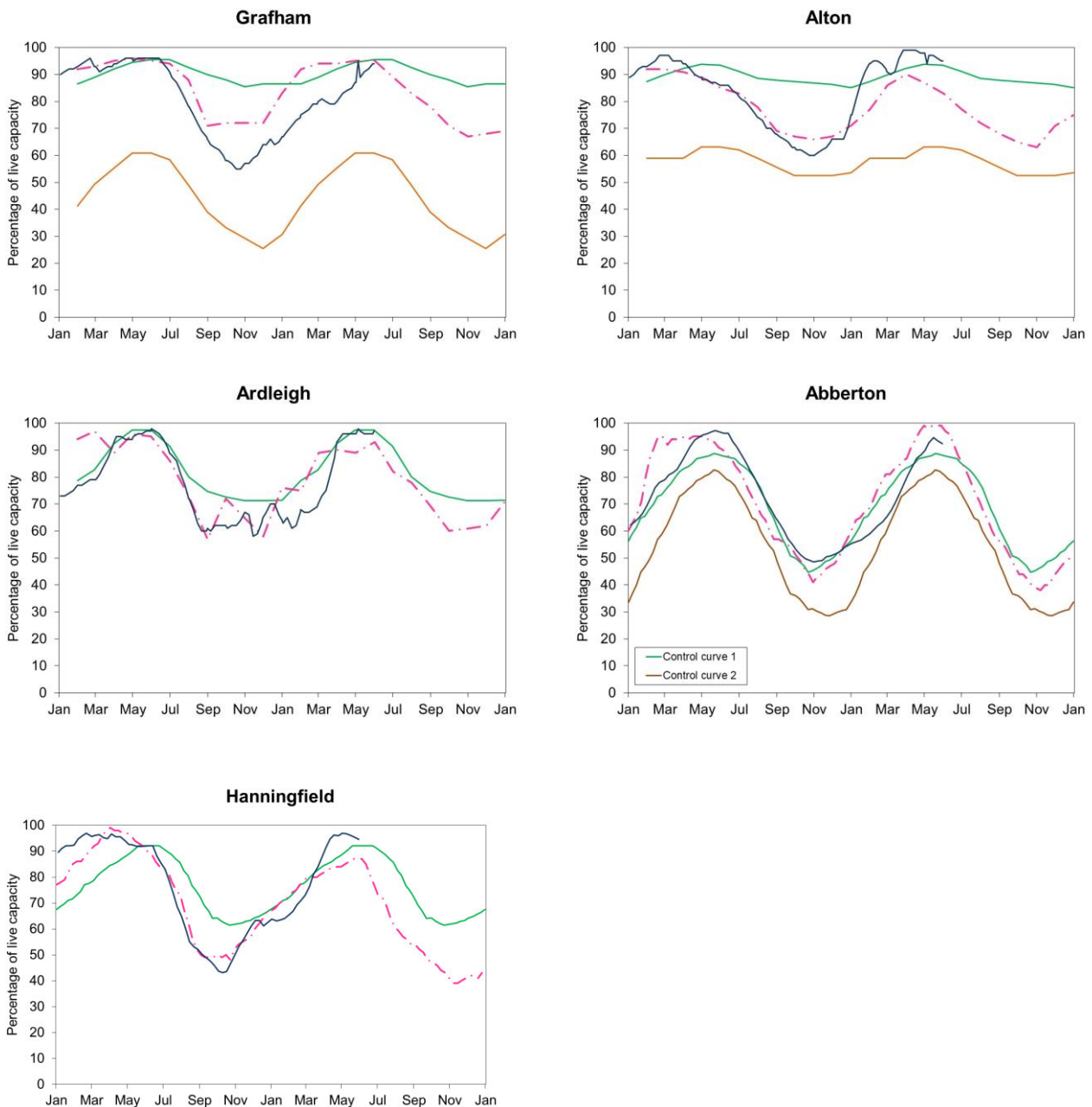


Source: Environment Agency, 2023.

6 Reservoir stocks

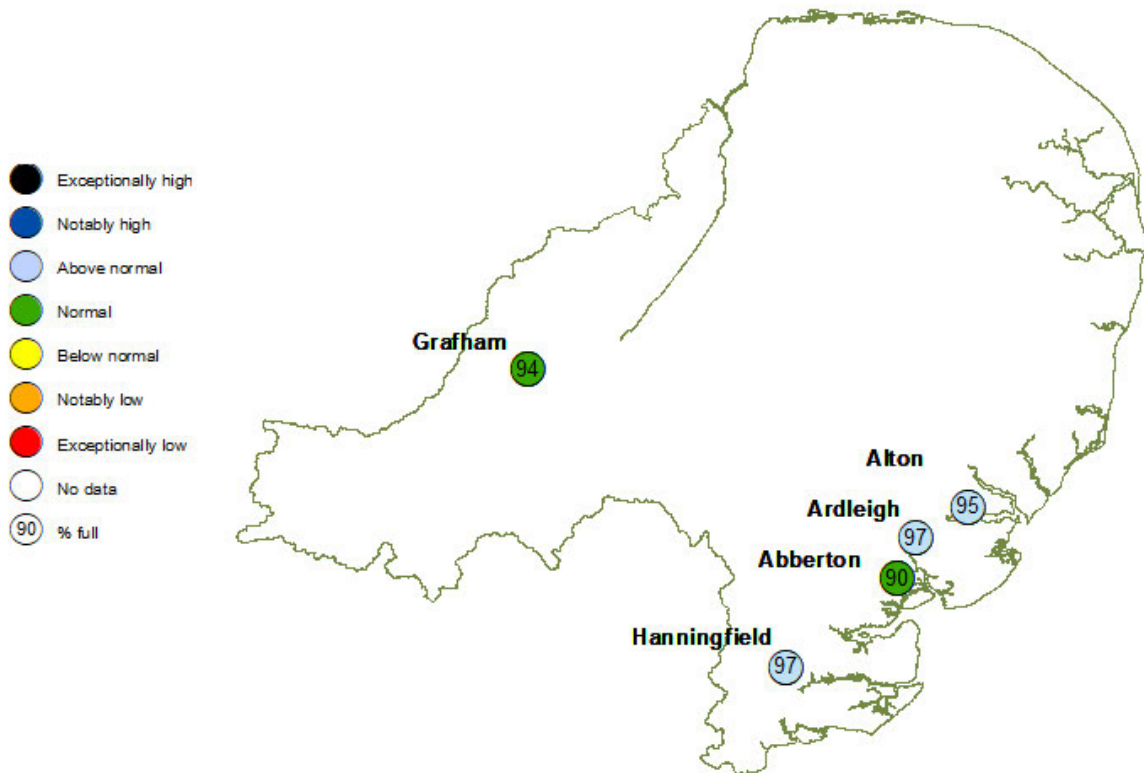
Figure 6.1: End of month regional reservoir stocks compared to the normal operating curve, drought curve and dry 1995-1996 stocks. Note: Historic records of individual reservoirs and reservoir groups making up the regional values vary in length.

— 2022-2023 — Normal Operating Curve — Drought Alert Curve - - 1995-1996



(Source: water companies).

6.1 Reservoir stocks map

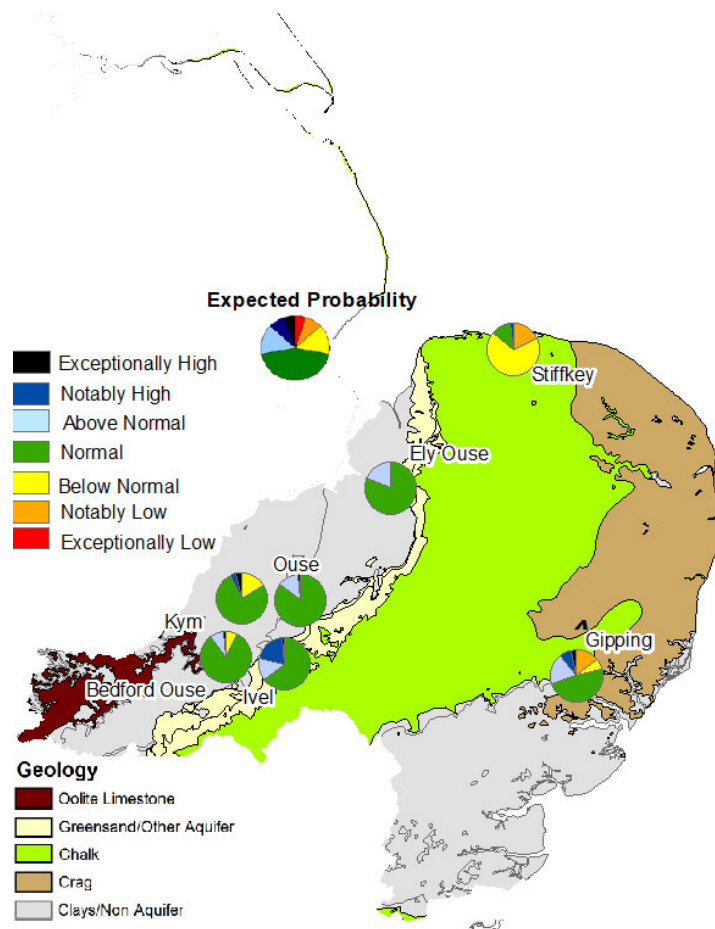


(Source: Environment Agency). Crown copyright. All rights reserved. Environment Agency, 100024198, 2023

7 Forward look

7.1 Probabilistic ensemble projection of river flows at key sites in June 2023

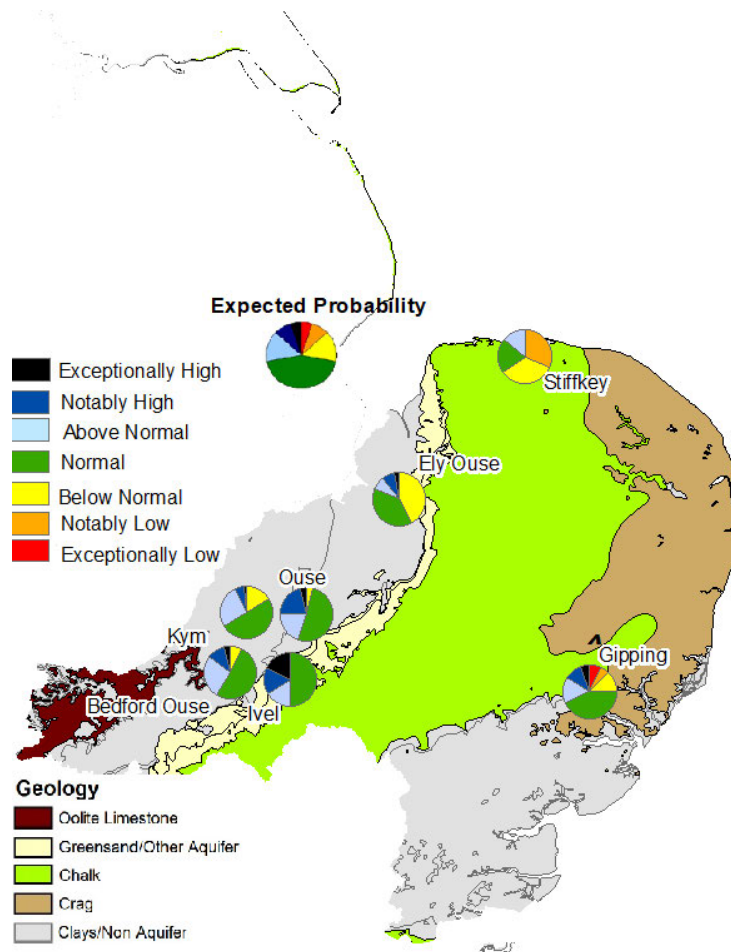
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the surface water flow at each site being, for example, exceptionally low for the time of year. (Source: Centre for Ecology and Hydrology, Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2023.

7.2 Probabilistic ensemble projection of river flows at key sites in September 2023

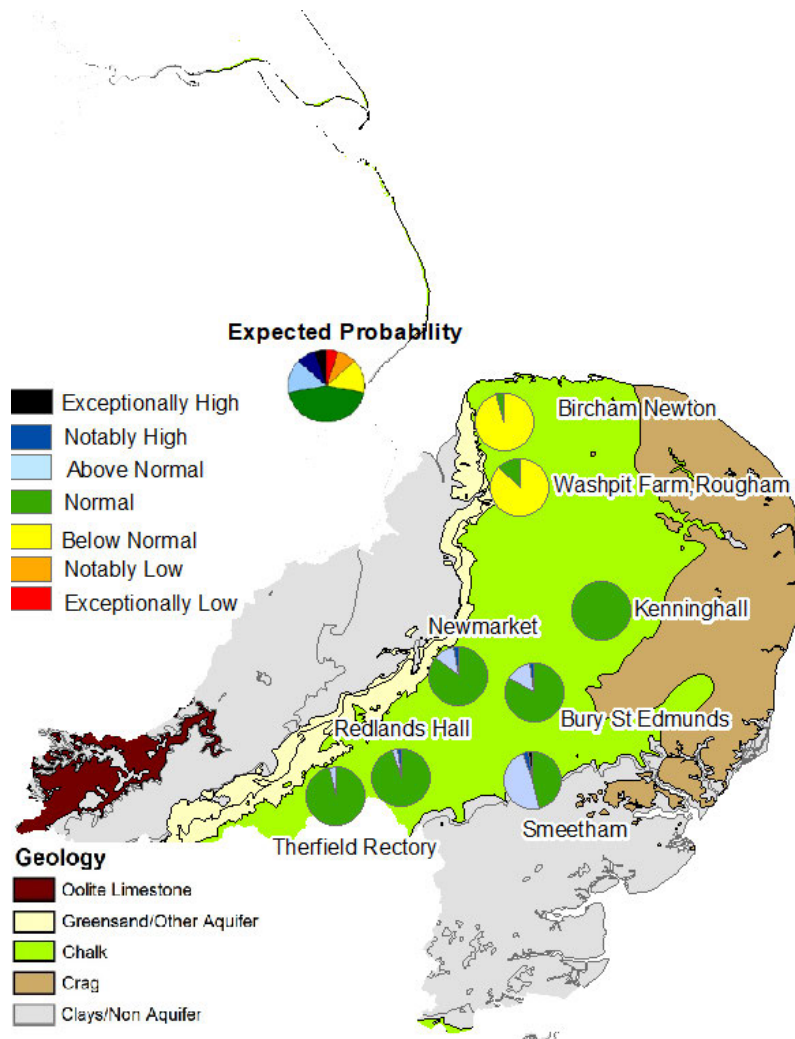
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the surface water flow at each site being, for example, exceptionally low for the time of year. (Source: Centre for Ecology and Hydrology, Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2023

7.3 Probabilistic ensemble projection of groundwater levels at key sites in September 2023

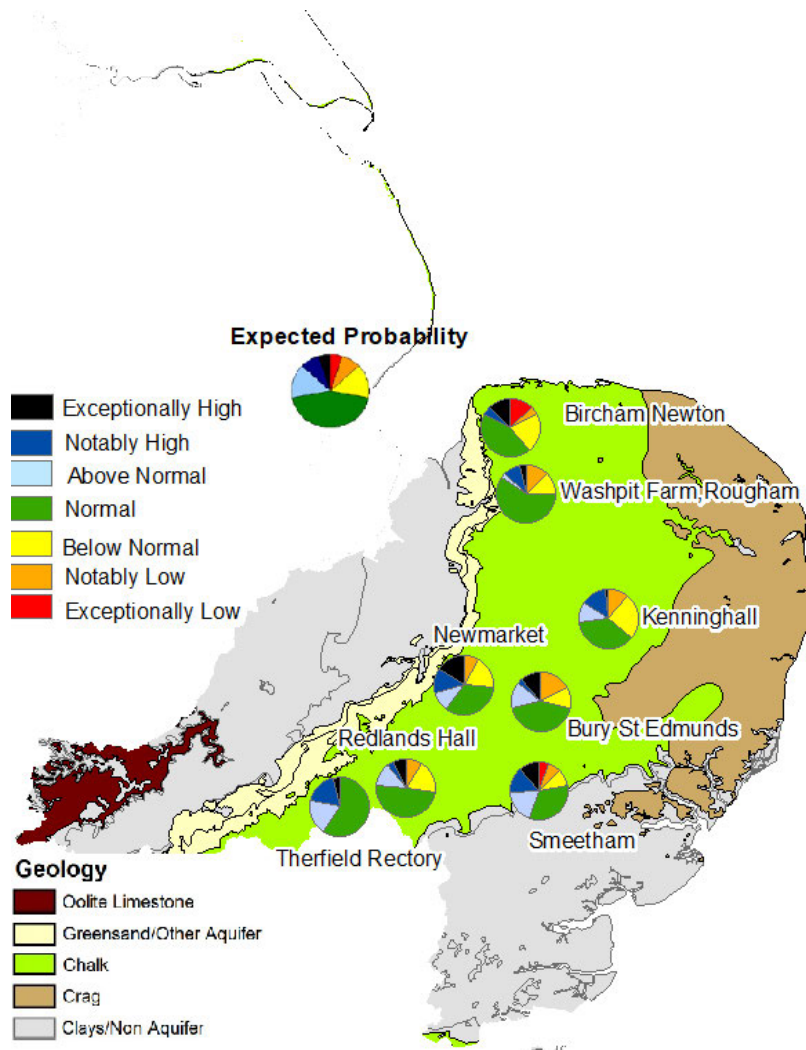
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
 Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC.
 Crown copyright. All rights reserved. Environment Agency, 100026380, 2023

7.4 Probabilistic ensemble projection of groundwater levels at key sites in March 2024

Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2023

8 Glossary

8.1 Terminology

Aquifer

A geological formation able to store and transmit water.

Areal average rainfall

The estimated average depth of rainfall over a defined area. Expressed in depth of water (mm).

Artesian

The condition where the groundwater level is above ground surface but is prevented from rising to this level by an overlying continuous low permeability layer, such as clay.

Artesian borehole

Borehole where the level of groundwater is above the top of the borehole and groundwater flows out of the borehole when unsealed.

Cumecs

Cubic metres per second (m^3s^{-1}).

Effective rainfall

The rainfall available to percolate into the soil or produce river flow. Expressed in depth of water (mm).

Flood alert and flood warning

Three levels of warnings may be issued by the Environment Agency. Flood alerts indicate flooding is possible. Flood warnings indicate flooding is expected. Severe flood warnings indicate severe flooding.

Groundwater

The water found in an aquifer.

Long term average (LTA)

The arithmetic mean calculated from the historic record, usually based on the period 1961 to 1990. However, the period used may vary by parameter being reported on (see figure captions for details).

mAOD

Metres above ordnance datum (mean sea level at Newlyn Cornwall).

MORECS

Met Office Rainfall and Evaporation Calculation System. Met Office service providing real time calculation of evapotranspiration, soil moisture deficit and effective rainfall on a 40 by 40 km grid.

Naturalised flow

River flow with the impacts of artificial influences removed. Artificial influences may include abstractions, discharges, transfers, augmentation and impoundments.

NCIC

National Climate Information Centre. NCIC area monthly rainfall totals are derived using the Met Office 5 km gridded dataset, which uses rain gauge observations.

Recharge

The process of increasing the water stored in the saturated zone of an aquifer. Expressed in depth of water (mm).

Reservoir gross capacity

The total capacity of a reservoir.

Reservoir live capacity

The capacity of the reservoir that is normally usable for storage to meet established reservoir operating requirements. This excludes any capacity not available for use (for example, storage held back for emergency services, operating agreements or physical restrictions). May also be referred to as 'net' or 'deployable' capacity.

Soil moisture deficit (SMD)

The difference between the amount of water actually in the soil and the amount of water the soil can hold. Expressed in depth of water (mm).

8.2 Categories

Exceptionally high

Value likely to fall within this band 5% of the time.

Notably high

Value likely to fall within this band 8% of the time.

Above normal

Value likely to fall within this band 15% of the time.

Normal

Value likely to fall within this band 44% of the time.

Below normal

Value likely to fall within this band 15% of the time.

Notably low

Value likely to fall within this band 8% of the time.

Exceptionally low

Value likely to fall within this band 5% of the time.

9 Appendices

9.1 Rainfall table

Hydrological area	May 2023 rainfall % of long term average 1961 to 1990	May 2023 band	Mar 2023 to May cumulative band	Dec 2022 to May cumulative band	Jun 2022 to May cumulative band
Broadland Rivers	122	Above Normal	Notably high	Normal	Normal
Cam	113	Normal	Exceptionally high	Above normal	Normal
Central Area Fenland	105	Normal	Exceptionally high	Above normal	Normal
East Suffolk	105	Normal	Notably high	Normal	Normal
Little Ouse And Lark	124	Above Normal	Exceptionally high	Above normal	Normal
Lower Bedford Ouse	97	Normal	Exceptionally high	Above normal	Normal
North Essex	74	Normal	Notably high	Normal	Normal
North Norfolk	92	Normal	Notably high	Normal	Normal
Nw Norfolk And Wissey	104	Normal	Notably high	Above normal	Normal
South Essex	49	Below Normal	Notably high	Above normal	Normal

Upper Bedford Ouse	76	Normal	Notably high	Above normal	Normal
--------------------------	----	--------	--------------	--------------	--------

9.2 River flows table

Site name	River	Catchment	May 2023 band	Apr 2023 band
Abbey Heath	Little Ouse	Little Ouse	Above normal	Normal
Blunham	Ivel	Ivel	Above normal	Above normal
Bramford	Gipping	Gipping	Normal	Normal
Burnham Overy	Burn	Burn	Below normal	Below normal
Burnt Mill	Rhee	Rhee	Exceptionally high	Notably high
Cappenham	Tove	Tove	Normal	Normal
Colney	Yare	Yare	Notably high	Normal
Denver	Ely Ouse	Cutoff and Renew Channel	Above normal	Above normal
Dernford	Cam	Cam	Above normal	Above normal
Heacham	Heacham	Heacham	Below normal	Below normal
Ingworth	Bure	Bure	Normal	Normal
Lexden	Colne	Colne Essex	Above normal	Notably high
Marham	Nar	Nar	Normal	Normal
Needham Weir Total	Waveney (lower)	Waveney	Notably high	Normal

Northwold Total	Wissey	Wissey	Normal	Normal
Offord (gross Flows)	Great Ouse	Ouse Beds	Above normal	Above normal
Roxton	Great Ouse	Ivel	Normal	Above normal
Springfield	Chelmer	Chelmer Upper	Above normal	Notably high
Swanton Morley Total	Wensum	Wensum	Above normal	Normal
Temple	Lark	Lark	Above normal	Above normal
Willen	Ouzel	Ouzel	Above normal	Above normal

9.3 Groundwater table

Site name	Aquifer	End of May 2023 band	End of Apr 2023 band
Bath Spring, Charlton	Upper Ivel Chalk	No Data	Above normal
Biggleswade	Ivel Woburn Sands	Notably high	Normal
Bircham Newton	North West Norfolk Chalk	Notably low	Notably low
Breckland	Wissey Chalk	No Data	Normal
Bury St Edmunds	Upper Lark Chalk	Above normal	Above normal
Castle Farm, Offton	East Suffolk Chalk	Normal	Normal
Gog Magog, Stapleford	Cam Chalk	Notably high	Above normal
Hazlewood Common	East Suffolk Crag	Normal	No Data
Hindolveston	Norfolk Chalk	No Data	Below normal
Kenninghall	Little Ouse Chalk	Below normal	Below normal
Linton	Cam Chalk	Notably high	Above normal
Newmarket	Snail Chalk	Above normal	Normal

Old Primary School, South Creake	North Norfolk Chalk	No Data	No Data
Redlands Hall, Ickleton	Cam Chalk	Above normal	Normal
Rook Hall, Braiseworth	East Suffolk Chalk	Below normal	No Data
Smeetham Hall Cottages, Bulmer	North Essex Chalk	Above normal	Above normal
The Spinney, Costessey	Wensum Chalk	Above normal	No Data
Washpit Farm, Rougham	North West Norfolk Chalk	Below normal	Notably low
Therfield Rectory	Upper Lee Chalk	Normal	Normal
Fringford P.s.	Upper Bedford Ouse Oolitic Limestone (great)	Exceptionally high	Exceptionally high

9.4 Ensemble projections tables

9.4.1 Probabilistic ensemble projection of river flows at key sites in December 2022

Percentage of pie chart for each band

Site	Bedford Ouse	Kym	Ivel	Ouse	Ely Ouse	Stiffkey	Gipping
Exceptionally Low	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Notably Low	0.0	0.0	0.0	0.0	0.0	17.5	14.0
Below Normal	7.1	16.1	0.0	0.0	0.0	68.4	7.0
Normal	82.1	76.8	64.3	85.7	81.6	12.3	49.1
Above Normal	8.9	0.0	14.3	12.5	18.4	0.0	19.3
Notably High	0.0	3.6	19.6	0.0	0.0	1.8	7.0
Exceptionally High	1.8	3.6	1.8	1.8	0.0	0.0	3.5

9.4.2 Probabilistic ensemble projection of river flows at key sites in March 2023

Percentage of pie chart for each band

Site	Bedford Ouse	Kym	Ivel	Ouse	Ely Ouse	Stiffkey	Gipping
Exceptionally Low	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Notably Low	0.0	0.0	0.0	0.0	0.0	31.6	14.0
Below Normal	7.1	16.1	0.0	3.6	42.1	33.3	7.0
Normal	51.8	50.0	50.0	51.8	39.5	21.1	49.1
Above Normal	26.8	26.8	16.1	19.6	7.9	14.0	19.3
Notably High	10.7	5.4	16.1	21.4	7.9	0.0	7.0
Exceptionally High	3.6	1.8	17.9	3.6	2.6	0.0	3.5

9.4.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2023

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Washpit Farm	Bircham Newton	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	0.0	0.0	0.0	13.0	0.0	0.0	5.6
Notably low	0.0	9.1	7.9	12.5	4.3	11.1	17.1	7.4
Below normal	0.0	18.2	18.4	12.5	21.7	24.4	11.4	9.3
Normal	58.9	49.1	34.2	59.4	43.5	37.8	42.9	33.3
Above normal	19.6	12.7	10.5	3.1	0.0	11.1	14.3	18.5
Notably high	17.9	3.6	13.2	9.4	4.3	13.3	2.9	14.8
Exceptionally high	3.6	7.3	15.8	3.1	13.0	2.2	11.4	11.1

MA008/23c) Drainage Pond

Thanks Sophie. Unfortunately I can't do the 15th but if Jose and Sally Ann can make it, that would be great.

Best wishes,

Susan

Susan van de Ven

On Mon, May 22, 2023 at 10:17 AM jose hales <josehales@gmail.com> wrote:

Hi Sophie,

If it would help I'm sure we could come to the maintenance committee meeting and appraise the committee of this project, it might help in the long run so that members know what's being planned.

Regards

Jose Hales

Dear Susan,

Thanks for raising this - I think that it would be best if this goes to the maintenance committee for discussion on 15th June.

Many thanks

Sophie

Dear Sophie

Great - thanks, just wanted to be sure. We will let you get on with it!

There is one thing we'd like to bring up with the PC sooner rather than later, and maybe via a committee: this is a proposal to investigate the opportunity of reinstating an historic drainage pond at the junction of Back Lane and High St, which could alleviate the silt run-off into the High St surface water drains and hopefully, mitigate against on-going household flooding issues. We have had an in-depth site visit with district and county officers, and explored funding opportunities, one of which is with Anglian Water. The PC would need to be involved as the funding applicant for the Anglian Water bid. So getting this underway would be good.

If there's an appropriate committee to bring this to before June 26, please let us know, but otherwise look forward to June 26.

Many thanks.

Best wishes,

Susan

Susan van de Ven

From Rob Mungovan on 01/06/23

Just a short note to let you know that the delivery phase for the River Mel work has been completed. Many thanks to all those who have contributed or have simply trusted me to do a good job. I attach a few pics to illustrate what has been done and how parts of the river were before the works. These pics are not yet for sharing to a wider audience, as it is hoped that a news piece can be put out next week. (Article now available <https://www.scambs.gov.uk/teamwork-to-restore-the-river-mel/>)

Today I have seeded areas of bare earth and have added simple notices to 2 areas where I am keen to keep the public (and dogs) back from due to soft ground. 2 wild flower seed mixes have been used, in addition to quick germinating grass seed. I hope for a drop of rain now.

Stone picking has been undertaken to areas where mowing is to take place. Any slight rutting has been levelled with top soil. Should anyone require me to do anything more then please come back to me.

The public have all been very receptive to the work with many questions asked. I am aware that there's been some chat on the Melbourn and Meldreth Facebook page (around the discoloured water, which was unavoidable) and I have answered to it.











Hi Abi,

I believe that the entire plot is to be handed over.

Regards,

Graham.

Hi Graham

Would you be able to confirm if this is the whole community plot that is to be handed back or just some sections of it?

Many thanks

Abi

Hi Alex,

I've been informed that the gardeners (mainly Iain McPhee and Cara Woodward) who have been working the St. George's Community Allotment no longer wish to use the plot, mainly due to a lack of spare time. So the plot is now available for use by another gardener. The plot is in good shape at the moment and it would be great if someone could take it over soon before weeds start to encroach. I understand that there is a waiting list for plots at the moment so this is a good opportunity. Iain and Cara have asked me to let them know when the plot has been reassigned so if you could let me know when the new plot holder is due to take over that would be appreciated. I know that some crops have already been sowed or planted so I think they want to let the new gardener know what's been done so far this year.

Best regards,

Graham.

Secretary, St. George's Allotment Association.

MELBOURN PARISH COUNCIL

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
Village Car Park	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
War Memorial	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
Littlehands and Access Way	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
New Rec. Ground	16/5/23 S.	7M 25/5	30/5/23 S.	7M 5/6	
Clear Cres.Play Park	16/5/23 S.	7M 25/5	30/5/23 S.	7M 5/6	
Orchard Road Cemetery	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
New Road C/metry	16/5/23 S.	7M 22/5	30/5/23 S.	7M 5/6	
Old Recreation Ground	16/5/23 S.		30/5/23 S.		
Pavilion	16/5/23 S.		30/5/23 S.		
Stockbridge M.	16/5/23 S.		30/5/23 S.		
Worcester Way	16/5/23 S.		30/5/23 S.		
BMX Site (Summer & only if open)					

MELBOURN PARISH COUNCIL

Pavilion : Legionella monitoring	Responsibility	Weekly (please note date completed)	Monthly (note insert date completed)	Quarterly (note insert date completed)	Annually (note insert date completed)
Record flushing of infrequently used outlets ** (run showers and taps, flush toilets – to be done weekly) – log when done	Wardens	16/5/23 - S. 22/5/23 S. 30/3 M 3/6 M			
Formal thermal control and hygiene regime – MPC to provide appropriate thermometer	Wardens				
Record cleaning and descaling	Cleaning contractor				
Showers – descale and disinfect	Cleaning Contractor				
Disinfect hot water unit in kitchen	Cleaning Contractor				
Hot water cylinders – check water temp (should be 60c)	Wardens				
Fit automatic flushing valves to expansion vessels OR flush regularly (to be carried out in conjunction with above **)	Wardens				
Service all TMVs annually – to be done as part of annual service of heating system	Heating contractor				
Check insulation to pipework where required	Heating contractor				

MELBOURN PARISH COUNCIL

Grounds Maintenance Contract

Area	How many / when	Date inspected	Date inspected	Date inspected	Comments
Millennium Copse	3				
Jubilee Orchard	3				
New Rec - cuts	18				
Line marking	18 or when req'd				
Aeration, scarification	October				
Feed, level, repair, weed control	October				
River bank:					
Strim boundaries	4				
Hedge work	2				
Weed control	4				
Old rec - cuts	18 or when req'd				
Line marking	18 or when req'd				
Aeration, scarification	October				
Feed, level, repair, weed control	October				

Area	How many / when	Date inspected	Date inspected	Date inspected	Comments
Cemeteries Contract					
New Road Cemetery					

MELBOURN PARISH COUNCIL

Water plants and newly lawned areas	Weekly - April to Sept					
Weed grassed area and mound, weed killer if necessary. Also inspect paths and car park.	Quarterly - April to Sept					
Cut grass including mound	Fortnightly - April to Oct					
Orchard Road Cemetery						
Water plants	Weekly - April to Sept					
Weed burial areas and paths (treat for moss)	Quarterly - April to Sept					
Cut grass and strim	Fortnightly - April to Sept					
All Saints Church Yard						
Weed grass areas and inspect paths for weeds, moss	Quarterly - April - March					
Cut Grass	Fortnightly - April to Sept					

General Maintenance						
Shrub and hedge maintenance	How often annually / when	Date inspected	Date inspected	Date inspected	Date inspected	Comments
Armingford Cres	2					
Cnr Beechwood (opp Elm Way)	2					
Clear Crescent park - boundary hedge (maintained at 4.5')	2					
Junction Back Lane & High Street	2					
Orchard Road Cemetery hedges (maintained at 7')	2					
Worcester Way open rec space, boundary hedges back and front	2					

Date reported to PO	Location	Details	Reported by	Reported to Police	Incident No	Action taken and cost of repair
22/06/2022	Near Orchard Road Surgery	Trampoline fly tipped outside Orchard Road Surgery	CL			Reported to SCDC. Surgery had no CCTV of the incident
12/07/2022	Bus shelter on car park	Graffiti on newly painted bus shelter	Resident			Wardens to repaint and monitor
13/07/2022	Young people reported hanging around entrance to Orchard Road cemetery		Various			Reported to police who will monitor. Also to investigate security light
21/07/2022	Orchard Road cemetery	Young people in cemetery smoking weed	Various			One resident reported feeling intimidated when visiting his son's grave. Another resident reported young men hanging around smoking weed inside the cemetery
27/07/2022	Container on the New Rec	Reports of young people climbing on the container. Apparently banging an old goal post against the container - very noisy.	Various residents			Discussed with wardens - consider applying anti climb paint. Metal pole has been removed
15/08/2022	PC Lynch called in to the office. Nothing major to report.	CL requested further coffee with cop. To be arranged.				
24/08/2022	Millennium Copse	chess board on table covered in red paint and seems that someone has tried to sand off the chess board.	GC			Wardens to investigate to see how it can be repaired. Some sort of chalk had been used to colour the board. Wardens wiped away
15/09/2020	New Rec (Little Hands end)	Contractor reported tyre marks on Rec from motorbike. Evidence of wheel spins near Little Hands. Hard to identify where the motor bike gained access.	JW			SM to find out if anyone witnessed the incident
12/10/2022	Car park	Police came into the Parish Office to look at CCTV of an incident in the car park.	CL			CL went through footage with Police but incident was not found.
13/10/2022	Footpath to Meldreth Station (from Station Road to underpass)	Drug paraphernalia discarded on footpath	Litterpicker			Items have been cleared. CL has emailed PC Lynch with details.
19/10/2022	Bus shelter on car park	Graffiti drawn with marker pen in bus shelter	SM			Wardens to remove graffiti.
14/11/2022	l/h side of pavilion	Graffiti on brick work	Resident			Wardens to remove graffiti.
02/12/2022	Outside hedge of 27 Palmers Way	Child's car seat fly tipped	Resident			SM reported to SCDC
07/12/2022	Little Lane	Window of a residential property smashed by a group of young people	Resident			Resident of property has reported incident to police and wanted to make PC aware in case it happens/has happened to other residents.
14/12/2022	New Rec	Damage to Jubilee Orchard sign	Resident			Wardens have repaired.
30/12/2022	Footpath rear of allotments on The Moor	Windscreen and tyre	Litterpicker			Reported to SCDC fly tipping team
30/12/2022	Verge opposite track to Black Peak	Various items fly tipped	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Ogden Close	Exhaust pipe left on footpath	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Medcalfe Way	Painting discarded on footpath	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Russett Way	Carpet fly tipped outside garages	Litterpicker			Reported to SCDC fly tipping team
25/01/2023	Workshop on the car park	Ketchup and mud smeared over the wall	Warden			Warden cleaned the wall.
26/01/2023	Haggers Close and Medcalfe Way	Fly tipping: Building material, burnt item at HC and car battery at MW	Litterpicker			Reported to SCDC fly tipping team
31/01/2023	New Rec	Some river mel signs have disappeared	Warden			Keep an eye out for discard signs - look at stronger fixings
04/02/2023	Back of allotments	Fly tipping : fridge freezer	Resident			Cleared away
04/02/2023	main gate of allotments	Reports of drug dealing	Resident			Police have been seen at the allotments. Residents are encouraged to report incidents.
07/02/2023	Cambridge Road	Fly tipping: Large builing suppliers bag	Litterpicker			Reported to SCDC fly tipping team
13/02/2023	A10/Cambridge Road	Fly tipping: damaged bike	Wardens			Wardens cleared away
13/02/2023	New Rec	Young people climbing on the container	Wardens			They got down after the wardens asked. The warning anti-climb paint sign has been sprayed with Graffiti. New signs to be purchased. Wardens to cut lower branches of tree.
14/02/2023	Vicarage Close Footpath/ CCC Field	A large amount of dog poo has been dumped at either side of the entrance to the field from the Vicarage close footpath	Resident			SM reported to SCDC
23/02/2023	New Rec/ River Mel	Picnic bench in river mel	Resident			Wardens to investigate and move if possible.
27/02/2023	Littlehands	Attempted break-in in the garden area of littlehands	Littlehands			Police made aware
03/03/2023	New Road Bridle Path	fly tipping : bed	Litterpicker			SM reported to SCDC
07/03/2023	Clear Crescent Park	Dog poo outside the gate to clear crescent play park	Resident			Facebook post reminding owners to pick up after their dogs
01/04/2023	Bus shelter	Graffiti on shelter	Wardens			Wardens to clear
11/04/2023	Electrical appliance bin	side opening of the electrical appliance bin left open - large item deposited inside	Wardens			SM to contact Great Cambridge shared waste
17/04/2023	New Road Cemetery	Various : Lock taken off gate, wire fence taken down to use cut through	Wardens			Monitor
21/04/2023	The Moor Play Park	slide vandalised with dog mess	Resident		DP-18070-23-35	Wardens cleaned off and SM reported to the police. Ref DP-18070-23-3535-01.
23/04/2023	Worcester Way	Fly tipping : Car bumper	Litterpicker			Reported to SCDC fly tipping team
01/05/2023	Electrical appliance bin	2 youths removing equipment from bin - on pushbikes	CCTV			Monitor
02/05/2023	Trigg Way	Van constantly parking on the grass verge	Resident			Raise with SCDC
02/05/2023	Electrical appliance bin	Skip lorry entered car park and broke tree branch, rummaged through electrical appliance bin - did not take anything	CCTV / Wardens			Monitor
03/05/2023	Electrical appliance bin	Chaps legs seen dangling out of the electrical appliance bin - removed and took small device	CCTV			Monitor

13/05/2023	Vicarage Close	Young people knocking on door and antagonising owner - repeated daily. Update 23/05 - damage to property from banging on door so hard it fractured stay.	Resident			Report to PCSO Gardiner - requested contact details to follow up with the resident.
15/05/2023	Bin at Old Post Office	Overflowing waste not being emptied	Litterpicker			Reported to SCDC and requested empty
19/05/2023	Orchard Road Cemetery	Report of young people using drugs, dealing drugs and congregating from 4pm daily. Resulting in residents being unable to use their garden due to the smell of weed.	Resident			Encouraged resident to report to Cambridgeshire Police as antisocial behaviour with times etc. Resident suggested the gate should be locked.
24/05/2023	New Rec	Reports of group of youths burning paper and general antisocial behaviour.	Resident			Monitor
07/06/2023	Bowls club	Reports of debris being thrown over the hedges, narrowly missing bowlers	Bowls Club	Yes		Individual encouraged to report to 101 - they since have and will monitor situation.

Date reported to PO	Location	Details	Reported by	Reported to Police	Incident No	Action taken and cost of repair
22/06/2022	Near Orchard Road Surgery	Trampoline fly tipped outside Orchard Road Surgery	CL			Reported to SCDC. Surgery had no CCTV of the incident
12/07/2022	Bus shelter on car park	Graffiti on newly painted bus shelter	Resident			Wardens to repaint and monitor
13/07/2022	Young people reported hanging around entrance to Orchard Road cemetery		Various			Reported to police who will monitor. Also to investigate security light
21/07/2022	Orchard Road cemetery	Young people in cemetery smoking weed	Various			One resident reported feeling intimidated when visiting his son's grave. Another resident reported young men hanging around smoking weed inside the cemetery.
27/07/2022	Container on the New Rec	Reports of young people climbing on the container. Apparently banging an old goal post against the container - very noisy.	Various residents			Discussed with wardens - consider applying anti climb paint. Metal pole has been removed
15/08/2022	PC Lynch called in to the office. Nothing major to report.	CL requested further coffee with cop. To be arranged.				
24/08/2022	Millennium Copse	chess board on table covered in red paint and seems that someone has tried to sand off the chess board.	GC			Wardens to investigate to see how it can be repaired. Some sort of chalk had been used to colour the board. Wardens wiped away
15/09/2020	New Rec (Little Hands end)	Contractor reported tyre marks on Rec from motorbike. Evidence of wheel spins near Little Hands. Hard to identify where the motor bike gained access.	JW			SM to find out if anyone witnessed the incident
12/10/2022	Car park	Police came into the Parish Office to look at CCTV of an incident in the car park.	CL			CL went through footage with Police but incident was not found.
13/10/2022	Footpath to Meldreth Station (from Station Road to underpass)	Drug paraphernalia discarded on footpath	Litterpicker			Items have been cleared. CL has emailed PC Lynch with details.
19/10/2022	Bus shelter on car park	Graffiti drawn with marker pen in bus shelter	SM			Wardens to remove graffiti.
14/11/2022	l/h side of pavilion	Graffiti on brick work	Resident			Wardens to remove graffiti.
02/12/2022	Outside hedge of 27 Palmers Way	Child's car seat fly tipped	Resident			SM reported to SCDC
07/12/2022	Little Lane	Window of a residential property smashed by a group of young people	Resident			Resident of property has reported incident to police and wanted to make PC aware in case it happens/has happened to other residents.
14/12/2022	New Rec	Damage to Jubilee Orchard sign	Resident			Wardens have repaired.
30/12/2022	Footpath rear of allotments on The Moor	Windscreen and tyre	Litterpicker			Reported to SCDC fly tipping team
30/12/2022	Verge opposite track to Black Peak	Various items fly tipped	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Ogden Close	Exhaust pipe left on footpath	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Medcalfe Way	Painting discarded on footpath	Litterpicker			Reported to SCDC fly tipping team
03/01/2023	Russett Way	Carpet fly tipped outside garages	Litterpicker			Reported to SCDC fly tipping team
25/01/2023	Workshop on the car park	Ketchup and mud smeared over the wall	Warden			Warden cleaned the wall.
26/01/2023	Haggers Close and Medcalfe Way	Fly tipping: Building material, burnt item at HC and car battery at MW	Litterpicker			Reported to SCDC fly tipping team
31/01/2023	New Rec	Some river mel signs have disappeared	Warden			Keep an eye out for discard signs - look at stronger fixings
04/02/2023	Back of allotments	Fly tipping : fridge freezer	Resident			Cleared away
04/02/2023	main gate of allotments	Reports of drug dealing	Resident			Police have been seen at the allotments. Residents are encouraged to report incidents.
07/02/2023	Cambridge Road	Fly tipping: Large builing suppliers bag	Litterpicker			Reported to SCDC fly tipping team
13/02/2023	A10/Cambridge Road	Fly tipping: damaged bike	Wardens			Wardens cleared away
13/02/2023	New Rec	Young people climbing on the container	Wardens			They got down after the wardens asked. The warning anti-climb paint sign has been sprayed with Graffiti. New signs to be purchased. Wardens to cut lower branches of tree.
14/02/2023	Vicarage Close Footpath/ CCC Field	A large amount of dog poo has been dumped at either side of the entrance to the field from the Vicarage close footpath	Resident			SM reported to SCDC
23/02/2023	New Rec/ River Mel	Picnic bench in river mel	Resident			Wardens to investigate and move if poss ble.
27/02/2023	Littlehands	Attempted break-in in the garden area of littlehands	Littlehands			Police made aware
03/03/2023	New Road Bridle Path	fly tipping : bed	Litterpicker			SM reported to SCDC
07/03/2023	Clear Crescent Park	Dog poo outside the gate to clear crescent play park	Resident			Facebook post reminding owners to pick up after their dogs
01/04/2023	Bus shelter	Graffiti on shelter	Wardens			Wardens to clear
11/04/2023	Electrical appliance bin	side opening of the electrical appliance bin left open - large item deposited inside	Wardens			SM to contact Great Cambridge shared waste
17/04/2023	New Road Cemetery	Various : Lock taken off gate, wire fence taken down to use cut through	Wardens			Monitor
21/04/2023	The Moor Play Park	slide vandalised with dog mess	Resident		DP-18070-23-35	Wardens cleaned off and SM reported to the police. Ref DP-18070-23-3535-01.
23/04/2023	Worcester Way	Fly tipping : Car bumper	Litterpicker			Reported to SCDC fly tipping team
01/05/2023	Electrical appliance bin	2 youths removing equipment from bin - on pushbikes	CCTV			Monitor
02/05/2023	Trigg Way	Van constantly parking on the grass verge	Resident			Raise with SCDC
02/05/2023	Electrical appliance bin	Skip lorry entered car park and broke tree branch, rummaged through electrical appliance bin - did not take anything	CCTV / Wardens			Monitor
03/05/2023	Electrical appliance bin	Chaps legs seen dangling out of the electrical appliance bin - removed and took small device	CCTV			Monitor
13/05/2023	Vicarage Close	Young people knocking on door and antagonising owner - repeated daily. Update 23/05 - damage to property from banging on door so hard it fractured stay.	Resident			Report to PCSO Gardiner - requested contact details to follow up with the resident.

15/05/2023	Bin at Old Post Office	Overflowing waste not being emptied	Litterpicker			Reported to SCDC and requested empty
19/05/2023	Orchard Road Cemetery	Report of young people using drugs, dealing drugs and congregating from 4pm daily. Resulting in residents being unable to use their garden due to the smell of weed.	Resident			Encouraged resident to report to Cambridgeshire Police as antisocial behaviour with times etc. Resident suggested the gate should be locked.
24/05/2023	New Rec	Reports of group of youths burning paper and general antisocial behaviour.	Resident			Monitor
07/06/2023	Bowls club	Reports of debris being thrown over the hedges, narrowly missing bowlers	Bowls Club	Yes		Individual encouraged to report to 101 - they since have and will monitor situation.

MA011/23c)

I formally co-approve this invoice for phs for £356.20 + VAT

John Travis

On 5 Jun 2023, at 13:50, parishclerk <parishclerk@melbournparishcouncil.gov.uk> wrote:

Hi John,

As chair of maintenance please could you co-approve this invoice for phs' services at the pavilion?
(We have sufficient funds in the budget).

Many thanks
Sophie

Sophie Marriage
Parish Clerk

INVOICE

Page 1 of 1



Block B, Western Industrial Estate
Caerphilly, CF83 1XH

T: 029 2085 1000
www.phs.co.uk/contact-us

Ms Claire Littlewoods
Melbourn Parish Council
30 High Street
Melbourn
Royston
Hertfordshire
SG8 6DZ

*1/181/590
Z/S/437

PRN: WEE/KE0066TW
VAT: GB 542 9514 38

Why not sign up to **MyPHS?**

Our online customer portal

Access invoices, documents and
make online payments

Visit <https://my.phs.co.uk>

or call 029 2085 1000



Summary

Account Number	PO Number	Invoice Date	Invoice Number	Invoice Value	Payment Due by
4874984		31/05/2023	69839724	£427.44	30/06/23

Invoice Notes:

Provision of Goods and Services Detailed Below:

A/C No.: 4875697 Melbourn Sports Pavilion () The Moor, Melbourn, Royston, Hertfordshire, SG8 6ED

Units	Description Of Service	Freq	Period Covered (incl.)	Unit Price	Line Value	VAT
4	Sanitary Disposal	008	05/07/2023 to 04/07/2024	£89.05	£356.20	20.00%

Net	£356.20
VAT	£71.24
Total	£427.44

Please tear off and enclose this remittance slip with your cheque payment

Summary

Account Number	PO Number	Invoice Date	Invoice Number	Invoice Value	Payment Due by
4874984		31/05/2023	69839724	£427.44	30/06/23

For queries, visit: www.phs.co.uk/contact-us

For notification of payment, email: remittance@phs.co.uk

PHS Group
Block B, Western Industrial Estate
Caerphilly
CF83 1XH

how to pay

- By card: Call **029-2085-1000**
- Online: Visit **www.payphs.com**
- Cheque: Tear off this slip and return
- Bank Transfer: Sort code **52-10-40**
Account no: **15585751**

Call **029-2085-1000** to setup a Direct Debit

Reference: 77 Victoria Way

████████████████████
77 Victoria Way
Melbourn

13 April 2023

To whom it might concern

Dear local council, we are writing to you regarding the front garden of our property, No. 77 Victoria Way, Melbourn, SG8 6FE.

As you are aware most of the land at the front of 77 Victoria Way belongs to the local parish council and not to us, see copy of deeds attached. We would like to explore the possibility of purchasing all or some of this land to ease traffic and parking constraints while also ensuring suitable maintenance of the otherwise abandoned piece of land.

The flow of traffic to the cemetery entrance is of critical importance and parking around Victoria Way is becoming a major issue. The situation is sometimes dire as, on occasions, there are barely any spaces available through the whole of the development. The privately owned access road to the cemetery is poorly designed, with the cemetery ground maintenance team requiring to mount our drive to get their vehicles through the cemetery gate. Indeed, the road is so poorly designed that for any of the residents to turn their car around we must either enter the cemetery car park or reverse out of the road which has caused many problems for the cemetery visitors. Therefore, we would like to enquire about purchasing the land at the front of our property from the parish council. We propose a sufficient design could be agreed to allow suitable additional parking to alleviate some of the congestion issues while, most importantly, leaving the full road width access to the cemetery gate at a critical juncture.

Furthermore, there is currently insufficient maintenance of the otherwise abandoned land. To the best of our knowledge there has been no maintenance of that land since we moved into the property in June 2019. Instead, as proud homeowners and keen community members, we have provided the maintenance ourselves, including weeding, trimming of the bushes and planting of bulbs in keeping with those of the cemetery. In addition, we have been removing rubbish on the land from the cemetery, both deposited by visitors and after winds and rains have blown it from the cemetery. More worryingly is the need to remove dog excrement from the front of the house left by visitors to the cemetery. However, to date we have limited our activities to the very basics as the land does not belong to us and as you can understand this minimal maintenance work is not sustainable in the long term.

Our proposal is to work with you and reach an agreement on how the aesthetics of the land would work and so all parties are happy with any proposed landscape changes. We are fully committed to ensuring that any changes made, or maintenance given, is in keeping with the current landscape of the cemetery, and for the benefit of all visitors.

Please advise on the best possible course of action in addressing the issues raised here.

████████████████████

████████████████████

These are the notes referred to on the following official copy

The electronic official copy of the title plan follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from HM Land Registry.

This official copy is issued on 13 May 2022 shows the state of this title plan on 13 May 2022 at 11:35:01. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. This title is dealt with by the HM Land Registry, Peterborough Office .

HM Land Registry
Official copy of
title plan

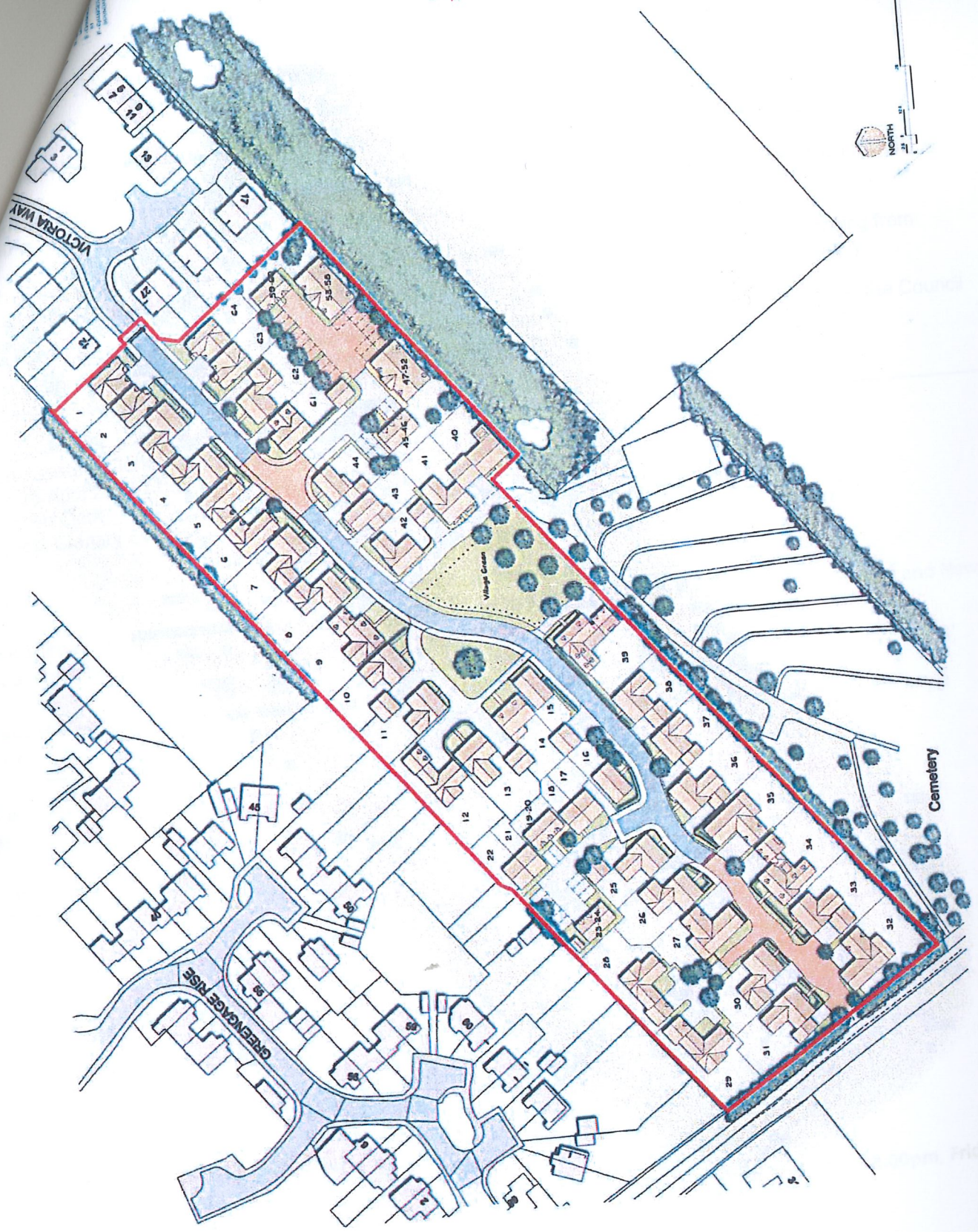
Title number **CB443534**
Ordnance Survey map reference **TL3843NE**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Cambridgeshire : South
Cambridgeshire**



© Crown copyright and database rights 2022 Ordnance Survey 100026316. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



KEY
SITE BOUNDARY



ROSPA Report Actions

Clear Crescent

Area/ Item	Description for work required	Action	Items to order
Gate	clean out drop bolt socket & lock the gate	Wardens	Beam for log stockade
Signage	Dog ban and ownership signs recommended	PC	Surface texture for log stockade
Paths	Remove grass and weeds growing inside pathway	wardens	Bolt cap for rope balance
Log Stockade	Replace decayed beam	check severity of risk - raise with maintenance committee	Log step for embankment slide
Log Stockade	Consider adding surface texture - slippery when wet	check severity of risk - raise with maintenance committee	Grass matting
Rope Balance	Bolt cap damaged - replace	order part	cap for climber net
Rope Balance	Rope eye bolt loose - tighten	wardens	1 rung for climber net
Slide embankment - log steps	Top log is decayed through and loose in the ground - replace		2 hand holds for climber net
Agility bars	Replace grass matting	wardens	cableway chain link & seat connector
Climber - net & ladder	Replace missing cap	order part	cableway traveler plastic guard
Climber - net & ladder	net fixings are loose to the posts. Remove fittings to check for corrosion and	wardens	cradle swing seat fittings
Climber - net & ladder	One rung and two hand holds missing. Replace.	order parts	shop shelf for train station
Climber - net & ladder	repair the cracking surfacing	check severity of risk - raise with maintenance committee	bolt cap for play panel - make it rain
Climber - net & ladder	Replace net when wire is broken	order when broken	post cap for mirror play panel
Multiplay - Junior	Monitor burn marks inside the tunnel	wardens	
Agility Trail	Tighten bolt on Burma Bridge	wardens	
Agility Trail	Replace rope when wire breaks	order when broken	
Swing	Grease the hangers on the basket swing	wardens	
Swing	Replace the grass matting	wardens	
Rocker/ Rotator chair	The surfacing has worn away exposing and damaging the liner beneath. Grass & weeds have grown inside. The plastic edging strips are sharp. The whole area	Obtain quote asap for next meeting	
Cableway	Replace worn chain link and seat connector	order parts	
Cableway	conduct a dismantling inspection	wardens	
Cableway	Repair the traveller brake	wardens	
Cableway	Travelers plastic guard is missing - replace	order part	
Cableway	Timber support decayed - replace	check severity of risk - raise with maintenance committee	
Toddler Swing	Cradle seat fittings rusty - replace	wardens	
Play train	Secure seat rest panels - loose	wardens	
Play train	replace shop shelf	order part	
Play panel - mirror	Replace missing post cap	order part	
Play panel - mirror	mirror bent - monitor for splits / cracks - replace if found	wardens	
Play panel - spooky pairs	Consider adding grass matting to prevent ground erosion	wardens	
Play panel - make it rain	Replace bolt cap	order part	
Play panel - make it rain	Consider adding grass matting to prevent ground erosion	wardens	

The Moor

Area/ Item	Description for work required	Action
Gates	consider installing a self closing gate	Maintenance committee
tables	Smooth off rough edges of burned table	wardens
Shelters	Shelter near building, roof bolt missing and others loose. Replace and tighten.	Simon Carson
Shelters	Shelter far side of the field, second seat from the right has been cut, leaving a sharp	Simon Carson
Shelters	Shelter far side of field, surface wearing exposing tree roots. Reinstate.	Simon Carson
Mixed swings	eye bolts loose on tango seat. Tighten connecting nuts.	Simon Carson
Cableway	The starting section stop block has moved up against the cable cog mechanism. Mov	Simon Carson
Rocking horse	Continue to monitor the corrosion on horses head	Simon Carson
Rocking horse	Possible link arm wear. Grinding and banging noise, contact the manufacturer for the	Simon Carson
Trampoline	Grass mats have settled around the wet pour edge, creating potential trip points - m	Simon Carson
Slide - embankment	Run out area wearing. Consider adding grass mats at the end of the run out.	Simon Carson

Worcester way fencing







Price list issue 16

*The Parish Notice Board Company
The Workshop Winnington Avenue
Northwich Cheshire CW8 4EE
email: info@parishnoticeboards.co.uk
Telephone 01606 871188*

ORDER HOTLINE
tel 01606 871188
www.paritynoticeboards.co.uk

Aluminium notice board specification and prices

95mm deep aluminium notice boards

Choice of sizes and specifications

Keyed alike lockable doors

High impact toughened glass glazing

Magnetic insert panels

All powder coated to colour of your choice (certain non-stock colours will be subject to further cost - contact our sales team for advice)

Vinyl lettering and/or graphics applied to board included in the price

All boards are available with the following extras:-

Domed top header panel

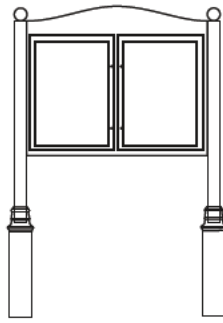
Ornate style posts with finials and embellishments

Internally illuminated -POA

Notes

Notice board can be manufactured to any size or shape please enquire for more details

We do offer a nationwide installation service (POA) or we can send via a courier (POA)

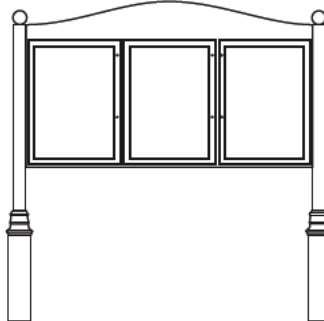


Price - £2,230.00 + vat
(o/a size 1400mm x 1200mm)
code: prest001

2 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
Ornate posts
Shaped aluminium header

Price - £2,000.00 + vat
(o/a size 1050mm x 900mm)
code: prest0025

2 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
Ornate posts
Shaped aluminium header

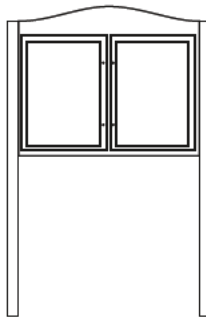


Price - £2,440.00 + vat
(o/a size 2100mm x 1200mm)
code: prest003

3 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
Ornate posts
Shaped aluminium header

Price - £2,225.00 + vat
(o/a size 1550mm x 900mm)
code: prest004

3 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
Ornate posts
Shaped aluminium header

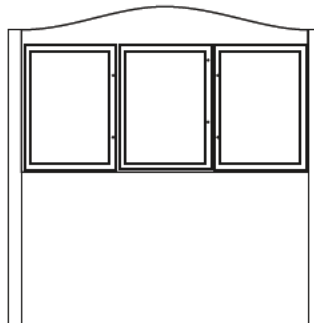


Price - £1,780.00 + vat
(o/a size 1400mm x 1200mm)
code: prest005

2 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts
Shaped aluminium header

Price - £1,548.00 + vat
(o/a size 1050mm x 900mm)
code: prest006

2 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts
Shaped aluminium header



Price - £2,020.00 + vat
(o/a size 2100mm x 1200mm)
code: prest007

3 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts
Shaped aluminium header

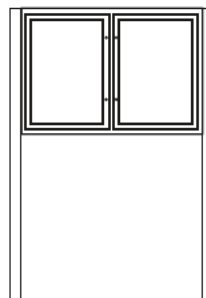
Price - £1,780.00 + vat
(o/a size 1550mm x 950mm)
code: prest008

3 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts
Shaped aluminium header

ORDER HOTLINE

tel 01606 871188

www.parishnoticeboards.co.uk

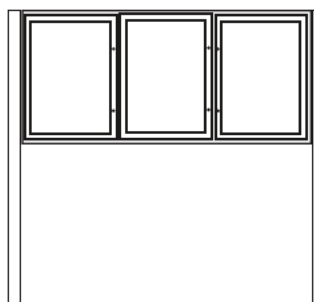


Price - £1,660.00 + vat
(o/a size 1400mm x 950mm)
code: prest 009

2 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts

Price - £1,430.00 + vat
(o/a size 1050mm x 750mm)
code: prest010

2 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts



Price - £1,780.00 + vat
(o/a size 2100mm x 950mm)
code: prest011

3 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts

Price - £1,550.00 + vat
(o/a size 1550mm x 750mm)
code: prest012

3 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panel
"D" shaped mono-posts

Timber notice board specification and prices

Timber notice boards

As standard

Available in seasoned oak

Choice of sizes and specifications

Keyed alike lockable doors

High impact 4mm thick toughened glass glazing

Magnetic insert panels

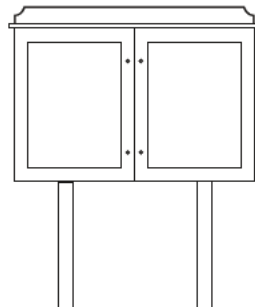
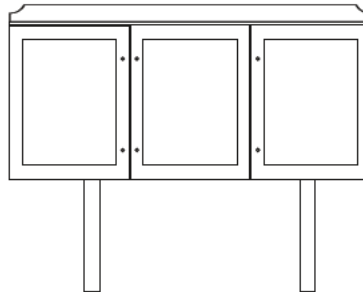
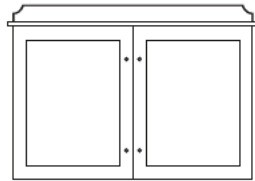
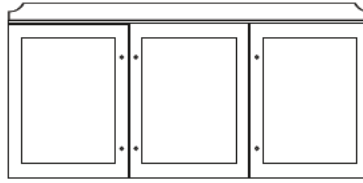
"V" carved oak header as standard

Black in-fill on header

All boards are available with the following extras:-

Internal LED lighting

Pinboard interiors (POA)



ORDER HOTLINE

tel 01606 871188

www.parishnoticeboards.co.uk

Price - £2,145.00 + vat
(o/a size 2200mm x 1120mm)
code: prestoak001

3 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Wall mounted
"V" carved header with black in-fill

Price - £1,800.00 + vat
(o/a size 1800mm x 840mm)
code: prestoak002

3 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Wall mounted
"V" carved header with black in-fill

Price - £1,900.00 + vat
(o/a size 1500mm x 1120mm)
code: prestoak003

2 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Wall mounted
"V" carved header with black in-fill

Price - £1,670.00 + vat
(o/a size 1150mm x 840mm)
code: prestoak004

2 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Wall mounted
"V" carved header with black in-fill

Price - £2,330.00 + vat
(o/a size 2200mm x 1120mm)
code: prestoak005

3 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Post mounted
"V" carved header with black in-fill
100mm square 3.0m long oak posts

Price - £1,920.00 + vat
(o/a size 1800mm x 840mm)
code: prestoak006

3 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Post mounted
"V" carved header with black in-fill
100mm square oak posts

Price - £1,950.00 + vat
(o/a size 2200mm x 1120mm)
code: prestoak007

2 door A1 (841mm x 594mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Post mounted
"V" carved header with black in-fill
100mm square 3.0m long oak posts

Price - £1,890.00 + vat
(o/a size 1150mm x 840mm)
code: prestoak008

2 door A2 (594mm x 420mm) display version
4mm thick glazing
Fully lockable
Magnetic insert panels
Post mounted
"V" carved header with black in-fill
100mm square oak posts

Poster Display Cases

Portrait version

Wall mounted

Included in the price:-

All design work - including 1:10 scale full colour hard copy drawings (if required)

Aluminium framed display cases

Magnetic panels

Powder coated to stock RAL colour* of your choice front, sides, internally and rear

Fully lockable with allen key security locks

Integral weatherproof seal as standard

Suitable for external or internal applications

Left or right hinged - depending on your preference

High impact 3mm thick poly-carbonate glazing

Vinyl lettering and full colour logos applied to inside backboard (if required)

Wall mounted - landscape version A0 size and above

As above specifications but cases are top hinged with door opening stay brackets

Landscape version

Freestanding

As above but supplied with horizontal channel to the rear

Supplied with 2 x 76mm diameter powder coated grey aluminium posts

Optional extras for freestanding version

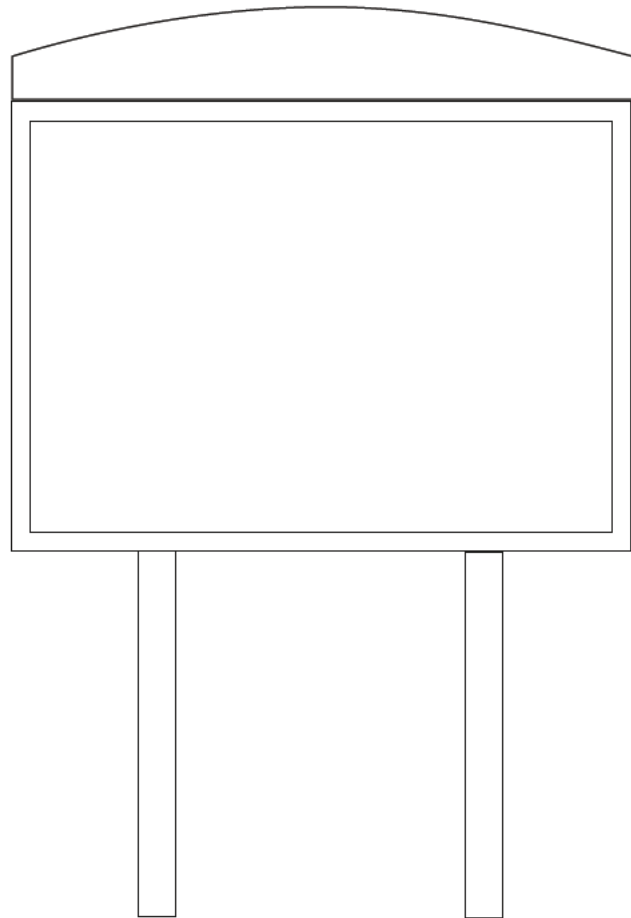
External shaped or flat top powder coated aluminium header boards

76mm diameter cast aluminium ball finials

Powder coated posts and/or finials

Anti-graffiti film applied to the header board

Front key locks (£10.00 + vat per lock extra)



Example
A0 poster case
Shaped Header with vinyl lettering applied
Landscape
Top hinged
All powder coated to Stock RAL colour
2 x 76mm grey aluminium posts
£685.00 + vat

Our most popular sizes

Wall mounted

Portrait

Left or right hinged

A4 (display 297mm x 210mm)	£115.00 + vat
A3 (display 420mm x 297mm)	£165.00 + vat
A2 (display 594mm x 420mm)	£195.00 + vat
A1 (display 841mm x 594mm)	£270.00 + vat

Landscape

Top hinged with stay brackets

A1 (display 841mm x 594mm)	£325.00 + vat
A0 (display 1189mm x 841mm)	£390.00 + vat
6040 (display 1524mm x 1016mm)	£535.00 + vat

Notes

Poster cases can be manufactured to any size or shape please enquire for more details

We do offer a nationwide installation service (POA) or we can send via a courier (POA)

*Stock RAL colours 9005(black) 9003(white) 9006(silver)
6005(dark green) 5002(dark blue) 5005(mid blue)
3004(maroon) 3003(mid red)

The Parish Notice Board Company is a trading name of Signs of Cheshire Limited Registered in England. Registered Number 04992784. Registered Address: The Workshop, Winnington Avenue Northwich CW8 4EE

Our most popular sizes

Freestanding

Landscape

Top hinged with stay brackets

(£ includes 2 x 76mm aluminium posts)

A1 (display 841mm x 594mm)	£535.00 + vat
A0 (display 1189mm x 841mm)	£620.00 + vat
6040 (display 1524mm x 1016mm)	£775.00 + vat

Header panels for landscape poster cases

A1	£55.00 + vat
A0	£65.00 + vat
6040	£90.00 + vat



The Parish Notice Board Company
The Workshop Winnington Avenue
Northwich Cheshire CW8 4EE
e-mail info@parishnoticeboards.co.uk
Telephone 01606 871188

ORDER HOTLINE

tel 01606 871188

www.parishnoticeboards.co.uk

We offer many variations on our bespoke made "classic" range in terms of board sizes, shapes, poster cases

Let our design team know your basic requirements and then they'll be able to suggest the most cost effective board combinations via our free quote and design service

Aluminium notice board specification and prices Freestanding version

Included in the price

All design work - including 1:10 scale full colour hard copy drawings (if required)

3mm thick flat plate aluminium noticeboard

Shaped or flat top

Vinyl coated background to stock 12 colours (powder coated grey to rear of board)
Or the board can be powder coated to colour of your choice front and rear - POA

Unlimited vinyl lettering applied to the board

Full colour logos applied to the board (provided artwork supplied is of suitable quality)

2 x 76mm diameter 3.0m long powder coated grey aluminium posts
Supplied with end caps, base plates and stainless steel clips

Optional extras

76mm diameter cast aluminium ball finials

Powder coated board, posts and/or finials

Anti-graffitti film applied to surface of the header

Poster cases

Aluminium display cases

Magnetic back

Powder coated to stock RAL colour* of your choice front, sides, internally and rear

High impact 3mm clear poly-carbonate glazing

Vinyl lettering applied internally if required

Tamper proof allen key security bolts or full access quarter turn locks

Integral rubber proof seals - fitted as standard

Left or right hinged to suit your requirements

Classic range aluminium board prices

Our most popular sizes (£ includes 2 x 76mm aluminium posts)

1100mm x 850mm	with 2 x A2 poster cases	£815.00 + vat
1675mm x 850mm	with 3 x A2 poster cases	£1075.00 + vat
1500mm x 1200mm	with 2 x A1 poster cases	£1100.00 + vat
2300mm x 1200mm	with 3 x A1 poster cases	£1650.00 + vat

Poster case sizes

A2 (display 594mm x 420mm)

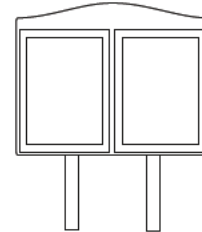
A1 (display 841mm x 594mm)

Notes

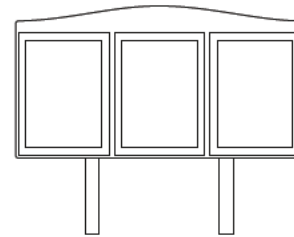
Notice boards and poster cases can be manufactured to any size or shape please enquire for more details

We do offer a nationwide installation service (POA) or delivery via courier (POA)

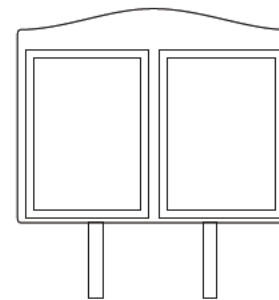
*See complimentary range for colour options for poster cases



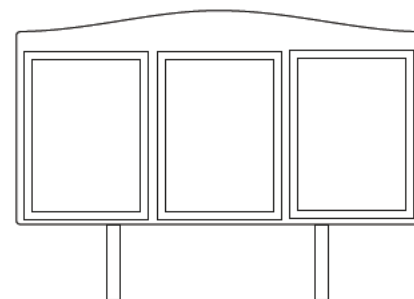
1100mm x 850mm aluminium board - curved or flat top
2 x A2 poster cases
2 x 76mm diameter aluminium posts
£815.00 + vat



1675mm x 850mm aluminium board - curved or flat top
3 x A2 poster cases
2 x 76mm diameter aluminium posts
£1075.00 + vat



1500mm x 1200mm aluminium board - curved or flat top
2 x A1 poster cases
2 x 76mm diameter aluminium posts
£1100.00 + vat



2300mm x 1200mm aluminium board - curved or flat top
3 x A1 poster cases
2 x 76mm diameter aluminium posts
£1650.00 + vat



0333 253
1266

What are you looking for? e.g. picnic tables, benches, plants



Login 2 item(s), £990.00

100% Recycled Plastic

25-Year Guarantee

Completely Maintenance-Free

120 Million Plastic Bottles Recycled

New Products

Special Bundle Offers

Picnic Tables

Benches and Seating

Planters and Raised Beds

Table and Chair Sets

Outdoor Play Furniture

Garden Furniture

Outdoor Dining

Bins and Bollards

Fencing and Raw Materials

Memorial

Disabled Access Furniture

Sports and Changing Rooms

Early Years and Junior

Accessories and Spare Parts

Basket

Buying from recycledfurniture.co.uk is safe. Your order will be processed on our secure servers.

You qualify for FREE delivery

[Go To Checkout](#)

SHOPPING GUARANTEE ID Theft Recovery Assistance Satisfaction Guarantee Price Protection FREE with your purchase

Item	Price Each	Qty	Total
<p>RFHAL01-BRN x 2 - Large Picnic Table - 2000 X 1460 - Brown Size: Large Dimensions: L2000 x D1460mm Capacity: 6 Person</p>	£495.00	<div style="display: flex; align-items: center;"> - <input style="width: 40px; text-align: center;" type="text" value="2"/> + </div> <p>Update</p>	£990.00
Subtotal			£990.00

[Continue Shopping](#)

[Go To Checkout](#)

Promotional Code

Suggested products

Best Selling Cigarette Bin

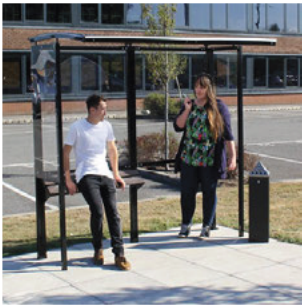


Shelters, Walkways & Canopies

Shelters, Walkways & Canopies

- Smoking Shelters
- Waiting Shelters
- Entrance Shelters & Walkways
- Buggy Shelters
- Canopies & Porches
- Dug Out Shelters
- Bus Shelters
- Outdoor Dining Shelters
- Secure Shelters
- Accessories

Best Selling Smoking Shelter



New Products

Cigarette Bins

Custom Shelters

Education Essentials

Basket



Buying from nobutts.co.uk is safe. Your order will be processed on our secure servers.



You qualify for **FREE** delivery

[Go To Checkout](#) →



SHOPPING GUARANTEE



ID Theft Recovery Assistance







Satisfaction Guarantee



Price Protection

FREE with your purchase



Item	Price Each	Qty	Total
 <p>Brown HAP01-BRN - Standard Picnic Table Description : Standard Picnic Table Size : Medium Dimensions : H780 x L1460 x W1500mm Capacity : 4 Person Weight : 75kg Seat Height : Seat - H440mm</p>	£445.00	  2  Update	£890.00
Subtotal			£890.00

[← Continue Shopping](#)

[Go To Checkout](#) →

About us

About



Site Information

Downloads

Planning

Gallery

Popular Products

Canopies & Porches

Smoking Shelters

Cigarette Bins

More from NBB

NBB Recycled Furniture

NBB Matting





MENU

2

SHOPPING CART > CHECKOUT DETAILS > ORDER COMPLETE

✓ 2 x "Springbank Picnic Table" have been added to your basket.

Our Free Delivery option does not include an AM, PM or timed delivery slot, and is generally made between 8am and 6pm Monday to Friday. For more information please see our [delivery page](#) or contact our sales team on 01629 820011 or info@tdp.co.uk.

PRODUCT	PRICE	QUANTITY	SUBTOTAL
 Springbank Picnic Table - Brown, 2000mm  Estimated delivery date is 10/07/23	£791.11	- 2 +	£1,582.22 (incl. VAT)

← CONTINUE SHOPPING

UPDATE BASKET

You may be interested in...



Anchor For Soft Ground
£90.79



Anchor For Hard Ground
£37.81

BASKET TOTALS

Subtotal	£1,582.22 (incl. VAT)
Total	£1,582.22 (includes £263.70 VAT)

PROCEED TO CHECKOUT

Coupon

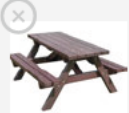


MENU

2

SHOPPING CART > CHECKOUT DETAILS > ORDER COMPLETE

Our Free Delivery option does not include an AM, PM or timed delivery slot, and is generally made between 8am and 6pm Monday to Friday. For more information please see our [delivery page](#) or contact our sales team on 01629 820011 or info@tdp.co.uk.

PRODUCT	PRICE	QUANTITY	SUBTOTAL
 Springbank Picnic Table - Brown, 1500mm Estimated delivery date is 10/07/23	£610.15	- 2 +	£1,220.30 (incl. VAT)

← CONTINUE SHOPPING

UPDATE BASKET

You may be interested in...



Anchor For Soft Ground
£90.79



Anchor For Hard Ground
£37.81

BASKET TOTALS

Subtotal	£1,220.30 (incl. VAT)
Total	£1,220.30 (includes £203.38 VAT)

PROCEED TO CHECKOUT

Coupon

Browse Categories

- Why Recycled Plastic is Better
 Environmental & Friendly
 Extremely Durable
 Long Lasting
 No Maintenance Required


 **FREE DELIVERY*** UK main and on y

Basket

Buying from vprecycledplastic.co.uk is safe.
Your order will be processed on our secure servers.

 **You qualify for FREE delivery**

Go To Checkout ➔

Item	Price Each	Qty	Total
 <p>Brown VRFPY113-BRN - Pass Through Picnic Table Set Description : Table/Backless Benches Dimensions : H780 x L1495 x W1700mm Capacity : 6 Person PDF : AssemblyGuide</p>	£765.00	<div style="display: flex; align-items: center; justify-content: center;"> - <div style="border: 1px solid #ccc; padding: 2px 10px; text-align: center;">2</div> + </div> <p style="font-size: small; text-align: center;">Update</p>	£1,530.00
Subtotal			£1,530.00

[➔ Continue Shopping](#)

Go To Checkout ➔

LINKS

- [About](#)
- [Bespoke](#)
- [Buy-on-Account](#)
- [Carriage](#)
- [Colour-Options](#)
- [Privacy](#)
- [Terms](#)
- [Why-Choose-Recycled](#)
- [Recycling-Posters](#)
- [Modern-Day-Savery-Statement](#)
- [Best Sellers](#)
- [Recently Viewed](#)
- [Site Map](#)
- [Contact Us](#)

PAYMENTS



© 2023. Value Products Ltd. Registration Number: 03038023. VAT Number: GB 927 4801 12



We use cookies to enhance your experience. [Find out more >](#) [Close](#)



0333 252 7310

search bar with 'screw' and 'Clear' button

Login 5 item(s), £175.00

- 100% Recycled Plastic, 25-Year Guarantee, Completely Maintenance-Free, 120 Million Plastic Bottles Recycled



Basket

Buying from recycledfurniture.co.uk is safe. Your order will be processed on our secure servers.

You qualify for FREE delivery

Go To Checkout +

- norton SHOPPING GUARANTEE, ID Theft Recovery Assistance, Satisfaction Guarantee, Price Protection, FREE with your purchase

Table with columns: Item, Price Each, Qty, Total. Row 1: RFPY800-BRN x 5 - Recycled Plastic Plank - Brown - 3m, £35.00, 5, £175.00. Summary: Subtotal Ex VAT £175.00, VAT (Estimated) £35.00

Continue Shopping

Go To Checkout +

Promotional Code input field with 'Apply' button

Suggested products

5-7 DAY DELIVERY*



Standard Picnic Table

Manufactured from 100% recycled plastic, durable table is suitable to seat up to 6 people

As Low As **£335.00** (ex VAT)

[View >](#)

5-7 DAY DELIVERY*



Octagonal Picnic Table

Strong, durable picnic table can seat up to 8 people, made from 100% recycled plastic materials

As Low As **£560.00** (ex VAT)

[View >](#)

25 YEAR WARRANTY



Captain's Treble Seat

Hardwearing and attractive bench

As Low As **£305.00** (ex VAT)

[View >](#)

5-7 DAY DELIVERY*



Wooden Garden Parasol

Perfect for providing shade in outdoor dining areas, seating areas and beer gardens

As Low As **£55.00** (ex VAT)

[View >](#)

25 YEAR WARRANTY



Backless Bench

Fantastic value for money

As Low As **£145.00** (ex VAT)

[View >](#)

25 YEAR WARRANTY



Junior Activity Picnic Tables

Promote learning through play with these fun, interactive activity tables

As Low As **£480.00** (ex VAT)

[View >](#)

[Company Information](#)

[Customer Service](#)

[Resources](#)

[Buy on Account](#)



[Request Free Catalogue >](#)

[Request Free Sample >](#)

We've been approved by [approvedbusiness.co.uk](https://www.approvedbusiness.co.uk)

We are now the proud sponsors of



© 2023 Recycledfurniture.co.uk- No Butts Bin Company Ltd.Registration Number: 02955153.VAT Number: GB 927 4801 12.



09/06/2023

We use cookies to enhance your experience [Find out more >](#)

[Close](#)

assistant clerk gov

From: Sales SLPW <sales@slpw.co.uk>
Sent: 09 June 2023 14:56
To: assistant clerk gov
Subject: RE: Replacement plank quote

Flag Status: Flagged

Hi Abi

That's not a problem!

Cost for the planks, brown 30 x 100 x 1.5m would be £10.12 each + VAT.

The delivery would be £132 + VAT due to the size and weight of the section.

We cannot supply the screws unfortunately, but any good quality wood screw (ideally stainless steel) will be ideal for the job.

Thanks

Kind Regards

Nathan Jones

View our brochure: <http://www.slpw.co.uk/view-brochure.php>



01269 826740

Second Life Products Wales Ltd / Birch Plastics

EKOply

*Registered Office(All correspondence): Fforch-Egel Farm, Gwrhyd Road, Rhiwfawr, Swansea, SA9 2SE
Operating Office: BIRCH/SLPW Abernant Yard, Pontardawe Road, Rhydyfro, Pontardawe, Swansea, SA8 4SX
Second Life Products Company No: 7187408 Registered in England & Wales
Tel: 01269 826740 www.slpw.co.uk*

Due to the substantial increase in demand for our products, in conjunction with shortages of materials within many industries, any lead times given are only approximate and are based on the information we currently hold. Please be aware that lead times may be subject to change due to the changeable conditions we are currently experiencing. This unfortunately is completely out of our control. Accurate delivery dates will only be given once we have all items in stock.

From: assistant clerk gov <assistantclerk@melbournparishcouncil.gov.uk>
Sent: Friday, June 9, 2023 1:40 PM
To: Sales SLPW <sales@slpw.co.uk>
Subject: RE: Replacement plank quote

Oh dear, 20 years! – I have only just started the job and assumed they may have been a little newer than that!

I know it is only a small order but would you be able to quote, by email is fine, for providing 5 of 30 x 100 x 3600 rectangle sections in the brown. If you can add the costs to trim to 1500 (so ending up with 10 planks).

If you provide fixings too – would you be able to add the costs for 40 screws too!

I can then show this to the maintenance committee and see if we can proceed.

Many thanks and sorry for all the questions.

Abi

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

assistant clerk gov

From: TDP Info <info@tdp.co.uk>
Sent: 09 June 2023 15:53
To: assistantclerk@melbournparishcouncil.gov.uk
Subject: RE: [Request a quote]

Flag Status: Flagged

Good afternoon,

Thank you for your quote request.

The prices are as follows.

25mm x 150mm x 3m **£28.14** each (inc VAT) QTY x5 = **£140.70**
Carrier Charge to SG18 6DZ **£49.50**

Total Cost £190.20

Please note that carriage is worked out on the weight of the product, should the number of profiles change then this will affect the cost.

Kind Regards
Lindsey Wilkinson



Email: info@tdp.co.uk Tel: 01629 820011 Web: tdp.co.uk
TDP Ltd, Derby Road, Wirksworth, Derbyshire, DE4 4BG



MADE FROM 100% RECYCLED UK PLASTIC WASTE

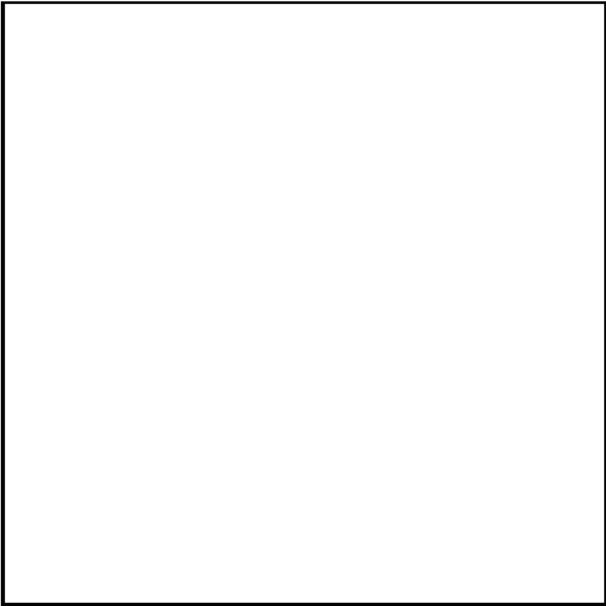
From: TDP Limited <info@tdp.co.uk>
Sent: Friday, June 9, 2023 1:46 PM
To: TDP Info <info@tdp.co.uk>
Subject: [Request a quote]



Request a quote

You have received a request for a quote. The request is the following:

Request a Quote

Preview	Product	Quantity
	Recycled Plastic Profiles Size Options: 25mm X 150mm X 3m Colour Options: Brown Quantity: 5	1

Customer's message

Looking to purchase some replacement planks to rebuild a picnic bench - I know this is a small order but it would be great if you could send through a quote for us to review. Thanks Abi

Customer's details

First Name : Abigail

Last Name : Williams

Email: assistantclerk@melbournparishcouncil.gov.uk

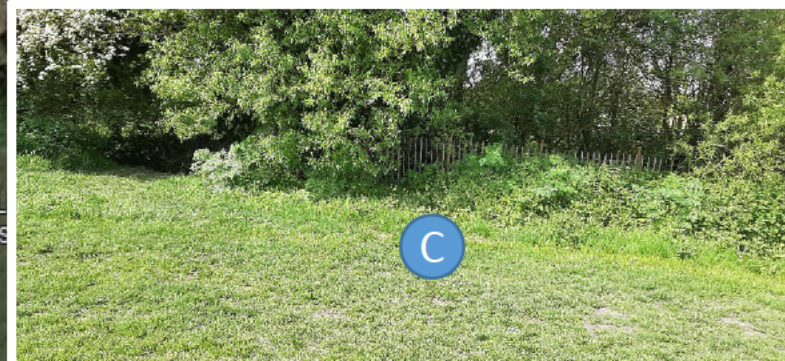
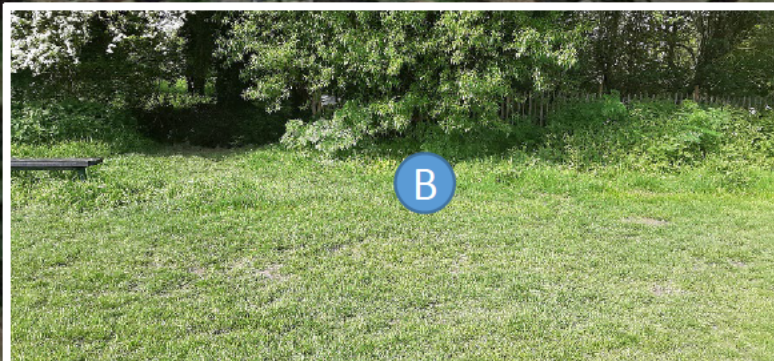
Delivery Postcode : SG8 6DZ

Phone number :

TDP Limited

This email has been scanned by the Symantec Email Security.cloud service
For more information please visit <https://www.advoco-solutions.co.uk>

This email has been scanned by the Symantec Email Security.cloud service
For more information please visit <https://www.advoco-solutions.co.uk>



IN CASE OF FIRE

The Community Pavilion, porch area and fenced patio area to rear of the building are designated non-smoking areas at all times.

There are emergency exits at the front and rear of the building.

It is the responsibility of *the hirer* to ensure these are unlocked during use of the pavilion and that all parties are aware of the exits.

Fire extinguishers are provided at the exits to assist in clearing a path for emergency exit.

In the event of an outbreak of fire, the Community Pavilion **must be evacuated immediately and the Fire Brigade called**

Wherever feasible and safe to do so, doors and windows should be closed to reduce the spread of the fire.

The assembly point is by the large wooden gate next to Little Hands, keeping the gateway clear – please ensure the gate unlocked for the duration of your event to ease access for emergency vehicles.

It is the responsibility of *the hirer* to ensure disabled persons are given adequate assistance in the event of an evacuation.

It is the responsibility *the hirer* to ensure all children within the Community Pavilion are supervised and that they are given adequate assistance in the event of an evacuation.

In the event of a fire, please notify the Parish Office immediately

01763 263303 (option 3)

**Outside of office hours, the emergency contact is:
Cllr G Clark : 07899 651561**

IN CASE OF FIRE

- **Alert** everyone by **yelling FIRE**.
- **Quickly and calmly** leave the premises by the **nearest safe exit**.
- Gather at the fire assembly point, at the gate near Little Hands.
- Summon the **Fire Service** by telephoning **999**.
- Inform the Parish Council as soon as possible.
- **Stay out of the premises** until told it is safe to return by the Fire Officer.

Fire precautions

It is the **HIRERS** responsibility that everyone on the premises **MUST**:

- Note the location of fire exits to the front and rear of the building.
- Note the locations of fire extinguishers, at each exit.
- Keep fire exits and routes to them clear.
- Keep fire doors closed.
- Prior to the event, assign individuals to assist children and disabled persons in case of emergency.
- Know how many people are attending, account for them at the assembly point.

DO NOT:

- Smoke anywhere on site, inside or directly outside the building.
- Leave fire doors propped open.
- Use unprotected naked flames.
- Leave the cooker on and unattended.

Wherever feasible and safe to do so, doors and windows should be closed to reduce the spread of the fire.

The assembly point is by the large wooden gate next to Little Hands, keeping the gateway clear – please ensure the gate unlocked for the duration of your event to ease access for emergency vehicles.

It is the responsibility of the hirer to ensure disabled persons are given adequate assistance in the event of an evacuation. It is the responsibility the hirer to ensure all children within the Community Pavilion are supervised and that they are given adequate assistance in the event of an evacuation.

In the event of a fire, please notify the Parish Office immediately 01763 263303 (option 3)

Outside of office hours, the emergency contact is: Cllr G Clark : 07899 651561

assistantclerk

From: Sam Wilson <sam.wilson@shelfordheating.co.uk>
Sent: 26 May 2023 09:56
To: assistantclerk@melbournpc.co.uk
Cc: Jo Amey; Angela Humm
Subject: Melbourn Pavilion

Flag Status: Flagged

Good Morning,

Further to yesterdays visit to the pavilion the budget costing for associated works with thermostatic mixing valve in showers are as follows,

3hrs Labour at £59.00
Materials at £104.84

All Plus VAT.

The works will be carried out base on time and materials used on site, this could increase or decrease the total cost for work.

Please let us know if you are happy to proceed with the works.

Regards

Sam Wilson

Installation & Technical Manager

Unit 20, South Cambridge Business Park,
Sawston, Cambridge CB22 3JH
Telephone: 01223 833426 Fax: 01223 835097
sales@shelfordheating.co.uk
www.shelfordheating.co.uk



Shelford Heating Ltd Company no. 7616891 VAT no. 120 3236 73



QUOTE

H2O GAS HEATING AND PLUMBING SERVICES LTD

76, Redwing Rise

Royston, Herts

SG8 7XE

01763248283

h2oplumbers@outlook.com

h2oplumbers.info

VAT: 76654760 Reg: 04830943

ADDRESSED TO

Melbourn Village Hub

30 High Street Melbourn SG8 6DZ

SG8 6DZ

Quote # **2021241**

Quote Date **Jun 06, 2023**

JOB ADDRESS

The Pavilion, The Moor

Melbourn

SG8 6ED

DESCRIPTION	UNITS	UNIT PRICE	VAT	AMOUNT (GBP)
-------------	-------	------------	-----	--------------

SHOWERS

1.00

£405.00

£81.00

£486.00

To isolate and remove existing thermostatic mixer valves for shower and pipework.

To supply and fit two new 22mm thermostatic shower mixing valves inc new isolation valves.

To test as required.

Total excl. VAT £405.00

VAT Total £81.00

Total £486.00

Quotation

21/05/23



TO - [Redacted]

Melbourn Parish Council
High St
Melbourn

Description	Quantity (hours)	Unit Price	Amount
Deep Clean of Sports Pavilion	1	£150.00	£150.00
<i>Including -</i>			
Shower/Head Descale			
Windows Inside & Out			
Lighting Diffusers			
Walls & Skirts			
Bin Clean			
Sweep and General Tidy of Outside Aeras			
Total			£150.00

QUOTE

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
Royston
Cambridgeshire
SG8 6DZ
GBR

Date
12 Jun 2023

Quote Number
QU-0102

Reference
Little Hands Nursery

VAT Number
731945721

PJ Robinson Electrical
Contractors Limited
48 The Causeway
Bassingbourn
Royston
Herts
SG8 5LG

Description	Quantity	Unit Price	VAT	Amount GBP
Supply and install 2 100W LED floodlights and 1 50W LED Flood with PIR to front door area.	1.00	440.00	20%	440.00
			Subtotal	440.00
			TOTAL VAT 20%	88.00
			TOTAL GBP	528.00

<u>POLICY AND PROCEDURE:</u>	COMMUNITY FACILITIES AND SERVICES: EQUAL OPPORTUNITY FOR ACCESS
-------------------------------------	--

PURPOSE: Melbourn Parish Council (MPC) has a Equality and Diversity Policy (Doc 5.02) which aims for equal opportunities for all and protection of right for all group, and this policy works in conjunction with the Equality and Diversity policy to ensure that all members of the community has equal access to community facilities.

SCOPE: An inclusive community requires that all members of a community have fair and equal access to its resources and facilities. For example, improved access to buildings is beneficial to all members of the community, e.g. people pushing prams.

Under the Equality Act 2010, a disabled person is someone who has a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities. MPC will consider the access requirements of all members of the community and will consider whether individuals might need other adjustments to provide them with equal opportunities to access Council facilities and services.

This policy covers anyone with additional requirement in order to access council services and facilities.

POLICY: MPC has a policy of promoting greater access for all to Parish buildings and strives to improve access to all services provided by the council.

PROCEDURE:

1. Existing Facilities and Services.

- 1.1 Melbourn Parish Council will ensure that its buildings comply with PART M, Volume 2 of the Building Regulations (2015 edition). Part M's requirements will be met if 'Reasonable provision is made to ensure that buildings are accessible and usable.'
- 1.2 Examples of accessibility requirement for disabled people, regardless of disability, age or gender include that people should be able to:
 - (a) Gain access to buildings and to gain access within buildings and use their facilities, both as visitors and people that live or work in them;
 - (b) Use sanitary conveniences in the principal storey of a new dwelling;
 - (c) Where a member of the public is hearing impaired, the council should offer appropriate assistance when they attend and participate in public

meetings of the Parish Council and visit the Parish Office. (prior arrangement to be made with the Parish Clerk).

- (d) For members of the public with English as a second language, to attend and participate in public meetings of the Parish Council and at the Parish Office with the support of a language interpreter or translation application (prior arrangement to be made with the Parish Clerk).

1.3 Melbourn Parish Council understand the importance of equal access for all to services and facilities and will continue to monitor the needs of those in the community. The council will strive to make any necessary changes to ensure services and facilities are accessible.

2. Future facilities and services

2.1 MPC will plan future facilities and services with equal opportunities in mind.

2.2 MPC will continue to review the accessibility of current facilities and services to ensure that they continue to remain accessible to those in the community.

Document Approval:

(Chair to Melbourn Parish Council)

Date of Parish Council meeting: 26 June 2023

Review Policy: Every 3 years

MELBOURN PARISH COUNCIL

Doc. No.: 4.05
Version: 2
Date approved: 26 June 2023
Review date: June 2026

POLICY AND PROCEDURE: COMMUNITY FACILITIES AND SERVICES: EQUAL OPPORTUNITY FOR ACCESS

PURPOSE: Melbourn Parish Council (MPC) has a Equality and Diversity Policy (Doc 5.02) for Equal Opportunities which aims for equal opportunities for all and protection of right for all group, and this policy works in conjunction with the Equality and Diversity policy wishes to ensure that all members of the community has equal access to it is put into practice with users of community facilities.

SCOPE: An inclusive community requires that all members of a community have fair and equal access to its resources and facilities. For example, improved access to buildings is beneficial to all members of the community, e.g. people pushing prams.

Under the Equality Act 2010, a disabled person is someone who has a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities. In law, a disabled person is someone who has a physical or mental impairment that has a substantial and long term adverse effect on his or her ability to carry out normal day to day activities. People with HIV, cancer and multiple sclerosis are deemed to be covered by the DDA effectively from the point of diagnosis, rather than from the point when the condition has some adverse effect on their ability to carry out normal day to day activities.

Formatted: Font: (Default) Arial, 12 pt

MPC will consider the access requirements of other disabled people if their needs are not covered by the 3 areas listed above. We will also of all members of the community and will consider whether individuals might need other adjustments to provide them with equal opportunities to access Council facilities and services.

This policy covers:

- physical access for people with mobility impairment
- help for members of the public with hearing impairment
- assistance with communication for those with English as a second language covers anyone with additional requirement in order to access council services and facilities.

Formatted: Normal, No bullets or numbering

POLICY: MPC has a policy of promoting greater access for disabled people all to Parish buildings and uses its authority strives to improve disabled people's access to public buildings access to all services provided by the council.

PROCEDURE:

1. Existing Facilities and Services.

- 1.1 Melbourn Parish Council will ensure that its buildings comply with PART M, Volume 2 of the Building Regulations (2015 edition). Part M's requirements will be met if 'Reasonable provision is made to ensure that buildings are accessible and usable.'

- 1.2 ~~Currently the main legislation that controls access standards for disabled people is people~~ Examples of accessibility requirement for disabled people, regardless of disability, age or gender include that people should be able to:
 - (a) Gain access to buildings and to gain access within buildings and use their facilities, both as visitors and people that live or work in them;
 - (b) Use sanitary conveniences in the ~~principle~~principal storey of a new dwelling;
 - (c) Where a member of the public is hearing impaired, the council should offer appropriate assistance when they to attend and participate in public meetings of the Parish Council and at visit the Parish Office, with the assistance of a hearing loop, (prior arrangement to be made with the Parish Clerk).
 - (d) For members of the public with English as a second language, to attend and participate in public meetings of the Parish Council and at the Parish Office with the support of a language interpreter or translation application (prior arrangement to be made with the Parish Clerk).

1.3 Melbourn Parish Council understand the importance of equal access for all to services and facilities and will continue to monitor the needs of those in the community. The council will strive to make any necessary changes to ensure services and facilities are accessible.

Formatted: Indent: Left: 0 cm

2. Future facilities and services

2.1 MPC will plan future facilities and services with equal opportunities in mind.

2.2 MPC will continue to review the accessibility of current facilities and services to ensure that they continue to remain accessible to those in the community.

Formatted: Indent: Left: 0 cm, Hanging: 1.27 cm

Document Approval:

MELBOURN PARISH COUNCIL

Doc. No.: 4.05
Version: 2
Date approved: 26 June 2023
Review date: June 2026

(Chair to Melbourn Parish Council)

Date of Parish Council meeting: 26 June 2023

Review Policy: Every 3 years

MA016/23c) MPPWP TOR

At the Annual Meeting of Melbourn Parish Council on the 22 May 2023 under item PC010/23b) it was agreed to dissolve the MPPWP, therefore, no terms of reference are currently needed.

b) Melbourn Play Parks Working Party (max five cllrs)

It was agreed that the Melbourn Play Parks Working Party has fulfilled its remit and at present there are no projects for the working party to take on. Therefore, it was noted that the working party will be dissolved but that it can be reinstated at a later date if required.

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 15 June 2023

ITEM	Location	Reported by	Notes	Actions	WHO?
1	Norgetts lane	Resident	Bench along Norgettes need repairing.	SM to obtain quote from contractor. Contract wardens have inspected and have indicated they can repair. Quotes available. Further investigations required - deferred. Being consider for inclusion in the 2023/24 maintenance budget. To be on June agenda.	SM
2	Road markings Little Lane and High Street (outside Strands)	SAH	SAH has been in contact with John Obrien. CL to discuss repainting zebra crossing with JH and using surplus paint for road markings. Road outside Strands is in a very poor condition.	Clerk to follow up	JH
3	The Moor, near allotments	wardens	Large pothole.	ACTION : SM to report to CCC. CCC to repair in next 12 weeks. ACTION : Councillors to inspect roads for potholes. Creation of map to identify the worst areas.	CCC/PC
4	Notice boards	GC	Poor repair - Wardens to look at. The repair project will require planning with the parish office.	Clerk to obtain quotes	Clerk
5	Littlehands	GC	Flood light not working.	SM to obtain quotes to repair	SM
6	Littlehands	GC	Wooden paneling on emergency entrance side of littlehands requires maintenance.	Wardens to re-paint.	Wardens
7	Pavilion	FC	Showers are very hot.	SM to seek quotes. Quotes available. Agenda item MA014/23b)	SM
8	Bowls club hedge	Wardens	Conifer needs cutting back	Obtain quotes	SM
9	New Rec bench	Wardens	Although the bench is heavy keeps being moved around the new rec.	Wardens and clerk to identify possible location to fix bench. Bench not been moved recently.	Wardens
10	The moor	wardens	Sign faded. New sign needed (12 and under).	Obtain quotes - ROSPA report states new guidelines.	SM
11	Worcester Way	Resident	Branches over hanging residents garden.	Discussed 20/04/23 - obtaining quotes.	Wardens
12	Various	Wardens	Orchard, verge opposite sheeps row, and grass near telephone box requires cutting.	SM to inform contractor	Contractor
13	Cross Lane	South Cambs	Bin blocked so unable to empty on the junction of Rose Lane and Cross Lane - car consistently blocking bin shed	Monitor - note placed on car for information.	Wardens
14	All roads	All	Councillors to inspect roads for potholes.	Creation of map to identify the worst areas.	ALL
15	Stockbridge Meadows	Wardens	Paths require cutting.	SM contacted contractor	Contractor
16	Outside Orchard Surgery	Wardens	Salt bin on Orchard Surgery road - destroyed	Contacted SCDC about replacement - awaiting costs	ATC
17	Tree - Cedar Close	Resident	Tree in need of cut, leaving sticky residue on paths etc.	ATC to obtain quotes for pruning - along with advice as to when best to cut.	ATC

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 15 June 2023

ITEM	Details of work required	Reported by	Notes	Actions	WHO?
1	Back Lane	Resident	Report that trees along Back Lane require cutting back. Office has reported to Highways with photo.	Parish Office to follow up. Highways have scheduled the work to be carried out soon.	Highways
2	Back Lane	SAH	Road sign at the bottom of Back Lane is very poor condition. SAH has reported to SCDC. Warden carried out some repair works, but awaiting action from SCDC	Update: sign now demolished, reported again to Highways 24/05/23	SCDC
3	Verge top of Water Lane (Chalkhill Barrow side)	Resident / JH	Verge requires maintenance. Need to establish is it Highways or MPC? Not on grass cutting schedule. Report that bamboo is growing in the verge. Needs dealing with. Reported to Highways. Highways Officer will come out and inspect.	CL sent CGM quote to John Obrien for confirmation that we will be reimbursed for the work. John Obrien has confirmed work will be financed by Highways. Highways to order work. Waiting to receive confirmation from Highways' Finance department. Highways to finance in new financial year. Highways confirmed that they will pay for the work, however quote is out of date. Re-quote required.	SM / Highways
4	Damaged footpath sign, end of the Moor	Litterpicker	Footpath sign for path under the A10 damaged. SM to report to highways.	CCC confirm sign to be replaced 2023/24. Monitor.	SCDC
5	Gullies - various	Various	Overflowing with recent heavy rains. District Cllrs met with Highways Officer. County is aware. Clearance will not take place until leaf fall is finished.		CCC
6	Bottom of The Moor (High Street end)	Resident	Damaged signs. Lamp post damaged. MVC sign to be replaced. Office to report to Highways. Library sign to be relocated to High Street. Office to seek permission. Signs on the corner of The Moor replaced. Awaiting information regarding relocation of library sign.	Action Clerk to chase	CCC
7	Station Road	Resident	Damage to barrier on corner of Station Road. Highways advised this should be reported to the EA.	Reported to EA.	EA
8	Palmers way	resident	Damaged sign on Palmers way. Wardens to identify location, take photo and office to report.	Reported to SCDC with photo.	SCDC
9	Royston Road	Litterpicker	Damaged street sign.	Reported to SCDC with photo.	SCDC
10	Hinkins Close	Resident	Tree dropping leaves and causing path to be slippery. Branches are also low.	SM to report to SCDC. Reported and SCDC is investigating the situation and is looking at carrying out maintenance on the tree.	SCDC
11	Royston Road / a10 Junction	Wardens	Damaged Royston Road sign.	SM reported to SCDC	SCDC
12	Worcester Way	Resident	Street lamps not working. SM requested that resident shares ID number. No numbers on lampposts.	SM contacted Metropolitan	Metropolitan
13	Palmers way	SAH	Tree of concern. Reported to SCDC.	SCDC to investigate and raise with the appropriate parties.	SCDC