

# MELBOURN PARISH COUNCIL

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13<sup>th</sup> October 2023

## Dear Councillor

You are hereby summoned to attend a meeting of the Maintenance Committee to be held on **Thursday 19 October 2023** at **09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

## Dear Non-Cllr Committee Member

You are hereby invited to attend a meeting of the Maintenance Committee to be held on **Thursday 19 October 2023** at **09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

## To Members of the Public and Press

You are hereby invited to attend a meeting of the Maintenance Committee to be held on **Thursday 19 October 2023** at **09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

*Alex Coxall & Abi Williams*

Clerks to the Parish Council

## MAINTENANCE COMMITTEE: AGENDA

**MA057/23 To receive and approve apologies for absence**

**MA058/23 To receive any Declarations of Interest and Dispensations**

**MA059/23 To approve the minutes of the Maintenance Committee Meeting held on 14 September 2023**

- a) To discuss comments on minutes from 14 September 2023

**MA060/23 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)**

**MA061/23 Finance Matters:**

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

**MA062/23 Conservation Matters:**

- a) To receive the EA Monthly situation report for September 2023
- b) To receive a report from River Mel Restoration Group
- c) To consider the planting location of two horse chestnut trees
- d) Update from County Cllr Susan van de Ven on the prospective restoration of the Old Pond at Back Lane/High St junction for the purpose of capturing silt runoff
- e) To receive any other updates and consider actions

**MA063/23 Allotment Matters:**

- a) To receive any updates and consider actions

**MA064/23 Stockbridge Meadows:**

- a) To discuss the application next steps for Nature Reserve status
- b) To receive any other updates and consider actions

**MA065/23 Governance Matters:**

- a) To receive the weekly inspection reports and consider any necessary actions
- b) To consider any updates on vandalism in the Parish

- c) To receive any other updates and consider actions

**MA066/23 Cemetery Matters:**

- a) To consider quotations for Saxon Burial memorial
- b) To consider options for cycle parking at New Road Cemetery
- c) To receive any other updates and consider actions

**MA067/23 Village Maintenance Matters:**

- a) To consider clarified quotation for Worcester Way tree line works
- b) To receive an update regarding the fencing works between Worcester Way and the private farm land
- c) To consider quotations for cutting the Bowls Club hedge
- d) To consider updates to bin proposal
- e) To consider quotations for safety improvements to Clear Crescent play park, following ROSPA report
- f) To receive an update and consider a watering plan for planting trees along Cambridge Road
- g) To consider offer of removal of rocks from Clear Crescent play park
- h) To receive update on the street lighting along the access road to The Moor car park
- i) To consider actions from road inspections report
- j) To receive any other updates and consider actions

**MA068/23 Pavilion Matters:**

- a) To consider actions from the legionella report from 4i Water
- b) To receive any other updates and consider actions

**MA069/23 Little Hands Matters:**

- a) Update on RAAC inspection at Little Hands
- b) To receive any updates and consider actions

**MA070/23 Policies and Risk Assessments**

- a) To consider impact of new fire safety guidance in force from 1<sup>st</sup> October on Parish buildings
- b) To consider any updates and consider actions

**MA071/23 Skate Park Working Party (SPWP)**

- a) To receive any updates and consider actions

**MA072/23 Outstanding Maintenance Issues:** To consider the status of the job spreadsheet

**MA073/23 New Maintenance Issues:** To consider Maintenance issues arising since last meeting

- a) To consider the purchase of equipment for Wardens

**MA074/23 To note date of next meeting:** Thursday 23 November 2023