

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

A meeting of the Maintenance Committee held on Thursday 14 December at 09:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Abigail Williams (Parish Clerk), Maureen Brierley (RMRG)

MAINTENANCE COMMITTEE: MINUTES

Meeting started 09.30

MA093/23 To receive and approve apologies for absence

Apologies received from Cllr Alexander, Chris Selway (Allotment Association), Steve Pitman (Warden)

It was RESOLVED to accept apologies from Cllr Alexander, Chris Selway and Steve Pitman. Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.

MA094/23 To receive any Declarations of Interest and Dispensations

None received.

MA095/23 To approve the minutes of the Maintenance Committee Meeting held on 23 November 2023

It was RESOLVED to accept the minutes of the Maintenance Committee Meeting held on 23 November 2023 were an accurate record.

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

- a) To discuss comments on minutes from 23 November 2023

None received.

MA096/23 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)

No members of public in attendance.

MA097/23 Finance Matters:

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

It was noted that the date on the 'Actual to Date' column to be corrected.

The finance report was noted.

MA098/23 Conservation Matters:

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

It was noted.

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

RMRG are waiting on a response from Environment Agency re the offer to take readings of flow.

RMRG offered thanks for the use of the Pavilion as a base for working parties.

A request for more chippings to be delivered to the woodland walk was noted.

- c) To consider quotation for works as highlighted in annual tree survey.

It was RESOLVED to accept quote 5439 for the tree works as highlighted in the annual tree survey at a cost of £520.00+VAT.

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

- d) To receive any other updates and consider actions.

ACTION: Office to confirm that Stockbridge Meadows are included on the annual tree survey (areas are on a 3yr rotation for checks).

MA099/23 Allotment Matters:

- a) To receive any updates and consider actions.

It was noted that all plots were currently filled.

It was noted that the PCN have until February 2024 to confirm if they will be able to take over the community plot. ACTION: Office to catch up with PCN in the new year.

- b) To note emergency tree work carried out on fallen tree in St Georges at £195.00

It was noted.

- c) To consider quotation for works to identified problem trees.

Deferred to allow for more quotes due to costs. ACTION: Office to obtain further quotes and return to committee for decision.

MA100/23 Stockbridge Meadows:

- a) To receive any other updates and consider actions.

It was noted that the annual work plan would be kicked off with the Conservation Warden in January 2024 – Maureen to meet with Warden in January 2024.

It was noted that Natural England have responded to the draft Stockbridge Meadows management plan and will support in the application to be registered as a nature reserve. ACTION: Office to share response with Maureen and Cllr Travis and action as required.

It was noted that the Duke of Edinburgh Award activities will start when an assessor has been found for both individuals.

Maureen Brierley left the meeting 09.41

MA101/23 Governance Matters:

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

It was noted.

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

Nothing to note.

- c) To receive an update on the Moor Play park multigenerational swing.

Options were noted and offer from Warden to attempt to weld the current swing was accepted.

- d) To note correspondence and consider actions re grit bins at Hopkins Homes development.

Correspondence was noted. Committee advised that responsibility falls to the maintenance company that currently look after the roads / paths on the Hopkins Homes Estate. ACTION: Office to respond to resident and Hopkins Homes.

- e) To receive any other updates and consider actions.

None received.

MA102/23 Cemetery Matters:

- a) To receive any other updates and consider actions.

It was noted that Cllr Travis is due to meet with residents with regard to planting and parking outside of New Road Cemetery on 30 December 2023.

MA103/23 Village Maintenance Matters:

- a) To consider action for missing Lordship Drive road sign.

Committee advised that this is the responsibility of South Cambridgeshire District Council. Office will continue to chase SCDC on the subject. ACTION: Office to respond to resident with progress and continue to monitor works.

Note correction of numbering from agenda items as shown below.

- ↵ b) Ongoing maintenance of the Wonderpass.

Concerns over the paintwork on the Wonderpass were noted. Thanks were passed to the Wardens for the work carried out to control the weeds and extend the pathway. ACTION: Office to work with Meldreth Parish Council to formalise an agreement as to who looks after the maintenance of the area and to inform County Cllr van de Ven of problems. ACTION: Office to work with Wardens to install batons to separate the painted areas to discourage vandalism.

- ↵ c) To consider correspondence and possible actions re the goal storage on the New Rec.

Options for resolution were discussed. It was decided to approach resident with option of installing willow screening to the cage to improve the aesthetics of the area. ACTION: Office to contact resident.

- f) d) To note update on 83 High Street and consider request to purchase obelisk and mulch.

Update was noted and costs to be sought for improvements as requested. ACTION: Office to contact volunteer to confirm needs.

- g) e) To receive any other updates and consider actions.

None received.

MA104/23 Pavilion Matters:

- b) To receive any other updates and consider actions.

None received.

MA105/23 Little Hands Matters:

- b) To receive any updates and consider actions.

It was noted that Cllr Wilson will be investigating if there is any RAAC at Little Hands in January 2024.

MA106/23 Policies and Risk Assessments

- a) To consider any updates and consider actions.

None received.

MA107/23 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

It was noted.

ACTION: Office to contact County Cllr van de Ven re outstanding issues with grit bin replacement and signage replacement.

MA108/23 New Maintenance Issues: To consider Maintenance issues arising since last meeting

None received.

MA109/23 To note date of next meeting: Thursday 18 January 2024

The date of the next meeting was noted as Thursday 18 January 2024.

Meeting closed at 10.04

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

A meeting of the Maintenance Committee held on Thursday 23 November at 09:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Alexandra Coxall and Abigail Williams (Parish Clerks), Steve Pitman (Warden), Les Brierley (RMRG) & Chris Selway (Allotment Association)

MAINTENANCE COMMITTEE: MINUTES

Meeting started 09.30

MA075/23 To receive and approve apologies for absence

None received.

Apologies received from Maureen Brierley but Clerk omitted to mention.

MA076/23 To receive any Declarations of Interest and Dispensations

None received.

MA077/23 To approve the minutes of the Maintenance Committee Meeting held on ~~14 October 2023~~ 19 October 2023

NOTE: correction to item MA077/23 – should read ‘To approve the minutes of the Maintenance Committee Meeting held on 19 October 2023’.

It was RESOLVED that the minutes of the Maintenance Committee Meeting held on 19 October 2023 were an accurate record.

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

- a) To discuss comments on minutes from ~~14 October 2023~~ 19 October 2023

None received.

MA078/23 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.

MA079/23 Finance Matters:

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

It was noted.

- b) To note invoices for extra cuts and village maintenance.

They were noted.

MA080/23 Conservation Matters:

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

It was noted.

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

RMRG updated committee on gravel works to River Mel being delayed until the spring. It was noted that the Environment Agency (EA) were still interested in measuring flow between Stockbridge Meadows and the Sheene Mill. ACTION: RMRG were tasked with finding out if readings gathered by volunteers would be accepted as data with a view to obtaining a flow gauge and taking the readings on EA behalf.

- c) 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.

Update provided by Cllr Travis. RG Carter have agreed to survey the site in order to determine if the reinstatement of a pond in the area is a viable project.

- d) To start discussion of updates/changes to village maintenance contracts in preparation for tender to take place in 2024.

Signed..... Date:

Office presented a list of additional activities to consider adding to the tender for village maintenance. Committee to review and send any additional activities to the office. ACTION: Office to compile the list and review with Wardens / Committee.

- e) To receive any other updates and consider actions.

None received.

MA081/23 Allotment Matters:

- a) To receive any updates and consider actions.

Allotment Association confirmed inspections have taken place and all plots are either being worked or plan to be worked. All plots are now allocated. Most agreements have been signed for year 23/24.

It was noted that the PCN are still working towards taking on the community plot.

It was noted that a tree has fallen near plot 46a. Office have arranged tree removal. Other trees around site have been highlighted as in need of attention. Quote to be reviewed for works.

It was noted that bushes on the walkway to Grays are overgrown. ACTION: Office to contact resident to request trimming.

Chris Selway (Allotment Association) left the meeting 09.57

MA082/23 Stockbridge Meadows:

- a) To consider sending current version of the Stockbridge Management report to Natural England for review.

Cllr Barnes offered to review document prior to sending.

It was RESOLVED to send the Stockbridge Management report to Natural England for review.

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

- b) To receive any other updates and consider actions.

It was noted that there has been a request to undertake some Duke of Edinburgh Award activities at Stockbridge Meadows. Individuals to work with Stockbridge Meadows volunteers.

Les Brierley left the meeting 10.04

MA083/23 Governance Matters:

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

It was noted.

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

Noted.

- c) To receive an update on the padlocks used in public areas from the Fire Service and to consider the installation of code padlocks in public areas – including The Moor car park, New Rec wooden gate and Stockbridge Meadows.

Office have confirmed there is no requirement to have a numerical padlock shared with local emergency services. New padlock has been installed at Little Hands. Agreed to keep locks as there are at the moment and monitor.

- d) To receive an update on the seating dome on The Moor.

ACTION: Office to contact schools to ascertain if there is any interest in taking the structure on before refurbishment is carried out.

- e) To receive an update on the Moor Play park multigenerational swing.

It was noted that the multigenerational swing has been replaced (via Hags), on installation the swing was once again destroyed by the fire brigade to release a youth who had attempted to fit in the swing.

ACTION: Office to research alternative suppliers for a multigenerational swing and alternatives if this is not a viable solution.

ACTION: Office to write to Melbourn Village College to inform them of the two incidents and encourage respectful behaviour towards the facilities from students.

- f) To receive any other updates and consider actions.

None received.

MA084/23 Cemetery Matters:

Signed..... Date:

- a) To consider quotations for Saxon Burial memorial.

It was RESOLVED to accept the quote from AC Stoneworks for saxon memorial at New Road Cemetery at a cost of £1378.50.

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

- b) To receive any other updates and consider actions.

None received.

MA085/23 Village Maintenance Matters:

- a) To note Moor Play Park inspection report.

The report was noted.

ACTION: Office to look at costs of replacing rec side gate with a self-closing option.

- b) To note request for meeting re the bushes outside New Road Cemetery – ongoing issue re ownership of land / maintenance of area.

ACTION: Office to confirm availability to meet on 30th December.

ACTION: Item to be added to full council meeting on 4 December to consider actions.

- c) To receive update on the street lighting along the access road to The Moor car park.

Awaiting quotes for repair. Deferred.

- d) Ongoing maintenance of the Wonderpass.

ACTION: Office to confirm actions agreed by Melbourn Practical Solutions Group re the maintenance of the Wonderpass.

- e) To receive any other updates and consider actions.

None received.

MA086/23 Pavilion Matters:

- a) To consider actions from the legionella report from 4i Water.

Awaiting quotes. Deferred.

It was noted that Wardens now have the sole use of water testing equipment.

- b) To receive any other updates and consider actions.

None received.

MA087/23 Little Hands Matters:

- a) Update on RAAC inspection at Little Hands.

It was noted that the office is finding it hard to find a suitable surveyor. ACTION: Office to remind Cllr Wilson of request for advice.

- b) To consider approval of increased total cost for Little Hands drainage work – estimate for asbestos removal and additional works was £1,145.56 short due to additional weight of asbestos in tonnes being measured at weighbridge after collection.

Previously approved total £17,475.89 - total costs £18,621.45

It was RESOLVED to recommend for approval to full council the increased costs of £18,621.45 for Little Hands drainage works associated with additional weight in tonnes of the collected asbestos.

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

- c) To receive any updates and consider actions.

None received.

MA088/23 Policies and Risk Assessments

- a) To consider any updates and consider actions.

None received.

MA089/23 Skate Park Working Party (SPWP)

- a) To receive any updates and consider actions.

Signed..... Date:

It was noted that SPWP was reconvene in the new year.

MA090/23 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

It was noted.

It was noted that public thanks had been received for the work the Wardens have been carrying out.

MA091/23 New Maintenance Issues: To consider Maintenance issues arising since last meeting

a) To consider the purchase of equipment for Wardens.

It was RESOLVED to purchase strimmer, pruning saw, grinder and drill.

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

On review of items on list it was RESOLVED to also purchase hacksaw, telescopic handle shears and telescopic handle loppers.

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

MA092/23 To note date of next meeting: Thursday 14 December 2023

The date of the next meeting was noted as Thursday 14 December 2023.

Meeting closed 11.03

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

EDGE Code	Budget 2023/24	Actual to date (30/09/23)	Committed	Balance	Notes
	£	£	£	£	
	<u>Budgeted expenditure (included in Precept)</u>				
	<u>Conservation:</u>				
1000	Allotments - water (2 meters)	850		934	
1000	Allotments - plot clearance/maintenance	400	302	98	Compost
1000	Allotments - Hedge Cutting	600	320	280	
1000	Allotments - unplanned e.g. asbestos removal	1,300	150	1,150	
1100	Conservation - Christmas tree and plants for tubs	400		260	
1100	Conservation - tree survey & Tree works	6,160	784	5,376	
1100	Conservation - emergency tree works	3,300	380	2,725	
1100	Conservation - tree planting	2,350	22	2,328	
1100	Conservation - unplanned	1,000	1,891	(891)	Fencing at 32 Worcester Way & graffiti removal from stone bus plaque at bus shelter, Tidy Pathway Greenbanks
1150	Stockbridge Meadows - path cutting and rolling	300	160	140	Cutting orchard at Stockbridge
1150	Stockbridge Meadows - Pond testing	500		500	
1150	Stockbridge Meadows - unplanned	500		500	
		17,660	4,009	13,400	
	<u>Cemeteries</u>				
2000/1	Orchard Road - electricity	200	64	120	
2000/1	Orchard Road - water	100		100	
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	235	190	replacement of Consumer unit
2000/2	New Road - water	135	52	83	
2000/2	New Road - tree & hedge work, soil store, path edging	990		990	
2000/2	New Road - unplanned	500	460	41	AC Stoneworks memorial
		3,520	810	2,693	
	<u>Play Areas, Recreation Grounds & Pavilion</u>				
3000	Playground - ROSPA	300	231	69	
3000	Playground - play area maintenance, equipment repair/renewals	1,500		1,500	
3000	Playground - tree work/edging	800		800	
3000	Playground - unplanned	250		250	
3200	Recreation Ground - electricity	250	163	281	
3200	Recreation Ground - pest treatment	500		500	
3200	Recreation Ground - unplanned	2,500	850	1,650	Verrtidrain Rec & Leaf clearance
3400	Pavilion - cleaning	1,100	528	460	
3400	Pavilion - electricity	2,400	1,863	863	
3400	Pavilion - water	100	67	33	
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	1,050	696	354	Jetting of Septic tank and sanitary disposal
3400	Pavilion - drain clean	300		300	
3400	Pavilion - legionella assessment	330	355	(25)	
3400	Pavilion - maintenance (PAT testing, boiler service, fire alarm service, security alarm)	705		705	
3400	Pavilion - unplanned repairs & renewals	1,000	1,035	(35)	Fire Safety & shower valves/Extraction fan
		13,085	5,788	7,705	
	<u>Finance & General Purpose</u>				
4300/2	Wardens' materials (mower fuel, spare parts, materials)	680	766	(86)	Fixings for moor play park benches and £220 at Philimores
4300/3	Wardens' equipment	500	319	181	Uniform, repair to billy goat
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,450	1,565	(115)	Signwriting of van £325, Van insurance £638 Van Tax £320.00
4900	Parish Clock - service	200	215	(15)	
4900	Parish Clock - repairs	215		215	
5000/9	Litter picking & warden cover	6,300	1,853	4,208	
7100	Car park workshop - water	205	116	82	
7100	Car park workshop - electricity	2,700	559	1,920	
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 (30/09/23)	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	5,393	467	7,334	
	<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		-	£18621.45 drain work some taken from Asset management reserve
		6,550	5,225	-	1,325	
	Total Maintenance (excluding grounds maintenance contracts)	54,010	21,226	326	32,458	

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

EDGE Code		Budget 2023/24	Actual to date (30/09/23)	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	4,358	623	2,490	
1200	Grass cutting contract - extra cuts x 2	1,200	300		900	
1300	Public Open Space - maintenance (£460 per month)	5,520	3,220	460	1,840	
1300	Public Open Space - additional work (leaf/hedge works etc)	900	360	425	115	
2100	Cemeteries (£405.83 x 12) + £1,000 for extra hedge work in new contract	4,870	2,841	406	1,623	
2100	Cemeteries - extra cuts (£360 x 2)	720	260		460	
3200	Recreation Grounds (£755 per month)	9,060	6,040	755	2,265	
3200	Recreation Grounds - extra cuts (£130 x 2)	260	230		30	
		30,000	17,608	2,668	9,723	

Monthly water situation report: East Anglia

1 Summary – November 2023

Following an exceptionally wet October, early November saw a continuation of wet conditions. The rainfall fell over catchments where the soil was already at field capacity or very close to it. Several gauging stations recorded higher flows in early November in response to Storm Ciaran than they had in response to Storm Babet two weeks earlier, though in general the rainfall totals were lower. The rest of the month transitioned to a colder northerly airflow, but with a few more frontal systems bringing rainfall across East Anglia.

1.1 Rainfall

Storm Ciaran was the most significant meteorological event of the month, although the rainfall totals were much lower than the highest totals recorded during Storm Babet. Totals rainfall on the 1 November and 2 November during Ciaran were generally less than 25 mm and more typically 15 mm. Throughout the rest of the month, frontal systems did not give catchment-wide totals higher than 15 mm during any single event. By the end of the month, however, rainfall accumulations for the month were equal to, or higher than, the long-term average in all catchments across East Anglia.

1.2 Soil moisture deficit and recharge

The exceptionally wet October left the soil at field capacity in most places, with significant standing water and high flows in rivers. With the low evaporation and transpiration rates that prevail in November the soil has remained wet, but drier periods through the month have provided respite from the high flows. Recharge has begun in all boreholes for which data were available in November.

1.3 River flows

Although Storm Ciaran brought lower rainfall totals to East Anglia than had Storm Babet, in catchments across the west and south of the area the flows recorded following the event were higher. There, the antecedent conditions were wetter for the second storm, and that influence outweighed the lower rainfall totals. In the east, the flow response to Storm Ciaran was not as extreme as for Storm Babet, due to the lower rainfall totals. Throughout the rest of the month catchments responded to the further rainfall events. For those rivers with a significant baseflow component, the baseflow continued to rise throughout November.

1.4 Groundwater levels

Groundwater levels are now rising at all wells and boreholes for which we have November dips or telemetered readings. The exceptionally wet October and average or above-average rainfall in November is giving a very healthy recharge season so far, and even average rainfall throughout the rest of the winter is likely to give high groundwater levels going into next spring.

1.5 Reservoir stocks

Reservoir stocks are generally healthy and have good prospects for refilling. In some reservoirs levels have not recovered as much as the flows would indicate that they could have due to water quality and/or operational reasons.

1.6 Forward look

1.6.1 Probabilistic ensemble projections for river flows at key sites

The projections indicate a much-reduced likelihood of low flows, which is not surprising given the early start to the recharge season and the current catchment conditions. As the projections go further into the future the influence of current conditions on the projections reduces.

1.6.2 Probabilistic ensemble projections for groundwater levels in key aquifers

The projections for next spring and summer suggest a reduced probability of low groundwater levels. That is as expected given the current conditions and the early start to the recharge season.

Author: Hydrology team, Hydrology-EAN-and-LNA@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.

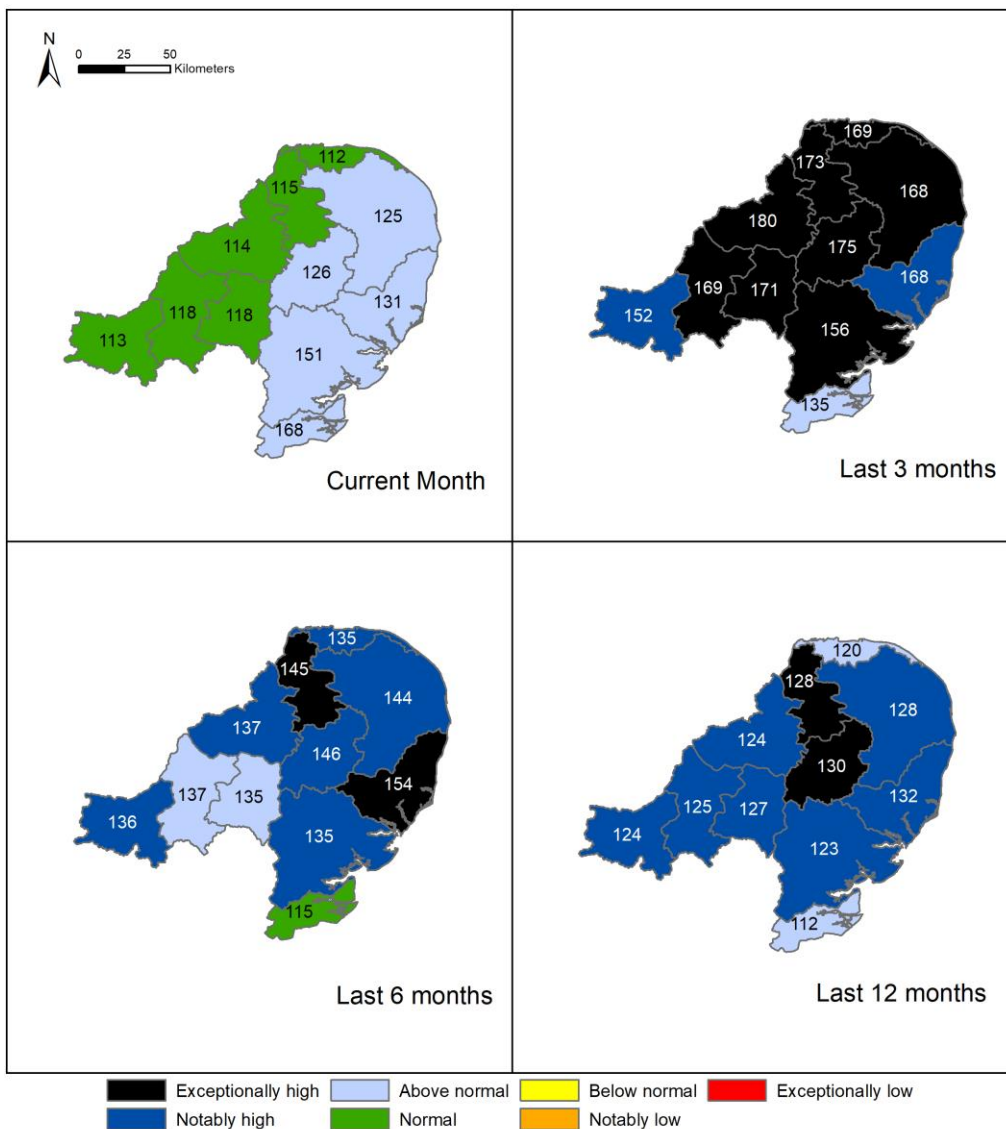
*[SMD]: soil moisture deficits

*[LTA]: long term average

2 Rainfall

2.1 Rainfall map

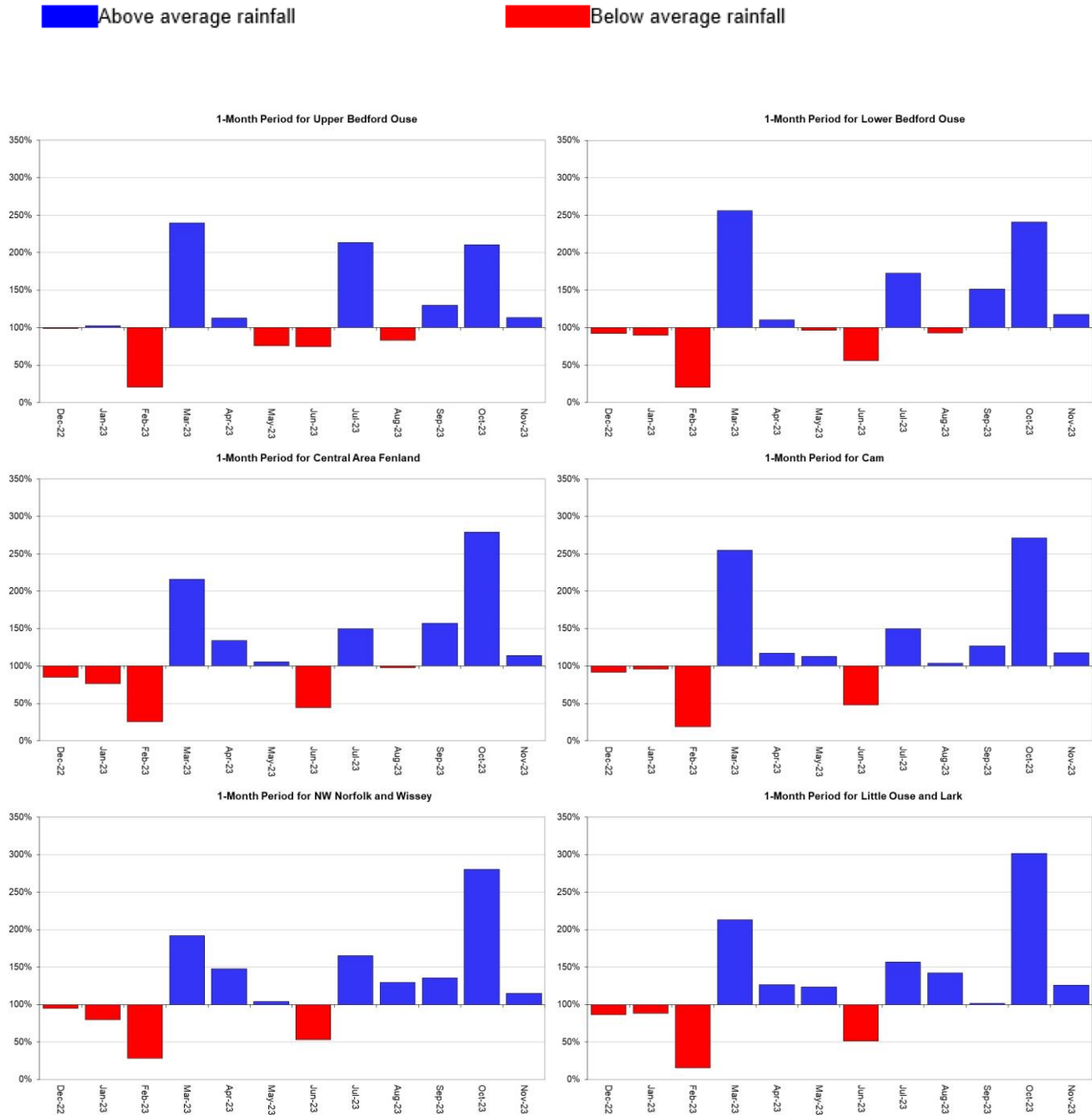
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 3), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals. Table available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

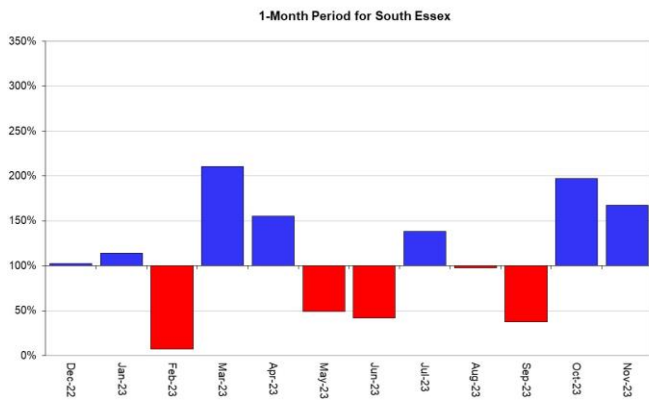
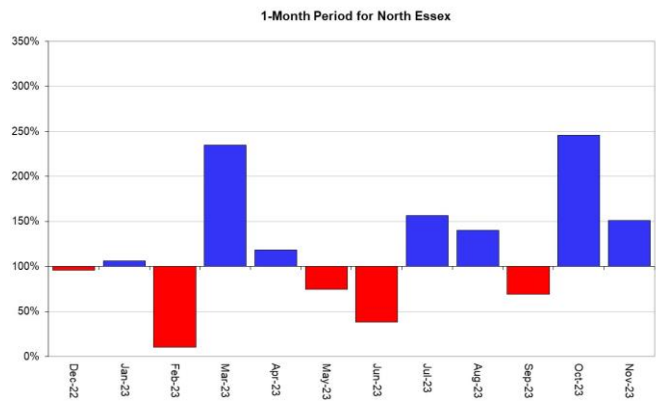
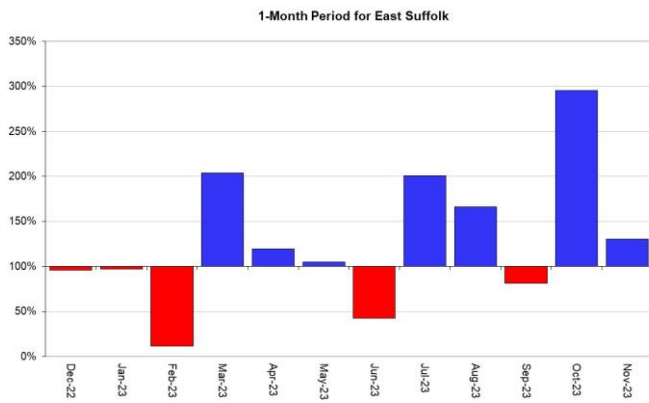
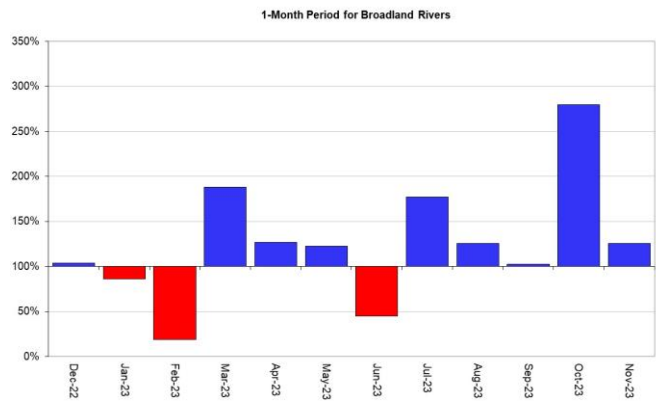
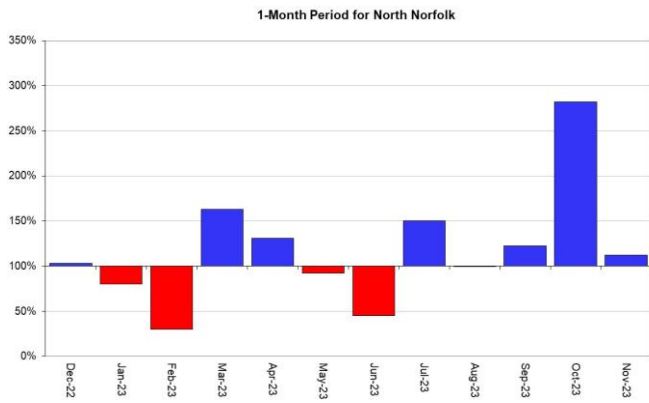


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2023). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved.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

2.2 Rainfall charts

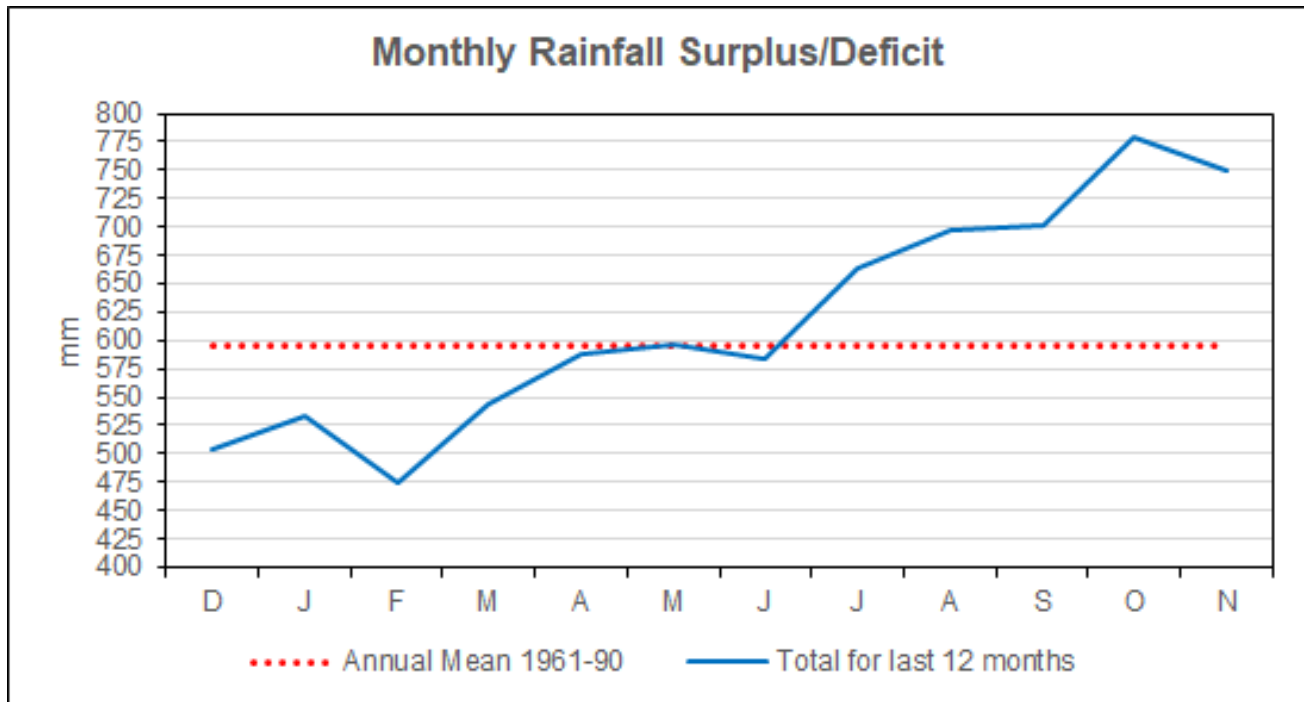
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1961 to 1990 long term average for each region and for England.





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

2.3 Monthly rainfall surplus deficit chart

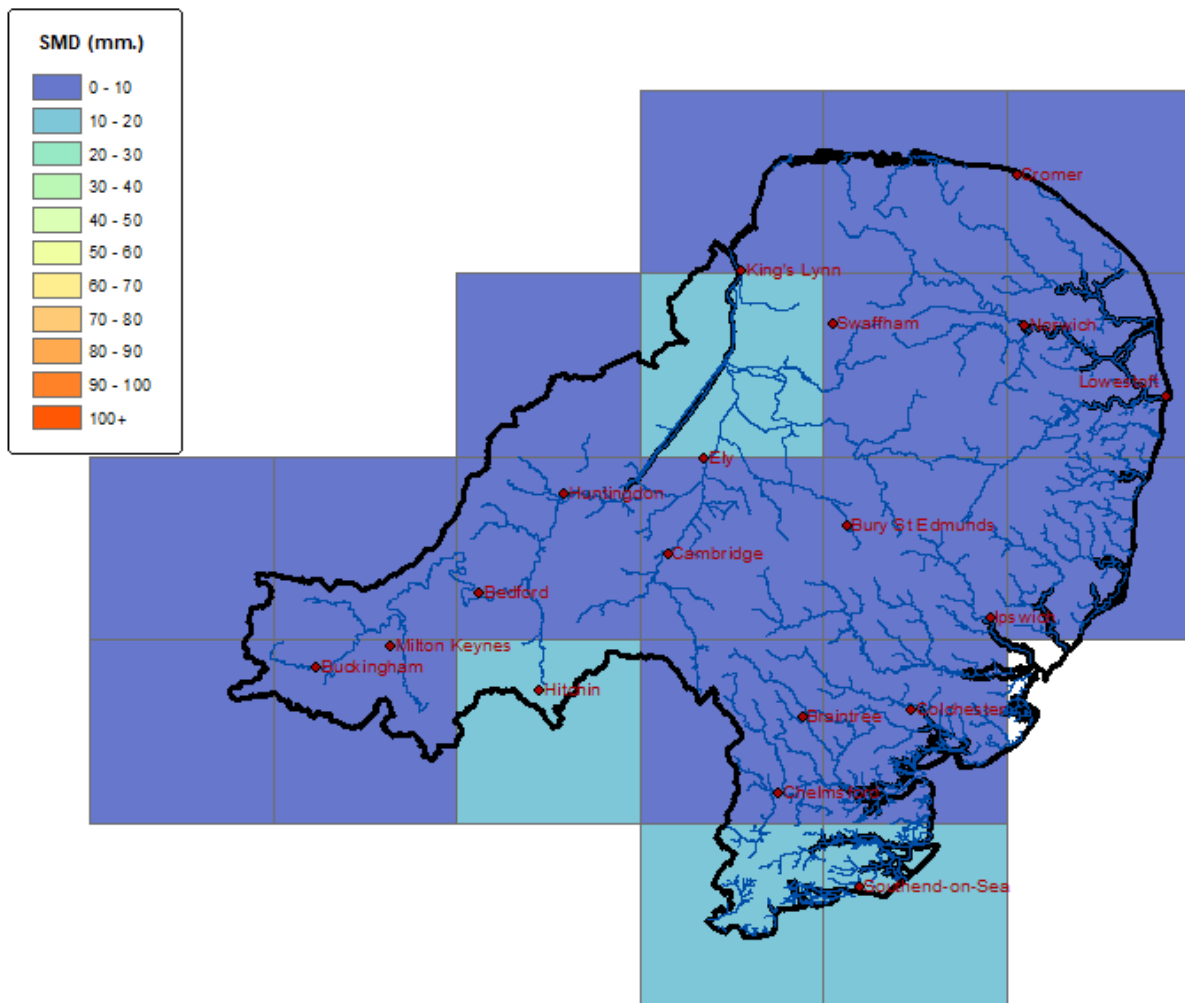


HadUK rainfall data. (Source: Met Office. Crown copyright, 2023).

3 Soil moisture deficit

3.1 Soil moisture deficit map

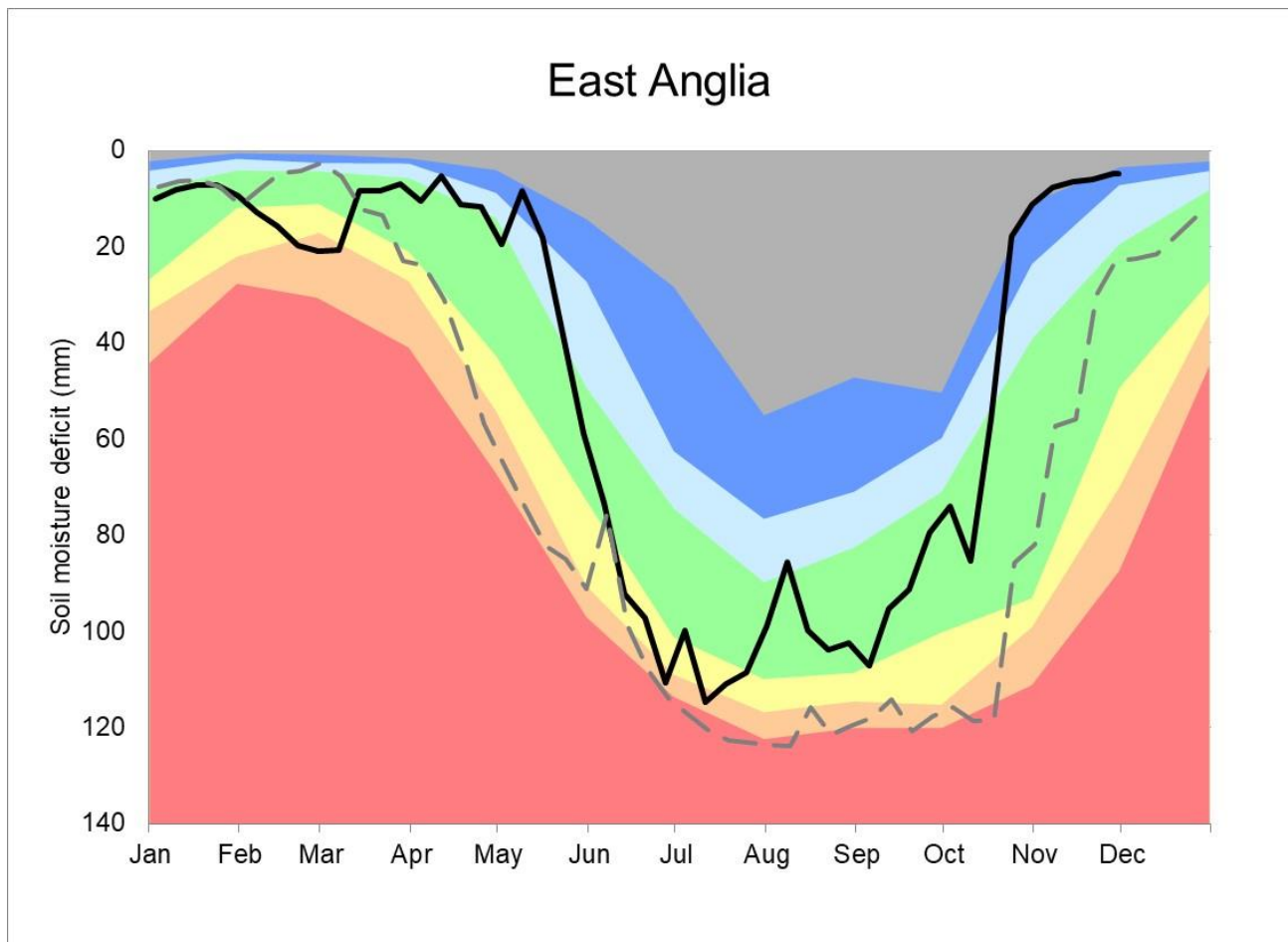
Figure 3.1: Soil moisture deficit values for 30 November 2023. Values based on the weekly MORECS data for real land use.



(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.

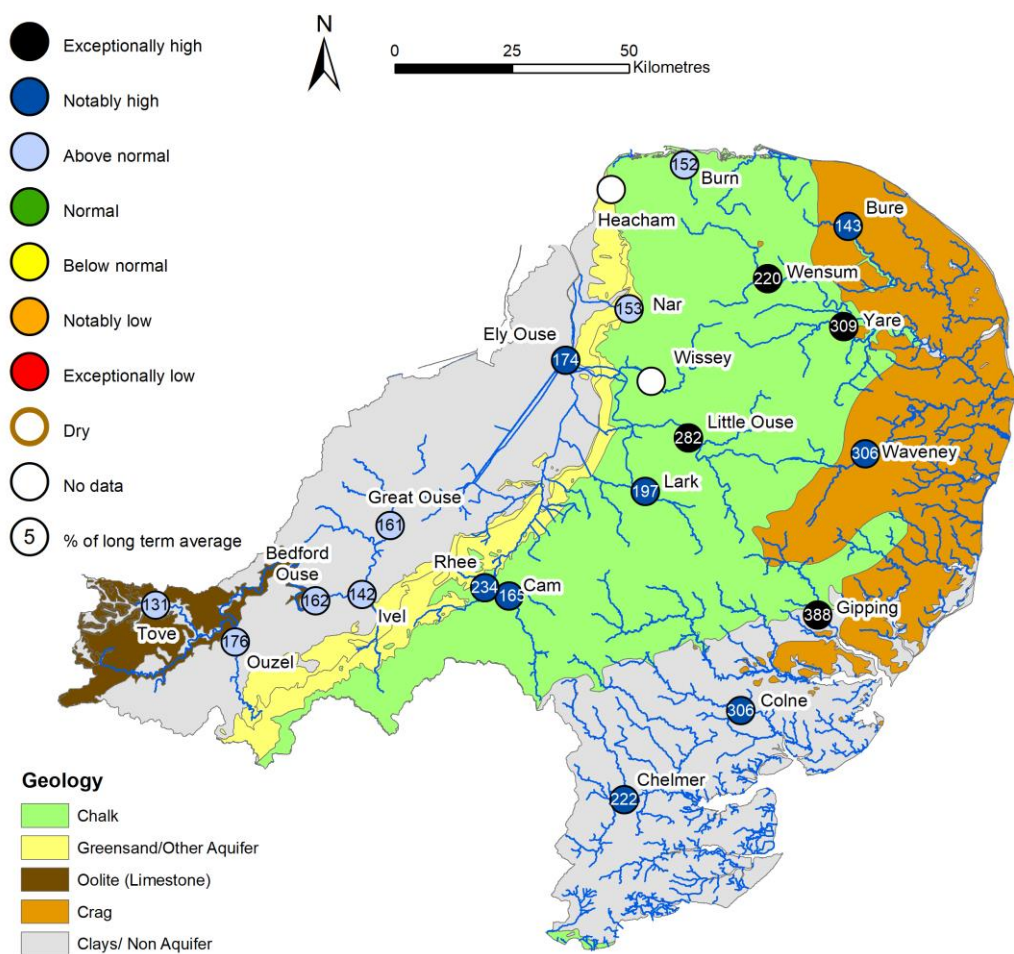


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4 River flows

4.1 River flows map

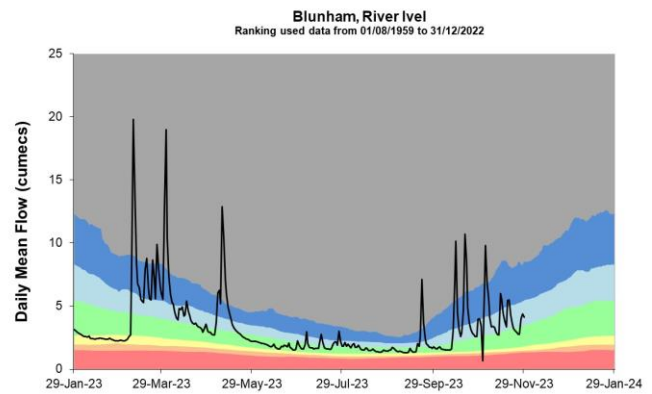
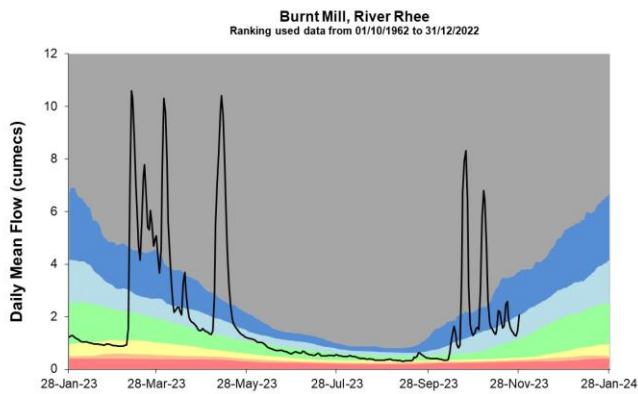
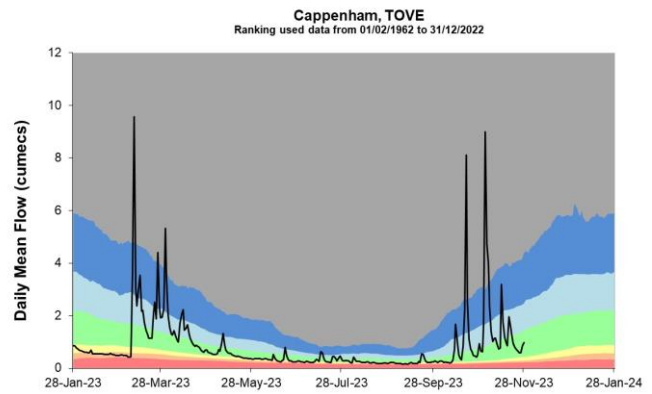
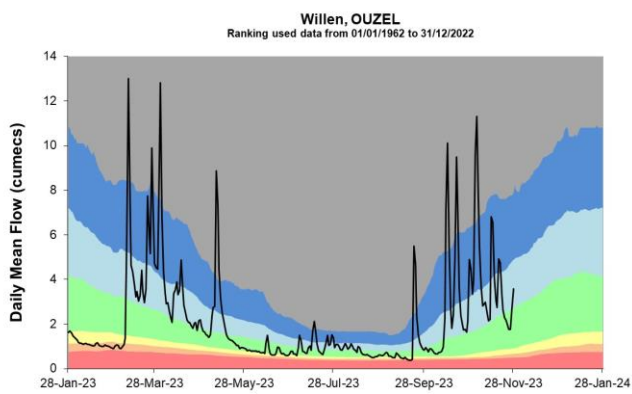
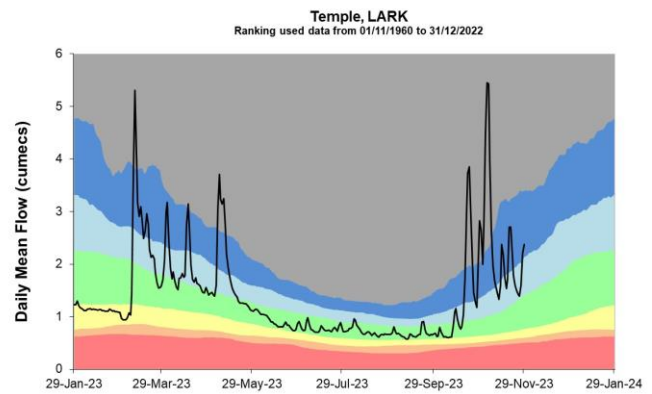
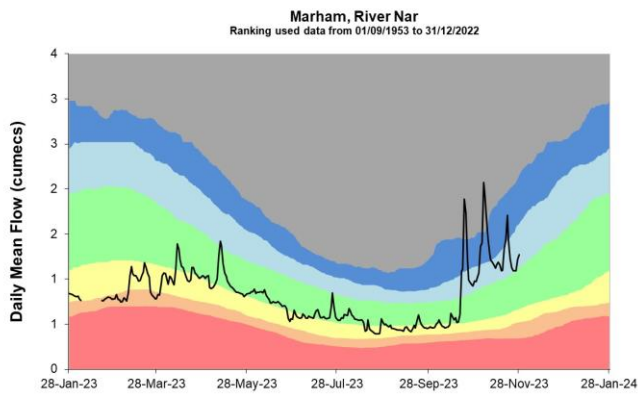
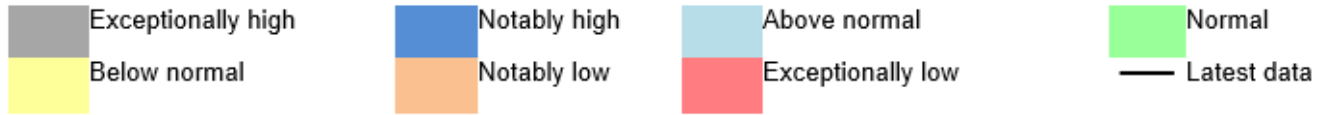
Figure 4.1: Monthly mean river flow for indicator sites for November 2023, expressed as a percentage of the respective long term average and classed relative to an analysis of historic September monthly means Table available in the appendices with detailed information.



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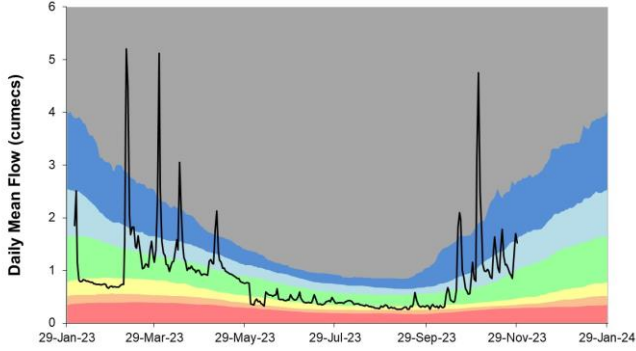
4.2 River flow charts

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.



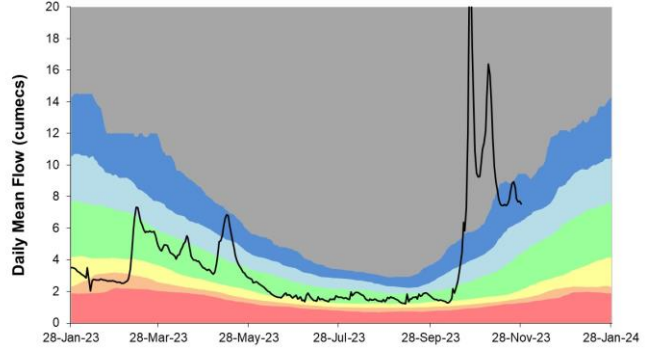
Dernford, CAM

Ranking used data from 21/02/1949 to 23/12/2022



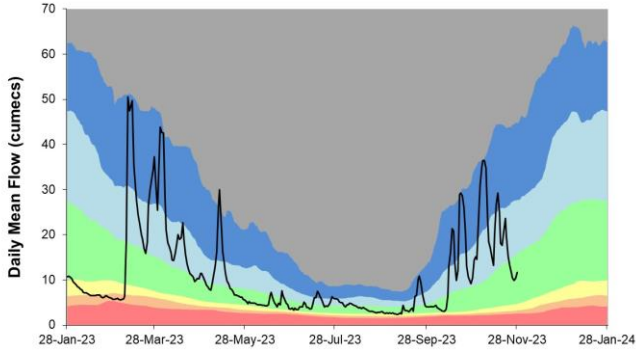
Abbey Heath, LITTLE OUSE

Ranking used data from 01/06/1968 to 31/12/2022



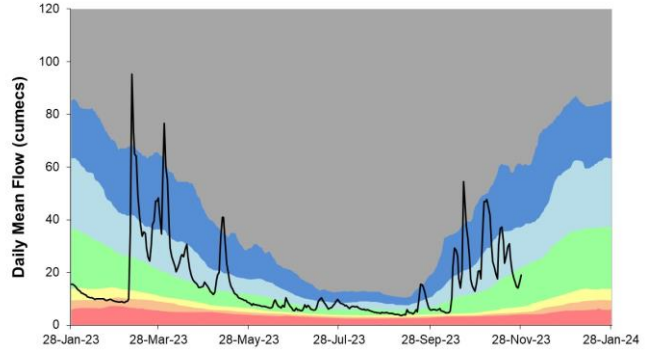
Roxton, GREAT OUSE

Ranking used data from 23/10/1972 to 31/12/2022



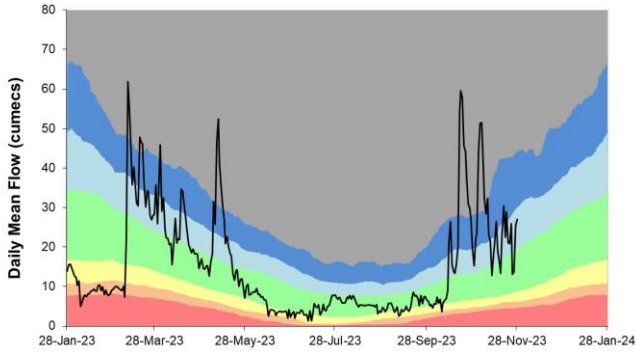
Offord (Gross flows), GREAT OUSE

Ranking used data from 05/03/1970 to 31/12/2022



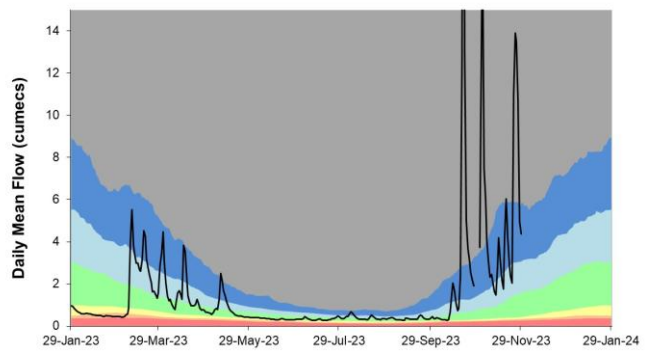
Denver, ELY OUSE

Ranking used data from 01/11/1971 to 31/12/2022



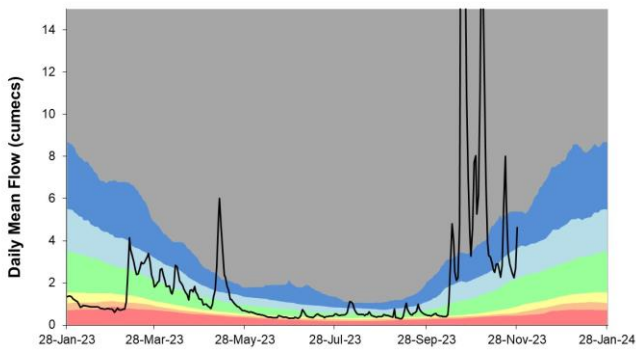
Bramford, Gipping

Ranking used data from 01/01/1970 to 31/12/2022



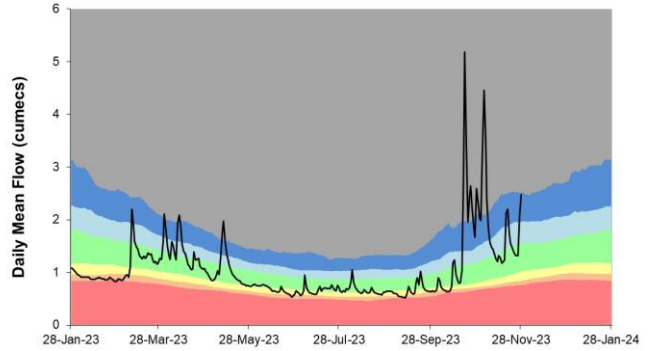
COLNEY, River Yare

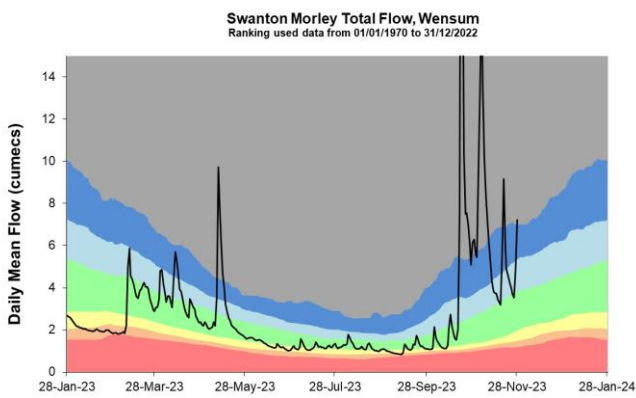
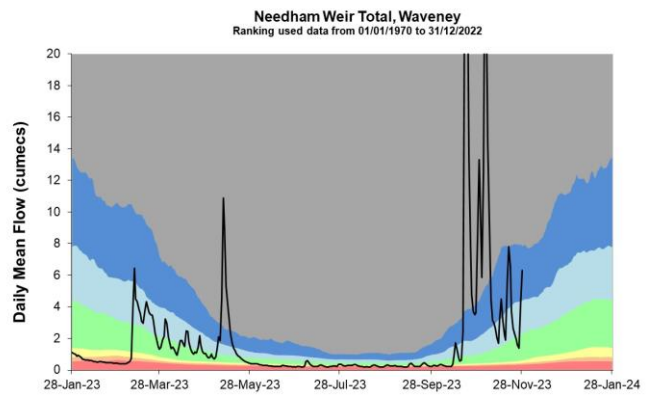
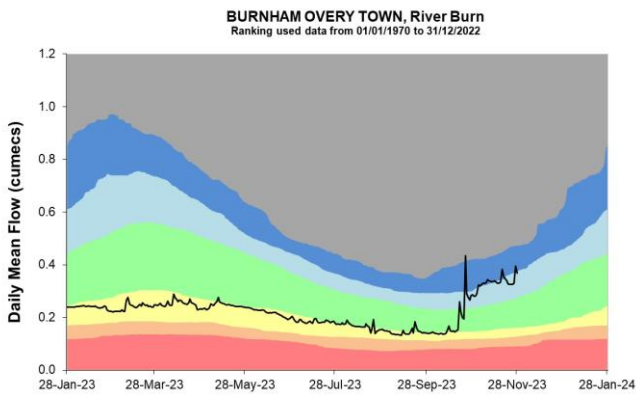
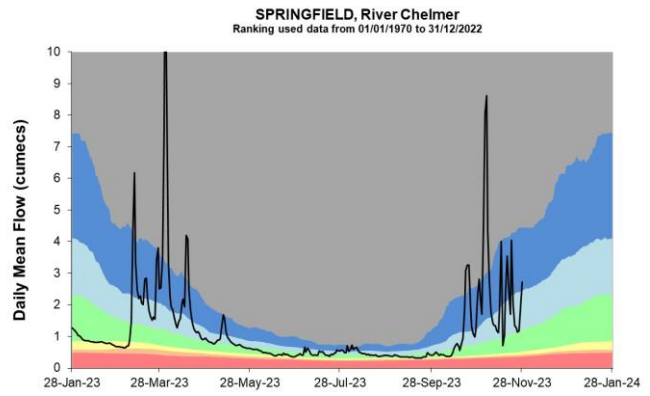
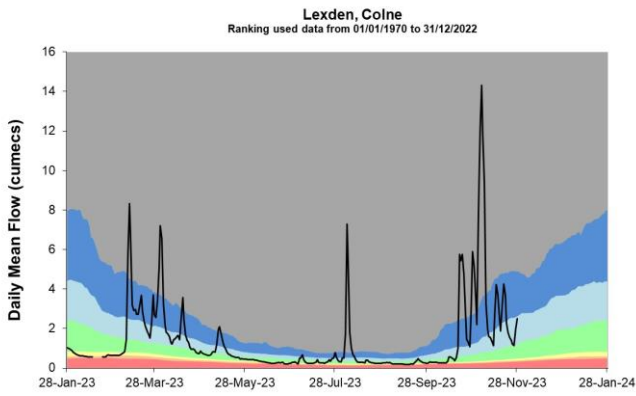
Ranking used data from 01/01/1970 to 31/12/2022



Ingworth, Bure

Ranking used data from 01/01/1970 to 31/12/2022



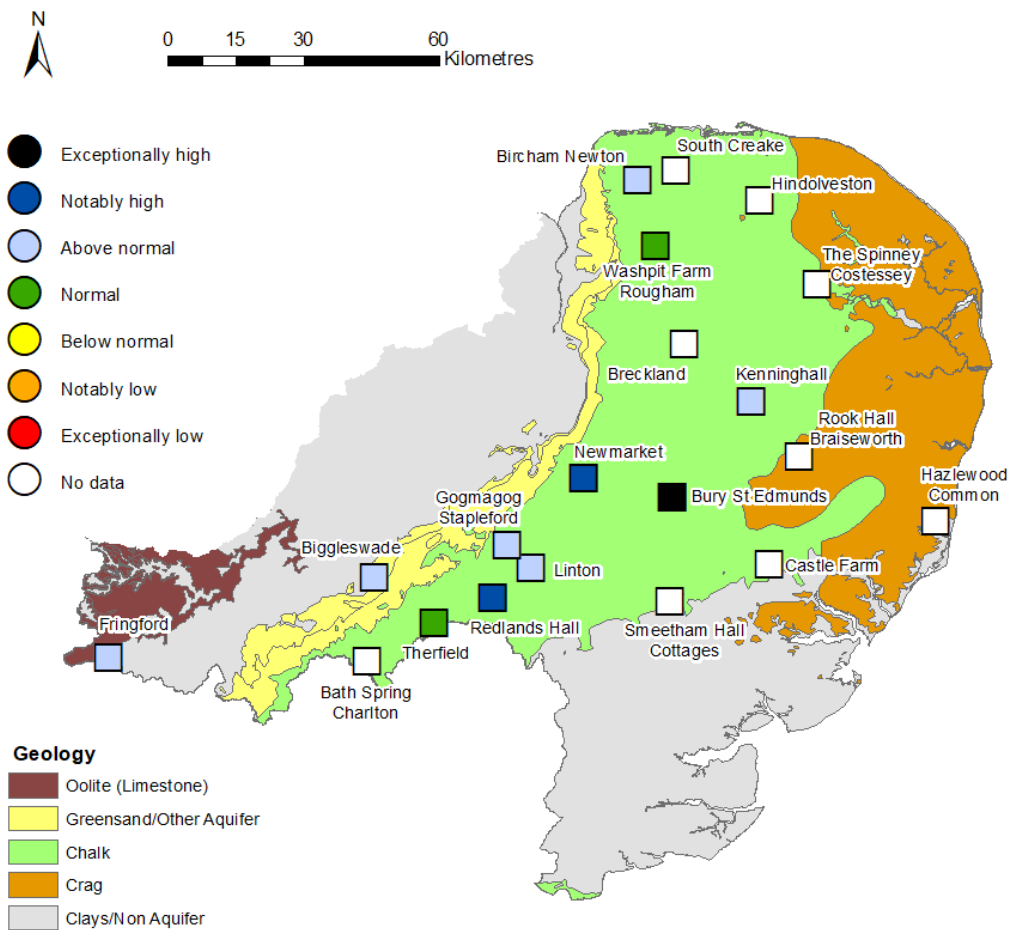


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

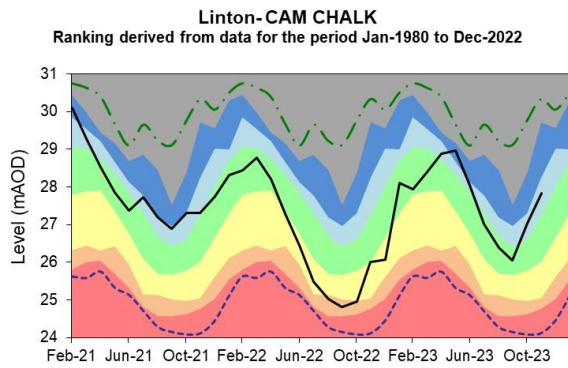
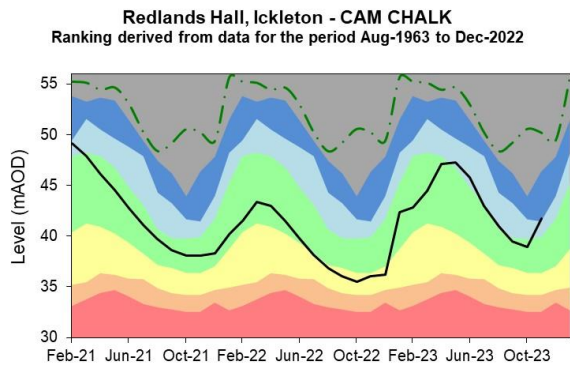
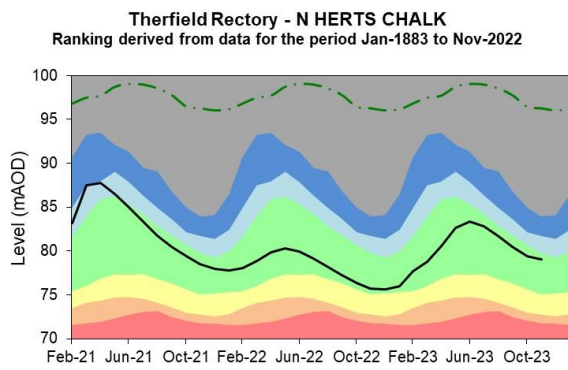
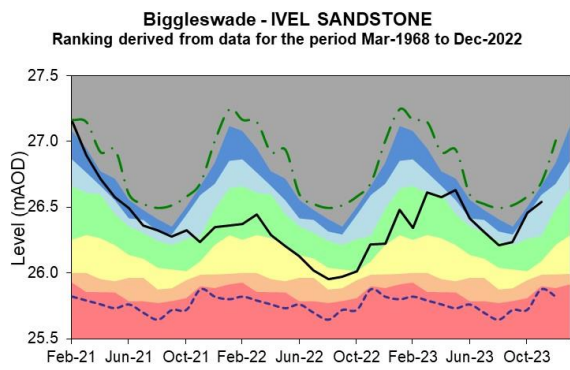
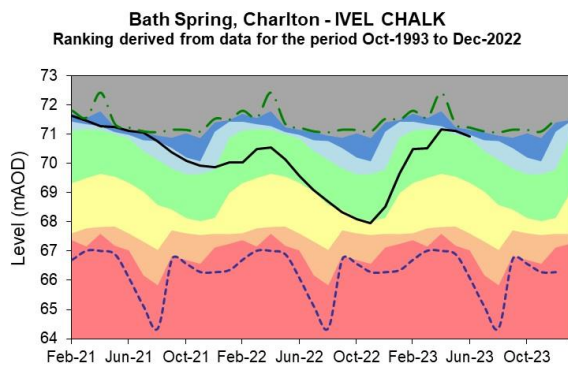
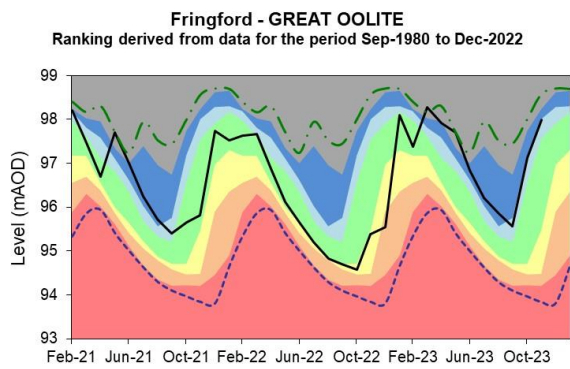
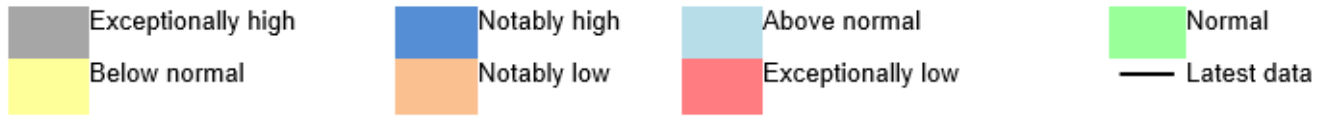
Figure 5.1: Groundwater levels for indicator sites at the end of November 2023, classed relative to an analysis of respective historic September levels. Table available in the appendices with detailed information.



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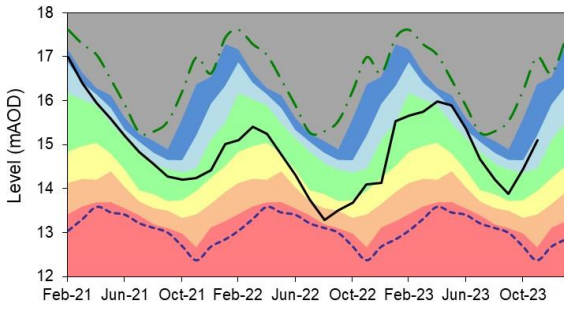
5.2 Groundwater level charts

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.



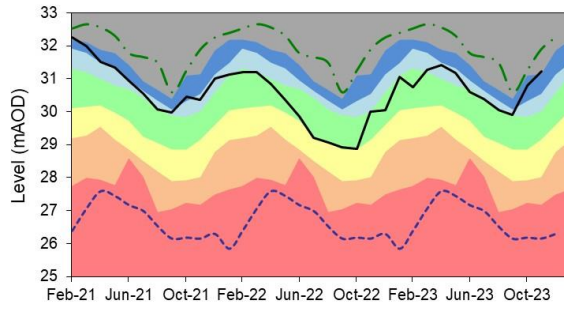
Gog Magog, Stapleford - CAM CHALK

Ranking derived from data for the period Jan-1980 to Dec-2022



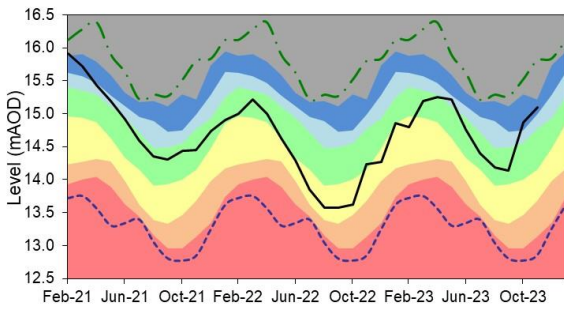
Bury St Edmunds - UPPER LARK CHALK

Ranking derived from data for the period May-1983 to Dec-2022



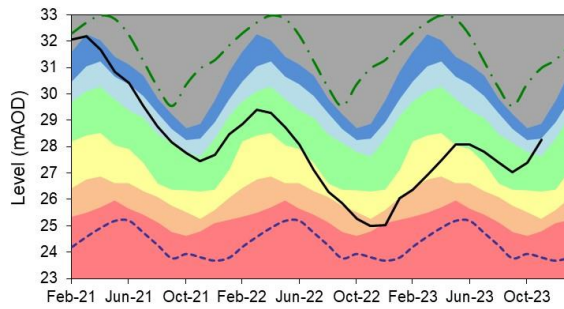
Newmarket - SNAIL CHALK

Ranking derived from data for the period Feb-1983 to Dec-2022



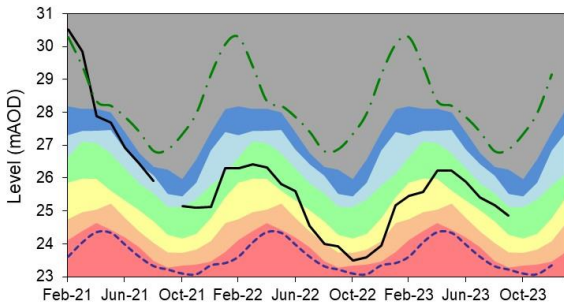
Kenninghall - LITTLE OUSE CHALK

Ranking derived from data for the period Aug-1973 to Dec-2022



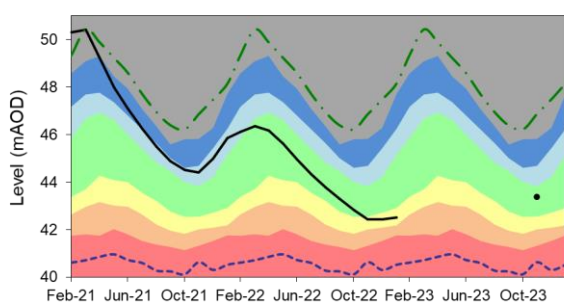
Breckland - WISSEY CHALK

Ranking derived from data for the period Feb-1971 to Nov-2022



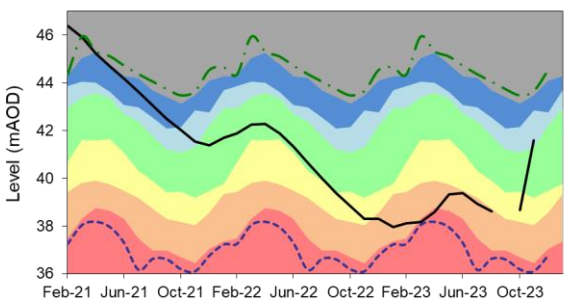
Washpit Farm, Rougham - NW NORFOLK CHALK

Ranking derived from data for the period May-1950 to Dec-2022



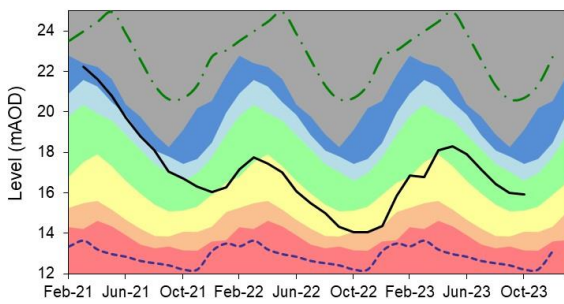
Bircham Newton- NW NORFOLK CHALK

Ranking derived from data for the period Mar-1995 to Nov-2022

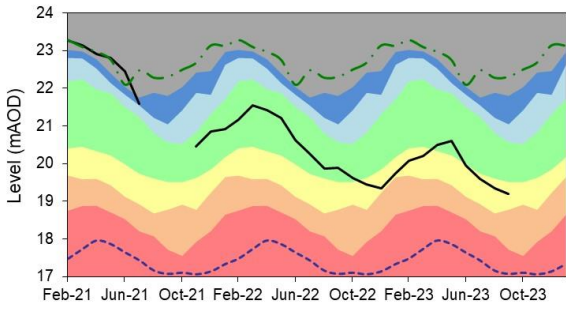


Castle Farm, Offton - MID SUFFOLK CHALK

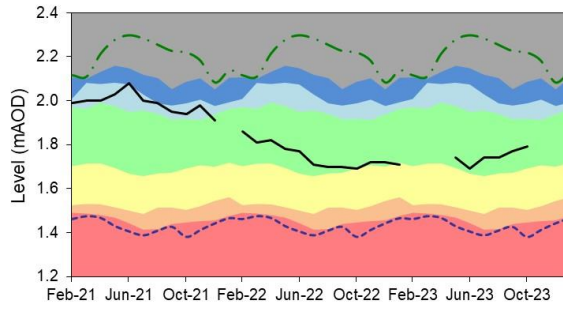
Ranking derived from data for the period Mar-1967 to Nov-2022



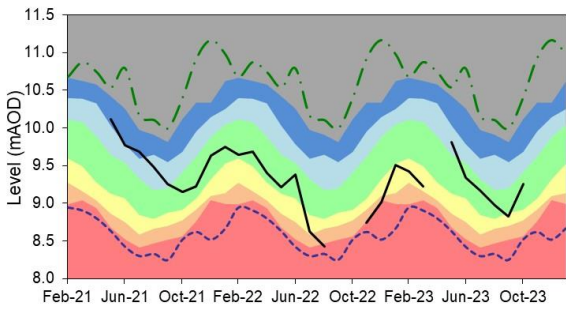
Old Primary School, South Creake, NORFOLK CHALK
 Ranking derived from data for the period Oct-1971 to Aug-2021



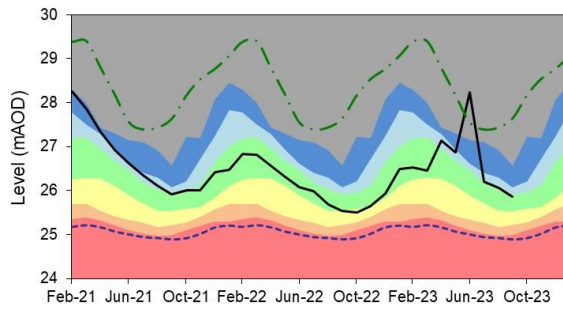
Hazlewood Common - SUFFOLK CRAG
 Ranking derived from data for the period Oct-1988 to Nov-2022



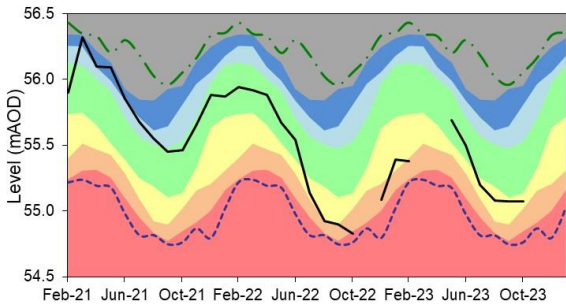
The Spinney, Costessey- WENSUM CHALK
 Ranking derived from data for the period Oct-1971 to Nov-2022



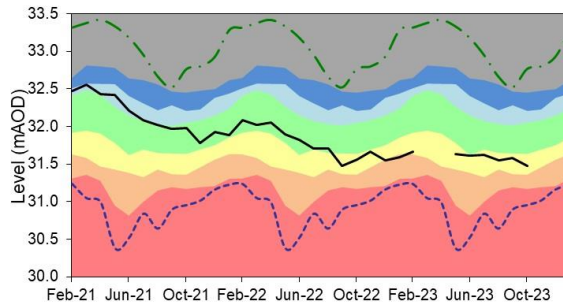
Smeetham Hall Cottages, Bulmer - ESSEX CHALK
 Ranking derived from data for the period Jan-1964 to Jul-2022



Hindolveston - NORFOLK CHALK
 Ranking derived from data for the period Sep-1984 to Nov-2022



Rook Hall, Braiseworth- SUFFOLK CHALK
 Ranking derived from data for the period Jan-1980 to Nov-2022

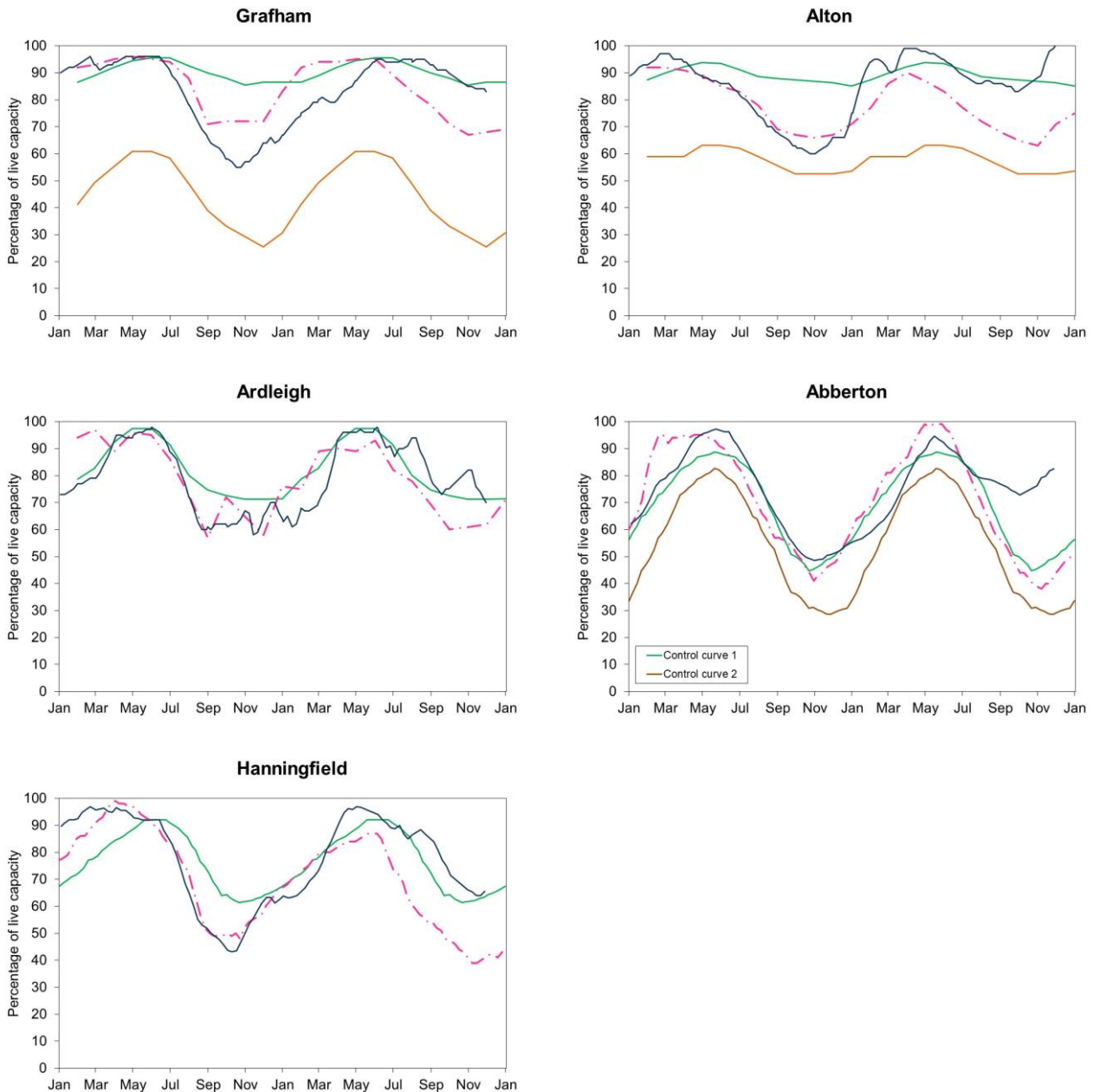


Source: Environment Agency, 2023.

6 Reservoir stocks

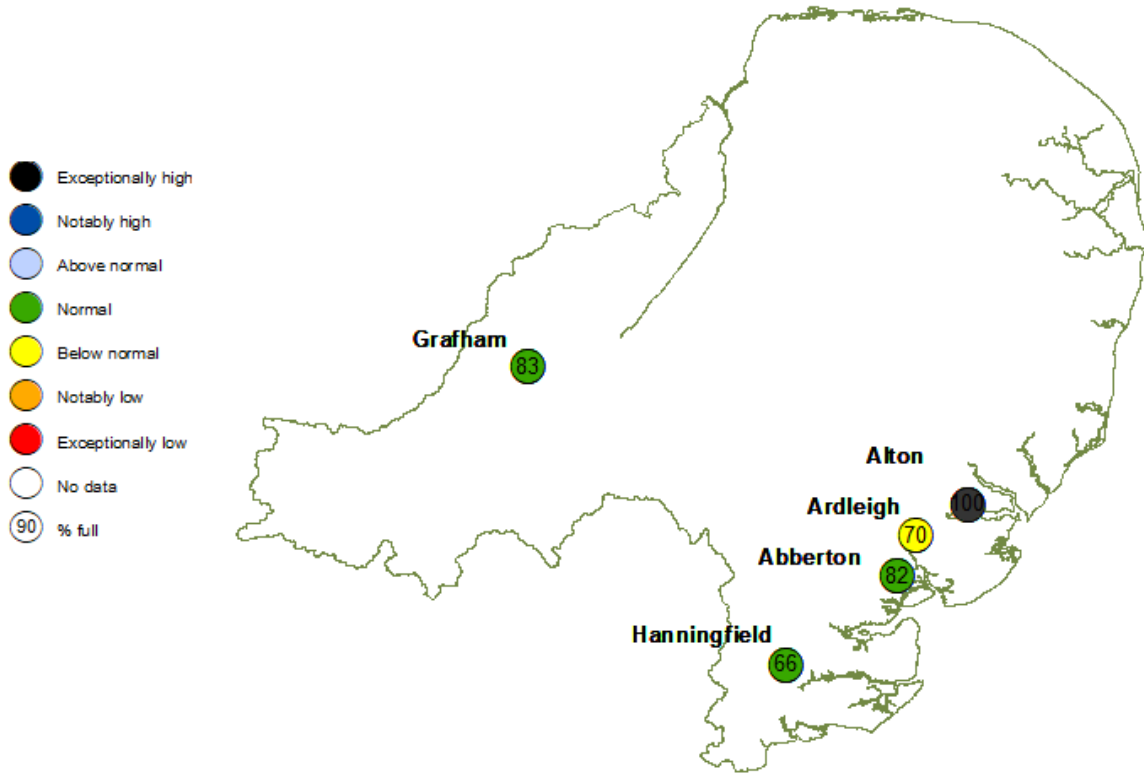
Figure 6.1: End of month regional reservoir stocks compared to the normal operating curve, drought curve and dry 1995-1996 stocks. Note: Historic records of individual reservoirs and reservoir groups making up the regional values vary in length.

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



(Source: water companies).

6.1 Reservoir stocks map

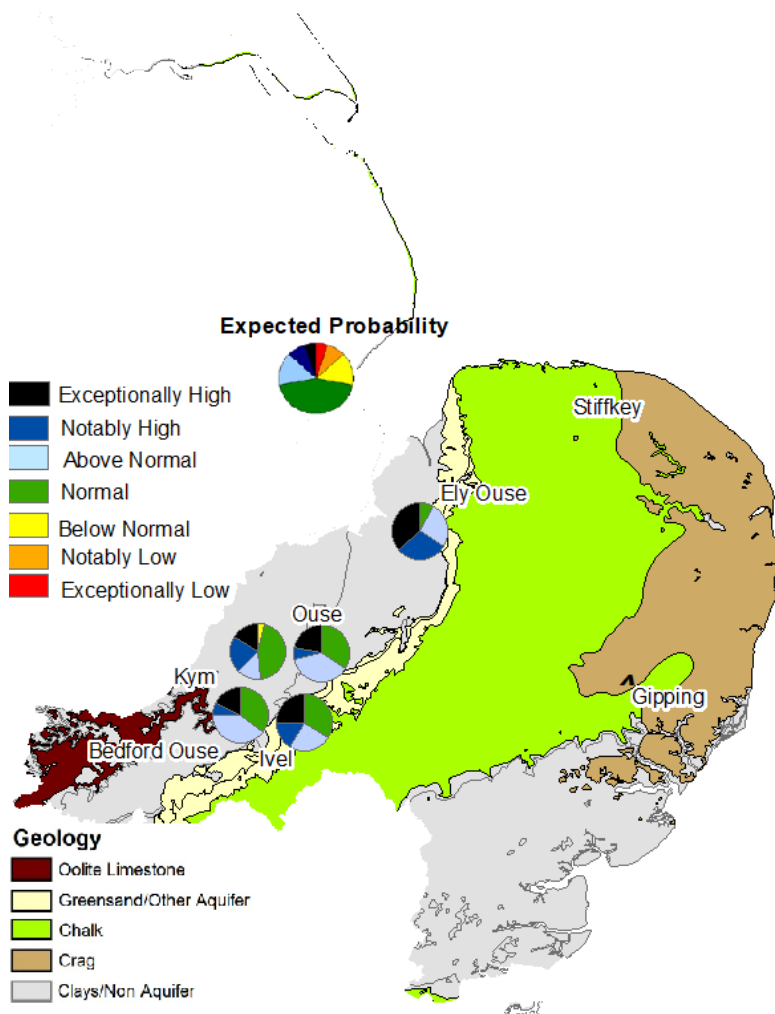


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7 Forward look

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

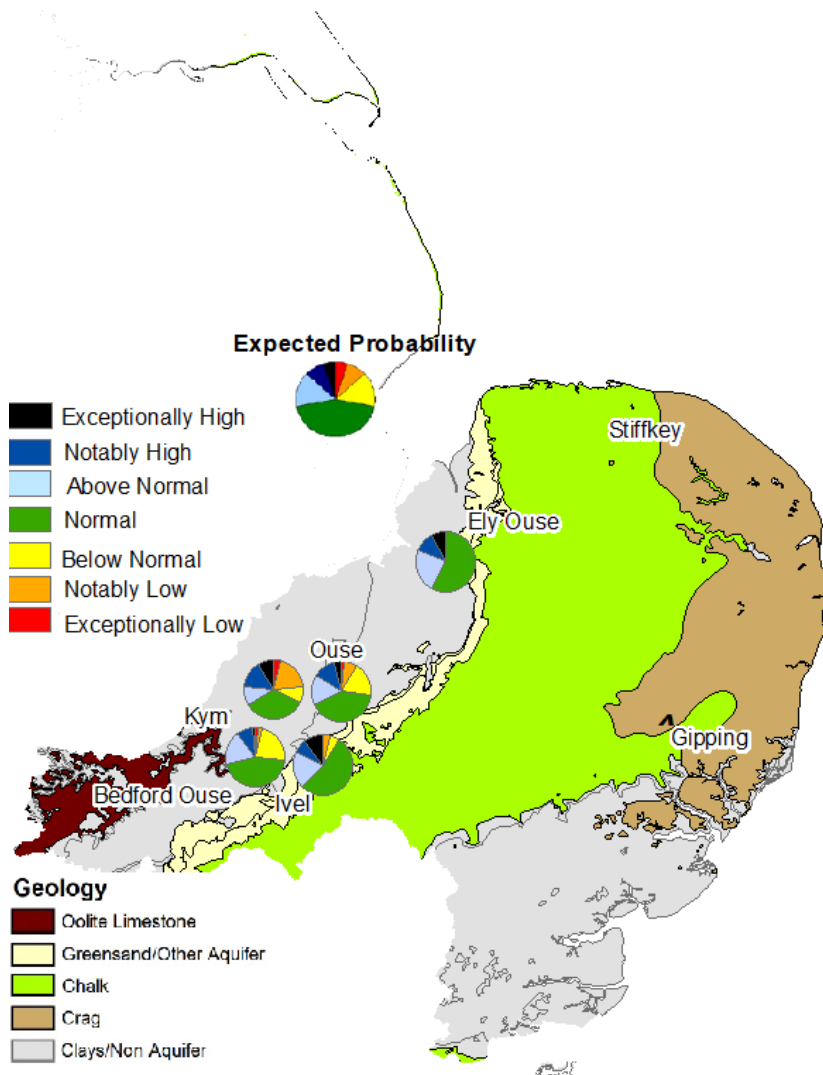
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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 March 2024

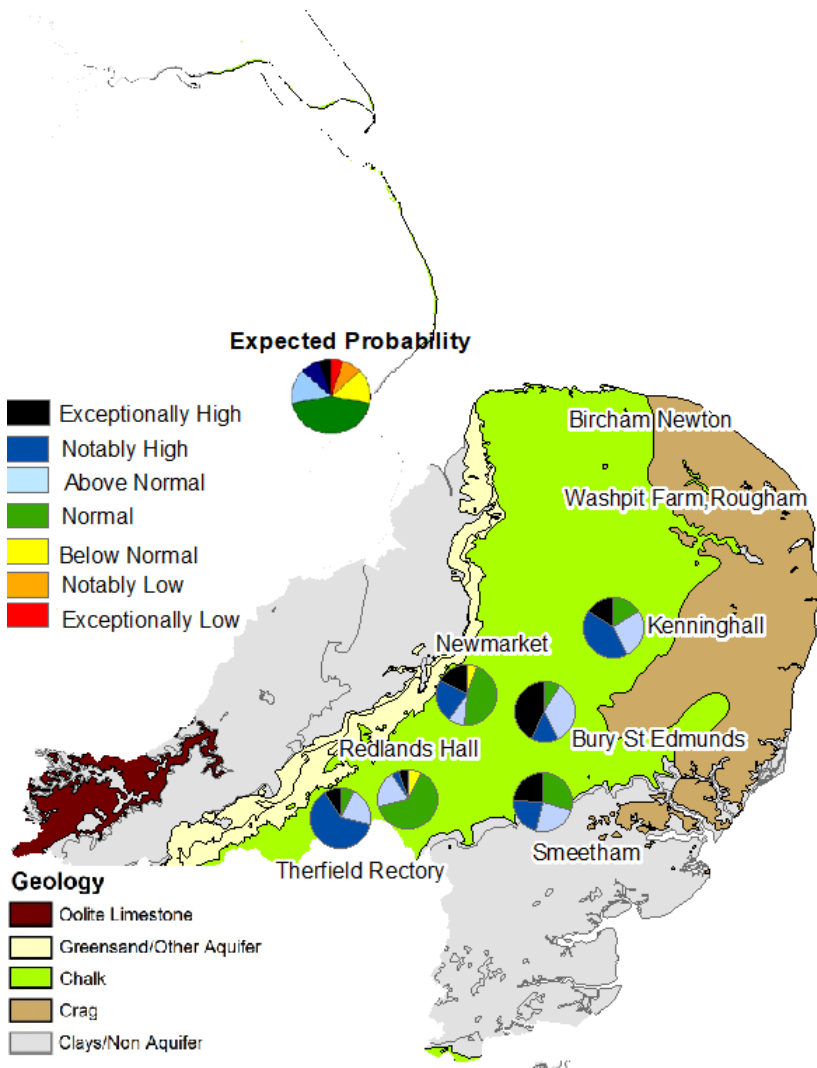
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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 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 March 2024

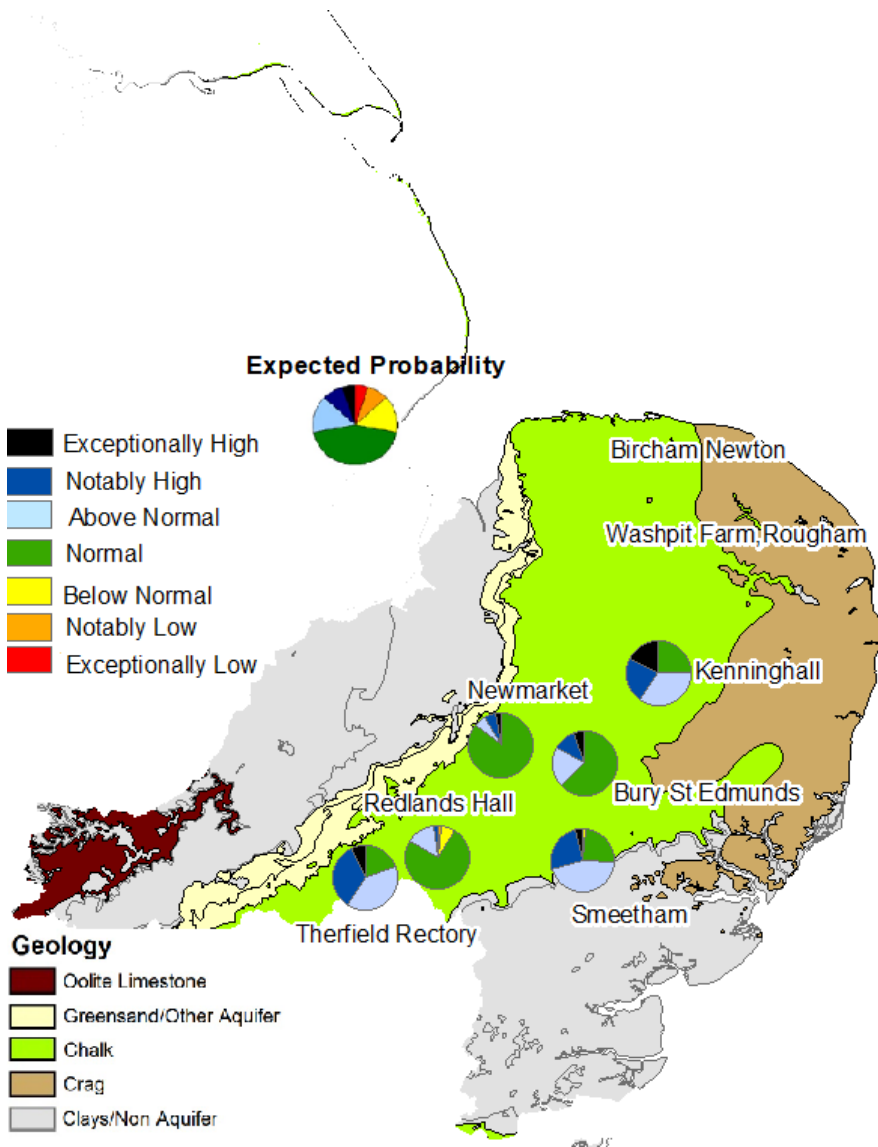
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those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

7.4 Probabilistic ensemble projection of groundwater levels at key sites in September 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)
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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	Nov 2023 rainfall % of long term average 1961 to 1990	Nov 2023 band	Sep 2023 to November cumulative band	Jun 2023 to November cumulative band	Dec 2022 to November cumulative band
Broadland Rivers	125	Above Normal	Exceptionally high	Notably high	Notably high
Cam	118	Normal	Exceptionally high	Above normal	Notably high
Central Area Fenland	114	Normal	Exceptionally high	Notably high	Notably high
East Suffolk	131	Above Normal	Notably high	Exceptionally high	Notably high
Little Ouse And Lark	126	Above Normal	Exceptionally high	Notably high	Exceptionally high
Lower Bedford Ouse	118	Normal	Exceptionally high	Above normal	Notably high
North Essex	151	Above Normal	Exceptionally high	Notably high	Notably high
North Norfolk	112	Normal	Exceptionally high	Notably high	Above normal
Nw Norfolk And Wissey	115	Normal	Exceptionally high	Exceptionally high	Exceptionally high

South Essex	168	Above Normal	Above normal	Normal	Above normal
Upper Bedford Ouse	113	Normal	Notably high	Notably high	Notably high

9.2 River flows table

Site name	River	Catchment	Nov 2023 band	Oct 2023 band
Abbey Heath	Little Ouse	Little Ouse	Exceptionally high	Exceptionally high
Blunham	Ivel	Ivel	Above normal	Notably low
Bramford	Gipping	Gipping	Exceptionally high	Notably high
Burnham Overy	Burn	Burn	Above normal	Normal
Burnt Mill	Rhee	Rhee	Notably high	Notably high
Cappenham	Tove	Tove	Above normal	Normal
Colney	Yare	Yare	Exceptionally high	Exceptionally high
Denver	Ely Ouse	Cutoff and Renew Channel	Notably high	Notably high
Dernford	Cam	Cam	Notably high	Above normal
Heacham	Heacham	Heacham		
Ingworth	Bure	Bure	Notably high	Notably high
Lexden	Colne	Colne Essex	Notably high	Notably high
Marham	Nar	Nar	Above normal	Normal

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

9.3 Groundwater table

Site name	Aquifer	End of Nov 2023 band	End of Oct 2023 band
Biggleswade	Ivel Woburn Sands	Above normal	Notably high
Bircham Newton	North West Norfolk Chalk		Below normal
Breckland	Wissey Chalk		
Bury St Edmunds	Upper Lark Chalk	Exceptionally high	Notably high
Castle Farm, Offton	East Suffolk Chalk		Normal
Gog Magog, Stapleford	Cam Chalk	Above normal	Above normal
Hazlewood Common	East Suffolk Crag		Normal
Hindolveston	Norfolk Chalk		Below normal
Kenninghall	Little Ouse Chalk	Above normal	Normal
Linton	Cam Chalk	Above normal	Above normal
Newmarket	Snail Chalk	Notably high	Notably high
Old Primary School, South Creake	North Norfolk Chalk		

Redlands Hall, Ickleton	Cam Chalk	Notably high	Normal
Rook Hall, Braiseworth	East Suffolk Chalk		Below normal
Smeetham Hall Cottages, Bulmer	North Essex Chalk		
The Spinney, Costessey	Wensum Chalk		Normal
Washpit Farm, Rougham	North West Norfolk Chalk		
Therfield Rectory	Upper Lee Chalk	Normal	Normal
Fringford P.s.	Upper Bedford Ouse Oolitic Limestone (great)	Above normal	Above normal

9.4 Ensemble projections tables

9.4.1 Probabilistic ensemble projection of river flows at key sites in December 2023

Percentage of pie chart for each band

Site	Bedford Ouse	Kym	Ivel	Ouse	Ely Ouse
Exceptionally low	0.0	0.0	0.0	0.0	0.0
Notably low	0.0	0.0	0.0	0.0	0.0
Below normal	0.0	1.8	0.0	0.0	1.8
Normal	2.6	53.6	30.4	37.5	37.5
Above normal	28.9	8.9	23.2	33.9	41.1
Notably high	34.2	19.6	19.6	16.1	8.9
Exceptionally high	34.2	16.1	26.8	12.5	10.7

9.4.2 Probabilistic ensemble projection of river flows at key sites in March 2024

Percentage of pie chart for each band

Site	Bedford Ouse	Kym	Ivel	Ouse	Ely Ouse
Exceptionally low	0.0	3.6	0.0	0.0	0.0
Notably low	0.0	19.6	1.8	3.6	0.0
Below normal	2.6	5.4	7.1	21.4	1.8
Normal	57.9	37.5	53.6	46.4	37.5
Above normal	18.4	10.7	21.4	17.9	41.1
Notably high	13.2	14.3	5.4	8.9	8.9
Exceptionally high	7.9	8.9	10.7	1.8	10.7

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

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Washpit Farm	Kenninghall	Bury St Edmunds	Smeetham
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	0.0	0.0
Below normal	0.0	1.8	2.9	87.5	0.0	0.0	0.0
Normal	7.1	63.6	25.7	12.5	2.2	0.0	11.1
Above normal	21.4	25.5	28.6	0.0	22.2	34.3	18.5
Notably high	62.5	1.8	14.3	0.0	51.1	22.9	40.7
Exceptionally high	8.9	7.3	28.6	0.0	24.4	42.9	29.6

9.4.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2024

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Washpit Farm	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Notably low	0.0	0.0	0.0	12.5	0.0	0.0	0.0
Below normal	0.0	7.3	0.0	12.5	0.0	0.0	0.0
Normal	19.6	72.7	86.1	59.4	24.4	60.0	14.8
Above normal	39.3	18.2	5.6	3.1	33.3	20.0	46.3
Notably high	33.9	1.8	5.6	9.4	17.8	11.4	33.3
Exceptionally high	7.1	0.0	2.8	3.1	24.4	8.6	5.6



ARGENTA

T R E E S U R V E Y S

TREE HEALTH & SAFETY SURVEY & ARBORICULTURAL REPORT

Sites at:
**Several locations
Parish of Melbourn**

Job ref	Report Version	Author	Checked	Date
ATS0588	V1	IL	IL	October 2023





Ian Lorman

Relevant Qualifications

Professional Diploma in Arboriculture (Royal Forestry Society)

National Diploma in Arboriculture

National Certificate in Horticulture (Arboriculture Module)

Professional Membership

I have been a Fellow Member of the Arboricultural Association since 2013

Membership number FE1030



Experience

My career started in 1991 from craft level in arboriculture, to student, and then working in closely related industries to working as an Arboricultural / Trees Officer in five different local authorities. I have been practicing arboricultural consultancy for several years.



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Included with this report

Tree location plan inset key map

Inset tree location plans x 7 for each area covered

Tree survey schedules



1 Limitations

1.1 The content of this report is valid for a period of between one and three years from the date shown on the title page.

i. Trees in Zone 1: Two years (**red** on plans)

ii. Trees in Zone 2: Four years (**amber / orange** on plans)

iii. Trees in Zone 3: Six years (**green** on plans)

- Note: Trees are living organisms whose health and condition can change rapidly. Condition and health and safety should be checked on a regular basis and after an extreme weather event.

1.2 Trees

1.2.1 The tree survey has been undertaken from ground level using non-invasive methods. The presence of obstructions, Ivy, hedges, epicormic shoots or other climbing plants on tree trunks and branches obscures any defects that might be present that could otherwise be identified. In the presence of climbing plants and hedges etc assumptions are made based upon the general health and appearance of trees, which may differ fundamentally if ivy etc were not present. For example, a tree that has the overall appearance of good health and vigour may have a serious structural defect hidden by climbing plants or a hedge. Where Ivy severance / removal is recommended, this is usually to facilitate a tree inspection at a later date.

1.3 Tree Law

1.3.1 This report does not consider the presence of, or implications of statutory controls upon trees, such as Tree Preservation Orders (TPO) or Conservation Areas. It shall be the responsibility of the landowner or their agent, to ensure that statutory requirements are met. At the time of writing, South Cambridgeshire District Council's online mapping service provides details of TPOs and Conservation Areas.

1.4 Wildlife

1.4.1 Before carrying out tree works, it is necessary to observe laws in respect of protected species and habitats. Various habitats and species of animal in the UK are protected by the following Statutory Instruments:



- Wildlife and Countryside Act 1981(as amended)
- Natural Environment and Rural Communities Act 2006 (NERC Act)
- Conservation of Habitats and Species Regulations 2010 (as amended)
- Protection of Badgers Act 1992
- The Hedgerows Regulations 1997
- Countryside and Rights of Way Act 2000

All tree work operations must comply with The Wildlife and Countryside Act 1981 as amended by the Countryside and Rights of Way Act 2000, which provide statutory protection to birds, bats, and other species, all of which could inhabit trees. Where works may constitute an offence, advice will be acquired from a suitably qualified person before works are able to proceed. For example, it may be necessary to programme tree work outside of the bird nesting period, typically March through to August inclusive.

1.5 Non-disclosure Notice

- 1.5.1 The content and layout of this report are owned by the author. This report may not be copied or used without the author's agreement for any purpose other than the purpose indicated in this report.

1.6 Third Party Disclaimer

- 1.6.1 The report was prepared by the author at the instruction of and for the use by Melbourn Parish Council. The author provides this advice without prejudice and bases his opinions on knowledge, experience, qualifications, and published research and cannot be held responsible for the consequences of a difference of opinion held by third parties, for example the Local Planning Authority or Planning Inspector. The author does not accept liability for any loss or damage arising from reliance on the content of this report.



1.7 Status

- 1.7.1 This is a tree safety report. It has been prepared in compliance with a landowner's duty of care obligations in regard to the health and safety of the public and property such that may be presented by the partial or whole structural FAILURE of a tree or trees. The report makes recommendations for tree surgery works to address defects identified during the tree survey. The tree surgery works are given a priority weighting.
- 1.7.2 This document does not;
- i. address the matter of the current or future potential for damage to buildings or other structures and surfaces from tree roots, directly or indirectly,
 - ii. address any hazards presented by low-hanging tree branches that have the potential to cause injury to pedestrians (e.g. eye injury) or damage to vehicles.



2 Brief

- 2.1 This report was requested by Melbourn Parish Council on 14th December 2022. The tree survey was conducted across all seven sites on 11th October 2023. I am instructed to undertake a health & safety tree survey at several sites across the Parish to identify structural defects in trees and to make recommendations for tree surgery operations to eliminate a risk, or mitigate a risk to an acceptable level, proportionate to the nature and the location of the trees. Trees have been plotted on an Ordnance Survey base map using Geographical Positioning System (GPS) to a level of accuracy that is sufficient to identify the location of the trees, typically +/- 2 metres.
- 2.2 All sites previously surveyed separately in 2019 and 2021 respectively have now been amalgamated into this single report. This makes matters simpler for all concerned, and brings the full tree survey up to date.



3 Summary of Findings and Recommendations

- 3.1 The trees are located at seven sites across the Parish and their locations are shown on seven separate maps.
- 3.2 Overall, the health and condition of trees is good. Urgent works (priority 1) are required to two trees. In total 15 trees have been identified for remedial safety works (including the two priority 1 trees).

- Below: Table – Summary of tree surgery recommendations

Tree number	Map number	Species	Site	Tree surgery	Priority
1	INSET 1	Ash	Cambridge Road	Sever Ivy	3
2	INSET 1	Ash	Cambridge Road	Sever Ivy	3
4	INSET 1	Ash	Cambridge Road	Remove major dead wood	2
5	INSET 1	Ash	Cambridge Road	Sever Ivy	3
11	INSET 2	Birch	Moor Road Play Area	Sever Ivy	3
12	INSET 2	Birch	Moor Road Play Area	Sever Ivy	3
23	INSET 3	Willow	Rec Ground	Re-pollard	2



24	INSET 3	Willow	Rec Ground	Re-pollard	2
25	INSET 3	Willow	Rec Ground	Re-pollard	1
26	INSET 3	Willow	Rec Ground	Re-pollard	2
32	INSET 4	Horse Chestnut	All Saints Churchyard	Sever Ivy	3
49	INSET 4	Cypress (dead)	All Saints Churchyard	Fell	1
13	INSET 6	Cypress	Orchard Road Cemetery	Sever Ivy	3
16	INSET 6	Birch	Orchard Road Cemetery	Sever Ivy	3
40	INSET 6	Sycamore	Orchard Road Cemetery	Sever Ivy	3

3.3 Recommendations for cyclical expert re-inspection after this initial survey will not require that all the trees be re-inspected unless it is time to look at them again. For example, 2 years after the date of this report it may only be necessary to inspect the 'Zone 1' trees.

3.4 Subsequent inspections will require renewal of the Ordnance Survey map Licence.



4 Tree Survey Methodology

- 4.1 The trees have been assessed at ground level, using no ancillary equipment in accordance with the principles of Visual Tree Assessment (VTA) *C. Mattheck, K. Bethge, K. Weber (1994)*. The trees are numbered in sequence starting at '1' and are identified on the tree location plans.
- 4.2 Trees with a stem diameter less than, or equal to 75 millimetres diameter at 1.5 metres above ground level may not have been recorded. Trees that, at the time of writing and due to their size and location that could not conceivably present a health and safety risk have not been recorded. Such trees may be recorded in later years once they have attained greater size.
- 4.3 Common tree names are given.
- 4.4 Tree height is estimated in metres.
- 4.5 Stem diameter is estimated in millimetres at 1.5 metres above ground level (or nearest practical height). Where multiple dimensions are given, this reflects the multi-stemmed nature of the tree. Where the number of stems exceeds six, the software used records only a single figure which represents the estimated average trunk diameter across the stem range.
- 4.6 Crown spread is estimated in metres as a radius from the trunk. This is not intended to give the impression that the tree crowns are symmetrical.
- 4.7 A priority rating has been provided where remedial tree surgery operations have been recommended. This provides a guide to assist with scheduling work and states the maximum period that should elapse from inspection date to the tree surgery operations. The following scale is used:
- 0 – No tree surgery work
 - 1 – Urgent works that should be undertaken within six weeks of the tree inspection (if the urgency is deemed higher than this, the entire survey entry



row will be highlighted in **RED** in the tree survey schedule, in which case it should be undertaken as soon as practicable – ie. straight away).

- 2 – Works that should be undertaken within 12 months of the tree inspection.
- 3 – Works that should be undertaken within 18 months of the tree inspection, or prior to the next scheduled tree inspection, whichever is sooner.

4.8 Life stage is estimated in accordance with the typical lifespan of the particular species.

Young: Young trees

Early-mature: Early-mature, trees less than 1/3 life expectancy.

Mature: Mature trees up to 2/3 life expectancy.

Over mature: Over-mature, declining or moribund trees of low vigour.

Veteran: Veteran trees

4.9 The condition of the tree has been referred in respect of three parts on each tree; crown, stem and basal area. To each area, a rating is given; good, fair, poor or dead.

4.10 Observations are expanded where necessary. The assessment for tree condition includes inspection of the following defects:

- The presence of fungal fruiting bodies around the base of the tree or on the stem, as they could possibly indicate the presence of possible internal decay.
- Soil cracks and any heaving of the soil around the base indicating possible root plate movement.
- Any abrupt bends in branches and limbs resulting from past pruning, as it may be an indication of internal weakness and decay.
- Tight or weak 'V' shaped forks and co-dominant stems
- Hazard beam formations and other such biomechanical related defects (as described by Claus Mattheck, Body Language of Trees HMSO Research for Amenity Trees No. 4 1994).
- Cavities as a result of limb losses or past pruning.



- Broken branches
- Storm damage
- Canker formations
- Loose bark
- Damage to roots
- Basal, stem or branch / limb cavities
- Die-back in the crown
- Abnormal foliage size and colour
- Any changes to the timing of normal leaf flush and leaf fall patterns
- Other pathological diseases affecting any part of the tree

4.11 Each tree is given a 'Zone value' for inspection frequency which refers to a combination of factors including tree height and location and frequency and value of 'targets'. Targets can be defined as person and property or other asset to which a tree presents a risk. It is important to consider risks posed by trees in respect of their location because it allows common sense decisions to be made regarding the frequency of tree inspection regime and remedial tree surgery works. This has environmental and economic benefits. The Zone value given to the tree informs the priority rating for remedial tree surgery operations. The following scale is used for the sites within this tree survey:

- 1 – High frequency of high value targets / large tree / medium tree (red trees on the tree locations plans) – One-year (annual) inspection frequency.
- 2 – Low frequency of high value targets / large tree / medium tree (amber trees on the tree location plans) – Two-year inspection frequency.
- 3 – Very low frequency of high value targets / large tree (green trees on the tree location plans) – Three-year inspection frequency.



4.12 The above inspection frequencies are recommended in the absence of extreme weather events. It is strongly recommended that a 'walkover' inspection be undertaken following an extreme weather event where it is likely that trees will have been subjected to damaging forces and where branches can be expected to have been shed. A walkover survey is a basic visual assessment that may be carried out by a person with basic knowledge of tree safety and keen eyesight. The walkover survey should record any items that require immediate attention to ensure safety. Works identified should be undertaken as soon as practicable and the area affected should be cordoned off where possible, until the works have been undertaken. Zone 1 trees should be inspected as a priority.



5 Site: Cambridge Road (map inset 1)

- 5.1 The tree survey has collected data on the more significant trees; those that are currently relevant in respect of hazard and risk. The trees surveyed form a contiguous landscape feature along with others, notably self-set Sycamores and the occasional Field Maple. Trees are located either side of a ditch.
- 5.2 Ivy growth is a significant impediment to tree inspection and it is beginning to compromise the health and safety of Ash trees 1, 2 & 5.



6 Site: The Moor play area (map inset 2)

- 6.1 All trees were inspected. They are generally in excellent health and condition.
- 6.2 Two sides of the land parcel are outlined by mature Silver Birch, many of which are very high quality and notably tall. The Small-leaved Lime located on its own in the south-east corner is a stunning specimen.
- 6.3 The even-age of the Silver Birch population will present a management dilemma when the trees begin to deteriorate due to their age. Typically, they are not a long-lived species and they are now at their peak.



7 Site: Recreation Ground (map inset 3)

- 7.1 The map shows the area of trees inspected along the boundary of the Recreation Ground (orange polygon). These are predominantly mature Ash mixed in with Sycamore and Field Maple trees. Many are host to dense Ivy. Overall crown health suggests early stages of Ash dieback disease caused by the fungus *Hymenoscyphus fraxineus*, but the trees have not deteriorated since the previous inspection.
- 7.2 Willow trees located at the western boundary are numbered 23 to 27. Tree 27 has died since the previous inspection. This tree may be left in situ to decay and become a wildlife habitat. All trees have previously been pollarded.
- 7.3 It is recommended to re-pollard trees 23 to 26. They have grown significantly since the last pollarding cycle.



8 Site: All Saints Churchyard (map inset 4)

- 8.1 The stand-out specimen tree in this well-maintained churchyard is the Horse Chestnut tree at the front (tree number 37) which remains in an excellent state of health.
- 8.2 Since the previous inspection an avenue of eight new Purple Plum trees has been planted to replace the eight over-mature trees that were felled due to health and safety concerns. These trees seem to be establishing very well, although unfortunately they are suffering significant harm due to collisions by grass cutting machinery and unmaintained stakes and ties (see images below). These matters need to be addressed urgently before the trees are irreversibly damaged.
- 8.3 Tree number 49 (Cypress) has died since the previous inspection and must be removed urgently.
- Below: Mechanical impact damage to the base of the newly planted Plum trees





- Below: Unmaintained tie leading to the tree trunk rubbing against the top of the stake





9 Site: Orchard Road (map inset 5)

- 9.1 This area comprises mature Ash and Sycamore trees growing within a narrow, overgrown verge.
- 9.2 Since the previous inspection a multitude of concerns have been addressed with remedial works. No tree surgery works are currently required.



10 Site: Orchard Road Cemetery (map inset 6)

- 10.1 For a cemetery the site is densely treed, especially in the north-eastern corner. Species and age range are not diverse, which would typically be a concern in respect of resilience to disease and long-term cover. However, the species present are very robust and most have a lengthy life-expectancy, especially the Yews and Hollies.
- 10.2 Sycamore trees numbered 40 and 41 located to the rear of 7 and 9 Medcalfe Way have previously been managed by reduction (or high pollard) at around a height of 12 metres. The recommendation is to restore and maintain the trees in a cycle of crown reduction. The last cycle of management was undertaken 12 months ago, so they are not yet due for re-pollarding.



11 Site: Royston Road (map inset 7)

- 11.1 A long row of thirty-two Poplar trees is located along the north side of Royston Road, adjacent to the footpath. They appear to be 20 to 30 years old and would likely have been planted concurrently.
- 11.2 Ivy has colonised most of the trees, making it impossible to inspect the lower trunks. In later years, when the trees are larger, and when they are reaching the point they are potentially dangerous, it is recommended that ivy be removed to facilitate inspection.
- 11.3 Most trees are healthy, but a few have developed dieback in their tops. Some trees have been felled following previous recommendations. Some of those stumps are now regenerating.



12 Normative References

12.1 The following documents are indispensable in the application of the recommendations in this report:

- R.G. Strouts, T.G. Winter (1994). Diagnosis of Ill-Health in Trees. DoE
- D. Lonsdale (1999). Principles of Tree Hazard Assessment and Management. ODPM
- C. Mattheck, K. Bethge, K. Weber (1994). The Body Language of Trees. DoE
- C. Mattheck (2007). Updated Field Guide for Visual Tree Assessment. Forschungszentrum Karlsruhe GmbH
- F.W.M.R. Schwarze, J. Engels, C. Mattheck (1999). Fungal Strategies of Wood Decay in Trees. Springer
- Common Sense Risk Management of Trees (2011). National Tree Safety Group / Forestry Commission
- Tree Surveys: A Guide to Good Practice – Guidance Note 7 (2015). The Arboricultural Association
- British Standard BS3998: 2010 Tree Work – Recommendations. BSI
- Arboricultural Journal Volume 43 Issue 1 (March 2021). Jeremy Barrell. The implications of recent English legal judgements, inquest verdicts, and Ash Dieback Disease for the defensibility of tree risk management regimes. The Arboricultural Association



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Signed:

Ian Lorman

Director

October 2023



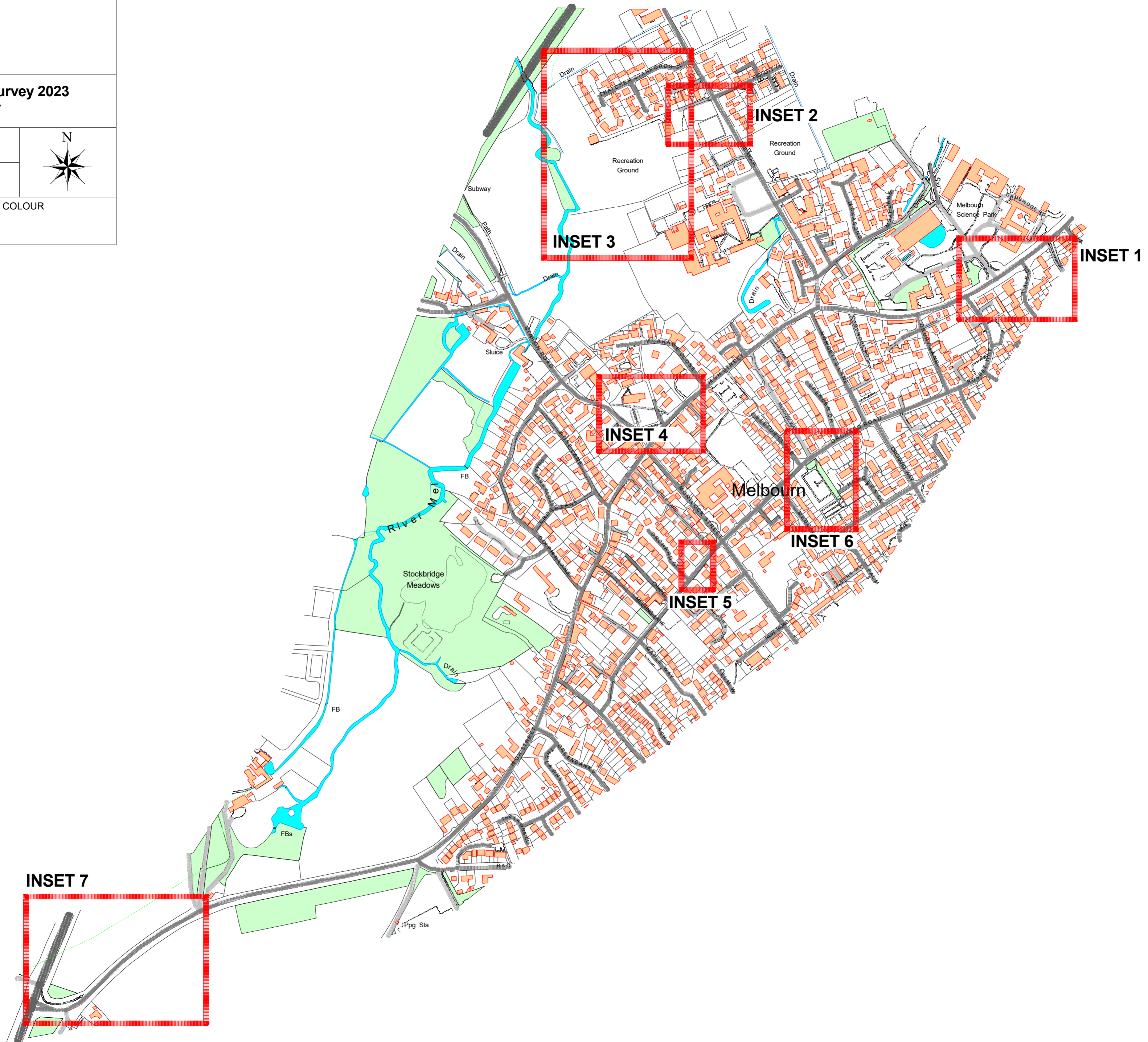
Melbourn Parish Council Tree Survey 2023
Tree location plan inset map key

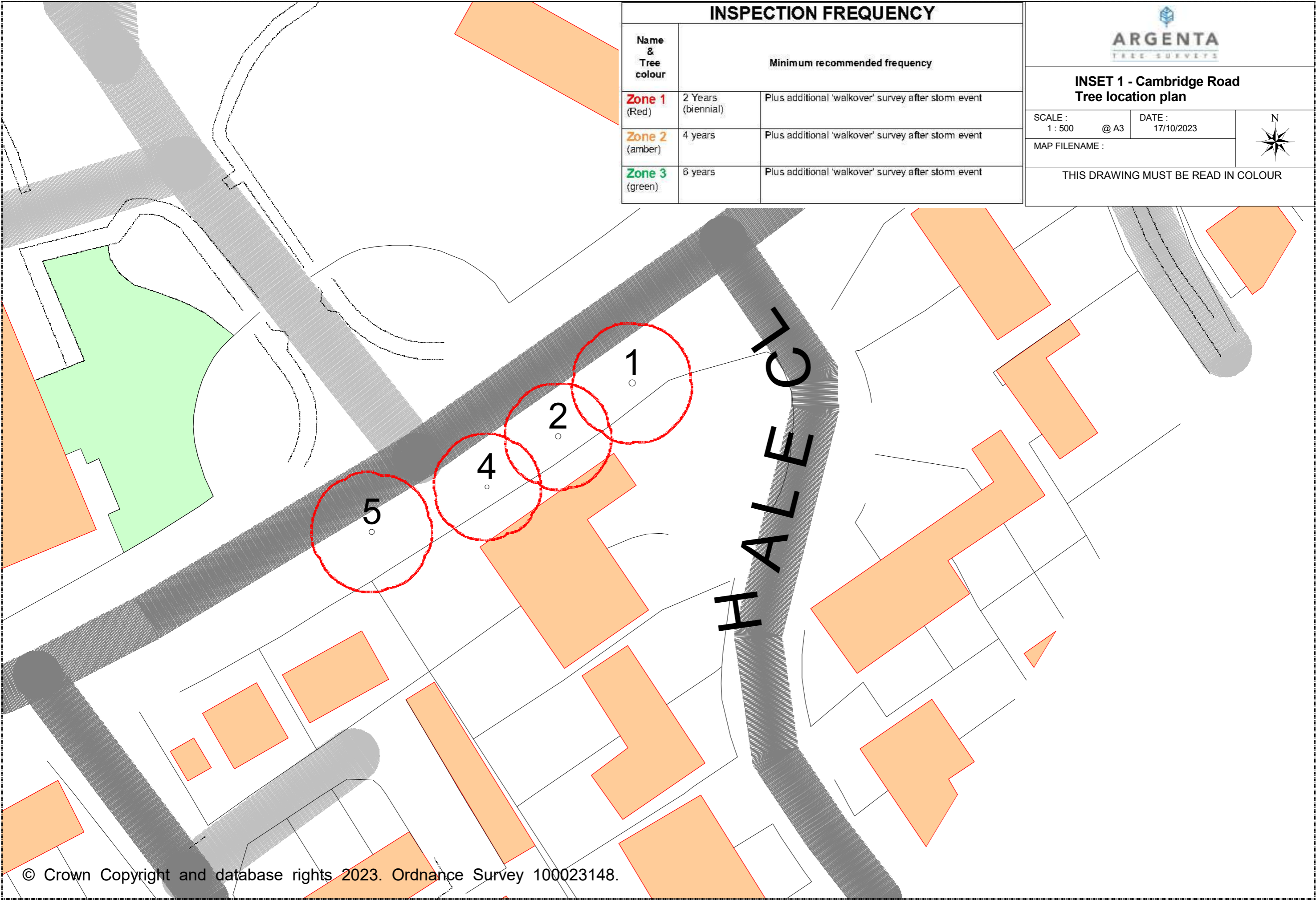
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INSPECTION FREQUENCY		
Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event


INSET 1 - Cambridge Road
Tree location plan

SCALE : 1 : 500 @ A3	DATE : 17/10/2023	
MAP FILENAME :		

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Site: Cambridge Road, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
1	Common Ash	16	700 400 400 400	9	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Divides into multiple co-dominant stems at base. Dense Ivy on trunks up to top of crown	3	1
2	Common Ash	16	600 600	8	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair Sever Ivy Bifurcates into a pair of co-dominant stems at base. Dense Ivy on trunks up to mid crown. Moderate deadwood throughout but low risk to highway users.	3	1
4	Common Ash	16	450 450	8	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Remove major dead wood Bifurcates into a pair of co-dominant stems at 1 metre. Large dead wood in lower crown. Slightly sparse foliage throughout.	2	1
5	Common Ash	16	800	9	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Sever Ivy Bifurcates into a pair of co-dominant stems at 2 metres	3	1

**INSET 2 - The Moor Play Area
Tree location plan**

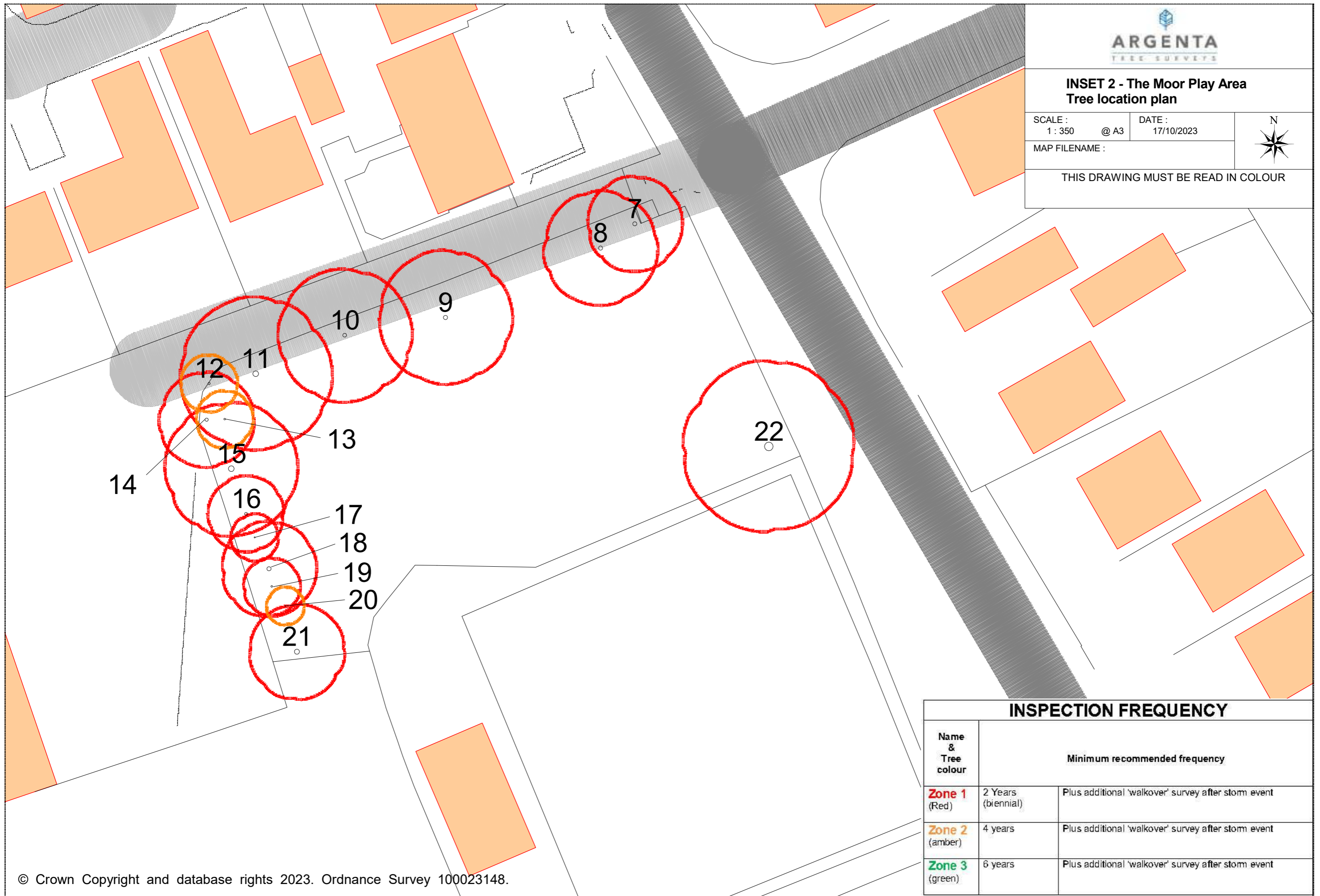
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DATE :
17/10/2023



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INSPECTION FREQUENCY

Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event

Site: The Moor play area, Melbourn Date: 2 August 2019			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
7	Silver Birch	20	450	5	Mature	Crown - Good, Stem - Good, Basal Area - Fair No action Excellent quality specimen	0	1
8	Silver Birch	19	450	6	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
9	Silver Birch	20	450	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
10	Silver Birch	19	400	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
11	Silver Birch	19	600	8	Mature	Crown - Good, Stem - Fair, Basal Area - Good Sever Ivy Dense Ivy beginning to establish. Sever Ivy to prevent it overwhelming the tree	3	1
12	Silver Birch	10	250	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Sever Ivy Suppressed by adjacent trees due to light competition. Poor specimen	3	2
13	Silver Birch	8	125 125	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Good No action Bifurcates into a pair of co-dominant stems at base. Suppressed by adjacent trees due to light competition. Poor specimen.	0	2
14	Silver Birch	14	350	5	Mature	Crown - Good, Stem - Good, Basal Area - Fair No action Slightly suppressed and leaning over car park. Cavity close to base on south side is relatively small and decay appears to be well compartmentalised	0	1

Site: The Moor play area, Melbourn Date: 2 August 2019			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
15	Silver Birch	19	600	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Bifurcates into a pair of co-dominant stems at 2 metres. No notable defects	0	1
16	Silver Birch	17	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
17	Silver Birch	9	125	2.5	Mature	Crown - Fair, Stem - Fair, Basal Area - Good No action Suppressed by adjacent trees. Low vigour. Old mechanical impact wound at 1 metre west side with exposed sapwood but no cavity	0	1
18	Silver Birch	17	450	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
19	Silver Birch	6	125 125	3	Mature	Crown - Fair, Stem - Poor, Basal Area - Good No action Bifurcates into a pair of co-dominant stems at base. Heavily suppressed by adjacent trees. Low vigour. Numerous old mechanical impact wounds on both stems and some small cavities but of no safety concern	0	1
20	Silver Birch	3	75	2	Mature	Crown - Poor, Stem - Poor, Basal Area - Fair No action Very suppressed by adjacent trees. Numerous old mechanical impact wounds on trunk and poorly occluded pruning wounds. Too small to pose a safety concern	0	2
21	Silver Birch	15	450 300	5	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Bifurcates into a pair of co-dominant stems at 0.5 metres	0	1

Site: The Moor play area, Melbourn Date: 2 August 2019			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
22	Small-Leafed Lime	16	900	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action An outstanding specimen tree.	0	1

Argenta Tree Surveys

INSPECTION FREQUENCY

Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event

INSET 3 - The Recreation Ground Tree location plan

SCALE : 1 : 900 @ A3 DATE : 17/10/2023



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GROUP

- 23
- 24
- 25
- 26
- 27

Site: Willows at Rec Ground, The Moor, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
23	Crack Willow	14	800 300	7	Mature	Crown - Good, Stem - Good, Basal Area - Good Re-pollard Previously reduced to a high pollard. Ivy on trunk. Reduce to previous points	2	2
24	Crack Willow	14	1000 800 700	8	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Re-pollard Previously reduced to a high pollard. Ivy on trunk. Reduce to previous points	2	2
25	Crack Willow	12	800	6	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Re-pollard Previously pollarded at 5 metres. Several regrown stems have broken out. Further failure imminent. Reduce to previous points	1	2
26	Crack Willow	10	600 600	4	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Re-pollard Previously reduced to a high pollard. Ivy on trunk. Reduce to previous points	2	2
27	Crack Willow	4	700	0	Dead	Crown - Dead, Stem - Dead, Basal Area - Dead No action – Retain as dead wood	0	2
Group	Row of mature Sycamore, Ash & Field Maple. Up to 20 metres in height. Moderate condition • No action						0	2

**INSET 4 - All Saints Churchyard
Tree location plan**

SCALE : 1 : 450 @ A3 DATE : 17/10/2023

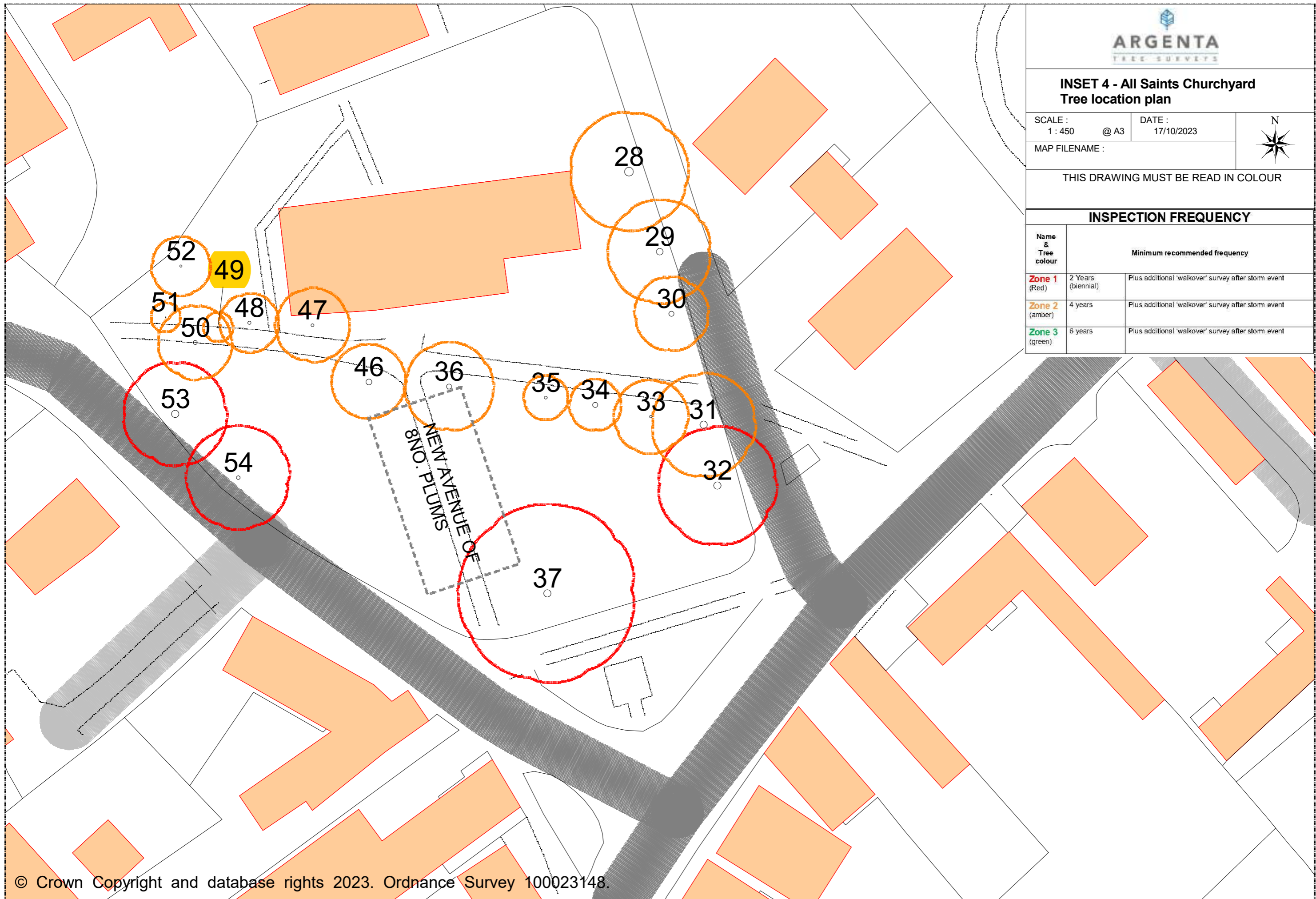
MAP FILENAME :



THIS DRAWING MUST BE READ IN COLOUR

INSPECTION FREQUENCY

Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event



Site: All Saints Churchyard, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
28	Common Yew	13	1200	8	Mature	Crown - Good, Stem - Good, Basal Area - Fair No action Some limited basal decay on east side of trunk.	0	2
29	Common Yew	11	900	7	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action No notable defects	0	2
30	Common Yew	12	700	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
31	Common Horse Chestnut	19	1000	7	Mature	Crown - Fair, Stem - Fair, Basal Area - Good No action Large cavity at 2.5 metres northwest side from old flush-cut pruning wound or branch tear with extensive adaptive growth	0	2
32	Common Horse Chestnut	20	1000	8	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Sever Ivy Dense Ivy on areas of trunk and reaching into mid crown	3	1
33	Common Yew	8	350	5	Mature	Crown - Good, Stem - Fair, Basal Area - Good No action Old branch tear out wound at 1.5 metres on south side	0	2
34	Lawson Cypress	19	700	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
35	Lawson Cypress	15	400	3	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Slightly sparse foliage	0	2

Site: All Saints Churchyard, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
36	Lawson Cypress	14	700	6	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Topped has snapped out or been removed many years ago and new leader has formed	0	2
37	Common Horse Chestnut	21	1000	12	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
46	Common Yew	8	800		Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base. Dense epicormic shoots at base.	0	2
47	Prunus 'Kanzan'	5	400	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at 1.5 metres	0	2
48	Common Yew	10	200 200 200 200 200	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base	0	2
49	Lawson Cypress	13	275	2	Mature	Crown - Dead, Stem - Dead, Basal Area - Dead Fell & grind stump	1	2
50	Common Yew	10	300 300 275 200 150	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base	0	2
51	Irish Yew	7	100	2	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action No notable defects	0	2

Site: All Saints Churchyard, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
52	Plum	6.5	300	4	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action No notable defects	0	2
53	Common Yew	15	1000	7	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Some dieback in lower crown on eastern side	0	1
54	Common Ash	15	500	7	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action No notable defects	0	1

**INSET 5 - Orchard Road
Tree location plan**

SCALE : 1 : 200 @ A3 DATE : 17/10/2023

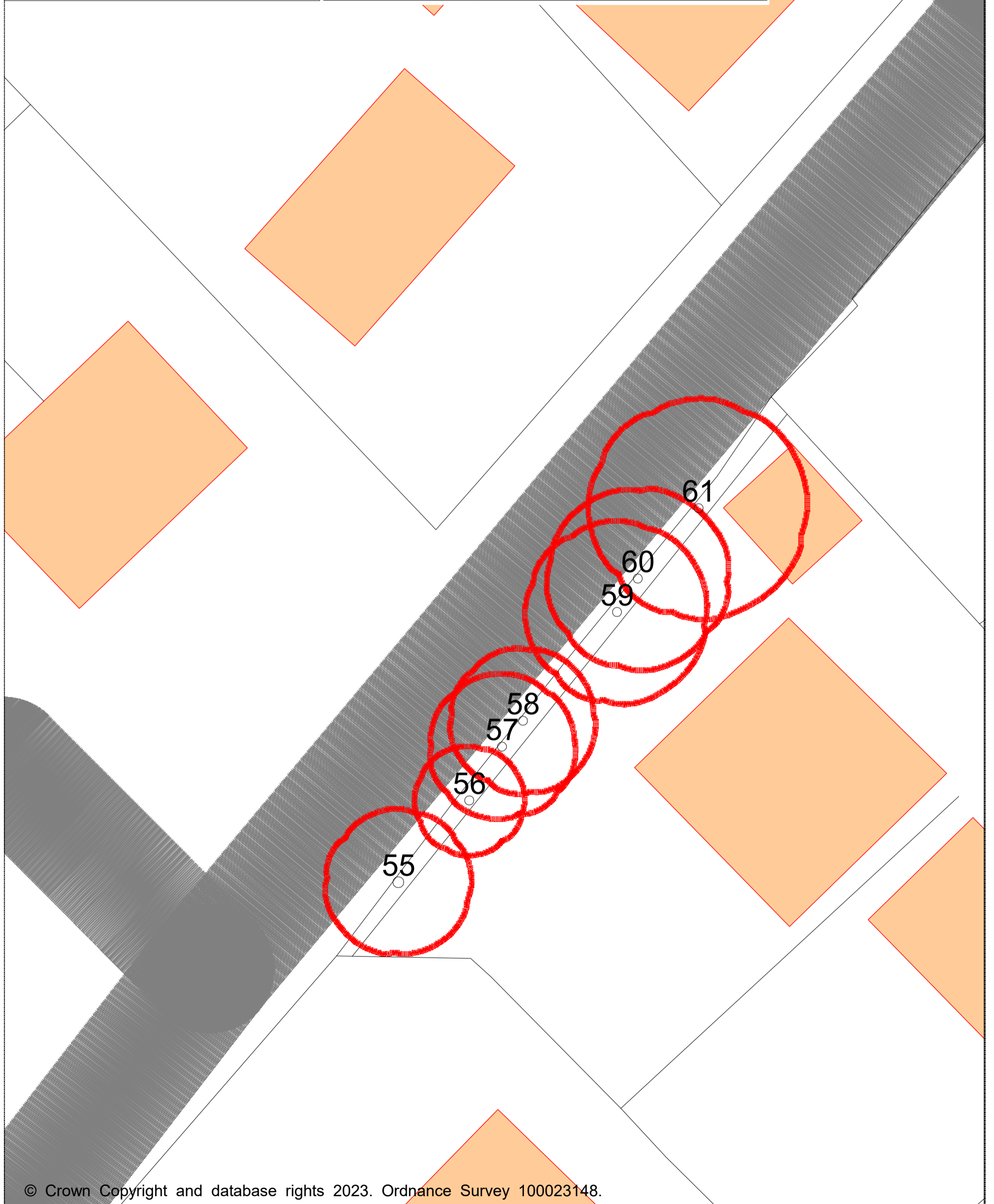


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INSPECTION FREQUENCY

Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event



Site: Orchard Road, Melbourn Date: 11 th October 2023			Weather: Clear, still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
55	Sycamore	14	600	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped	0	1
56	Sycamore	13	500	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped	0	1
57	Sycamore	13	500	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped	0	1
58	Sycamore	13	500	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped. Dense Ivy from ground level to upper crown	0	1
59	Common Ash	14	500	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Topped at 12 metres	0	1
60	Common Ash	14	500	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Topped at 12 metres	0	1
61	Common Ash	14	500	6	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Topped at 12 metres	0	1

INSPECTION FREQUENCY		
Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event


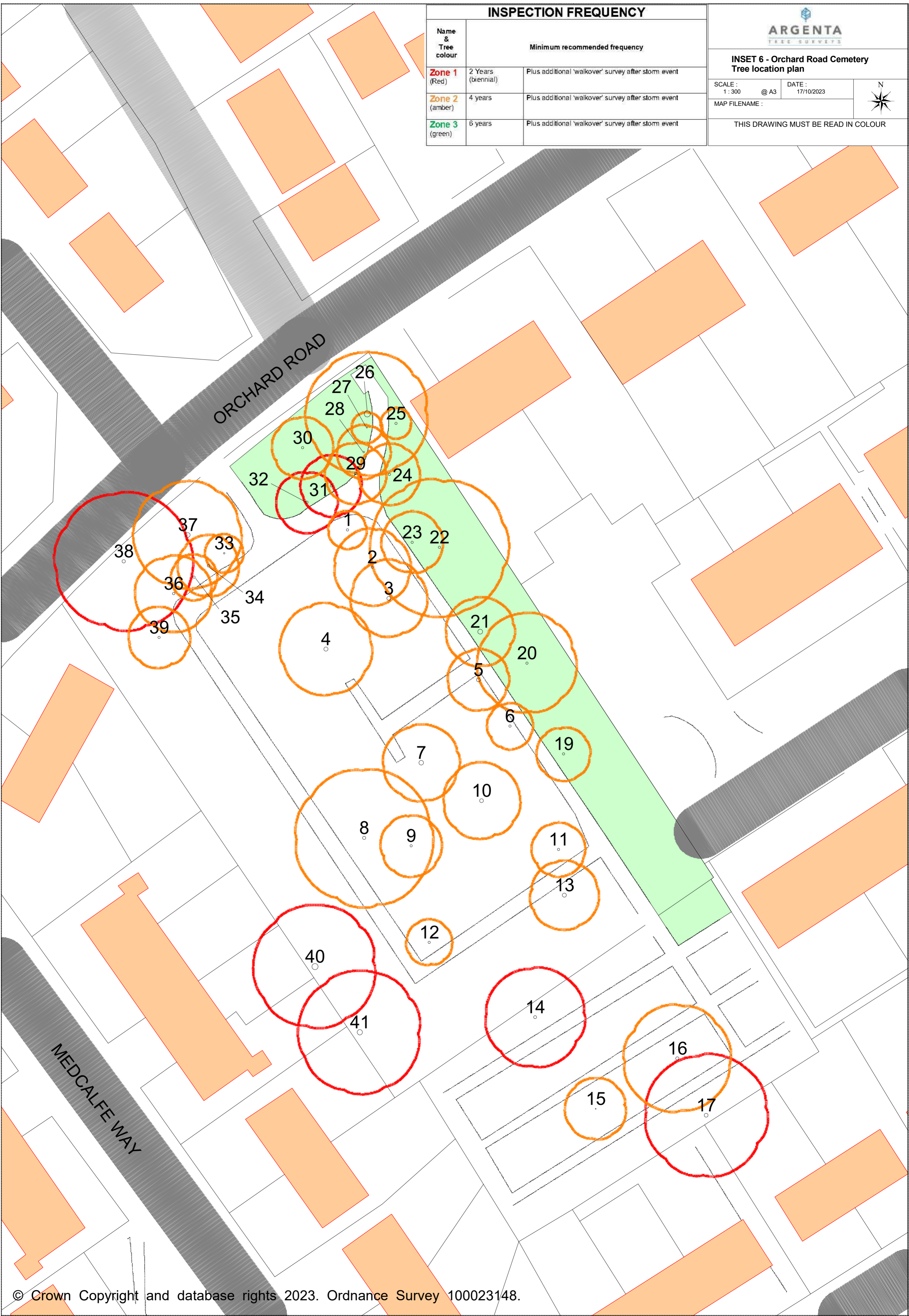
ARGENTA
TREE SURVEYS

INSET 6 - Orchard Road Cemetery
Tree location plan

SCALE: 1:300 @ A3 DATE: 17/10/2023

MAP FILENAME: _____

THIS DRAWING MUST BE READ IN COLOUR

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
1	Irish Yew	7.5	300	2.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
2	Common Holly	6	200 175	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Twin stem from base	0	2
3	Lawson's Cypress	11	500	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
4	Lawson's Cypress	12	550	6	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
5	Lawson's Cypress	11	500	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Causing significant damage to footpath	0	2
6	Irish Yew	8	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
7	Lawson's Cypress	13	600	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
8	Common Yew	7.5	300 300	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
9	Irish Yew	9	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action 9-metres-tall Holly tree growing through crown. Treat as one tree	0	2
10	Lawson's Cypress	12	500	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
11	Irish Yew	9	300	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
12	Irish Yew	8	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
13	Lawson's Cypress	11	550	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good Sever Ivy Ivy becoming well established	3	2
14	Common Hornbeam	12	400	6.5	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging bench	0	1
15	Crab Apple	5	125	4	Mature	Crown - Good, Stem - Fair, Basal Area - Good No action Patch of necrotic bark on trunk at 0.5m nw side	0	2
16	Silver Birch	10	450	7	Mature	Crown - Good, Stem - Good, Basal Area - Good Sever Ivy Ivy becoming well established	3	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
17	Sycamore	12	500	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Old bark wound north side at 1.5 metres above ground level with exposed sapwood. No cause for concern	0	1
19	Irish Yew	8	300	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
20	Common Holly	9	300	6.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into seven stems from 1 metre above ground level	0	2
21	Common Yew	5	650	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Has been topped at 5 metres height	0	2
22	Common Yew	10	300	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into nine stems from 0.5 metres	0	2
23	Irish Yew	7.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
24	Irish Yew	7.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
25	Irish Yew	3	300	2	Mature	Crown - Poor, Stem - Good, Basal Area - Good No action Heavily topped and suppressed. Dieback on southwest side. Dense Ivy	0	2
26	Common Yew	11	800	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
27	Irish Yew	3	150	2	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Heavily suppressed by adjacent trees. Shrub-like form	0	2
28	Irish Yew	6	200	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Suppressed by adjacent trees	0	2
29	Common Holly	9	250 250	4	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Twin stem from base. Sparse foliage. Suppressed by adjacent trees	0	2
30	Irish Yew	6.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
31	Irish Yew	6.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging bench	0	1
32	Irish Yew	7	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging bench	0	1

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
33	Irish Yew	6	200	2.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
34	Irish Yew	7	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
35	Irish Yew	7.5	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
36	Common Holly	7.5	275 150 125	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into three stems from base	0	2
37	Lawson's Cypress	10	600	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple stems at 1.5 metres above ground level	0	2
38	Wild Cherry	7.5	450	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
39	Common Holly	5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	2
40	Sycamore	14	800	8	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Dense Ivy on trunk and into mid-crown	3	1

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
41	Sycamore	17	700	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1

Argenta Tree Survey

**INSET 7 - Royston Road
Tree location plan**

SCALE : 1 : 550 @ A2 DATE : 17/10/2023

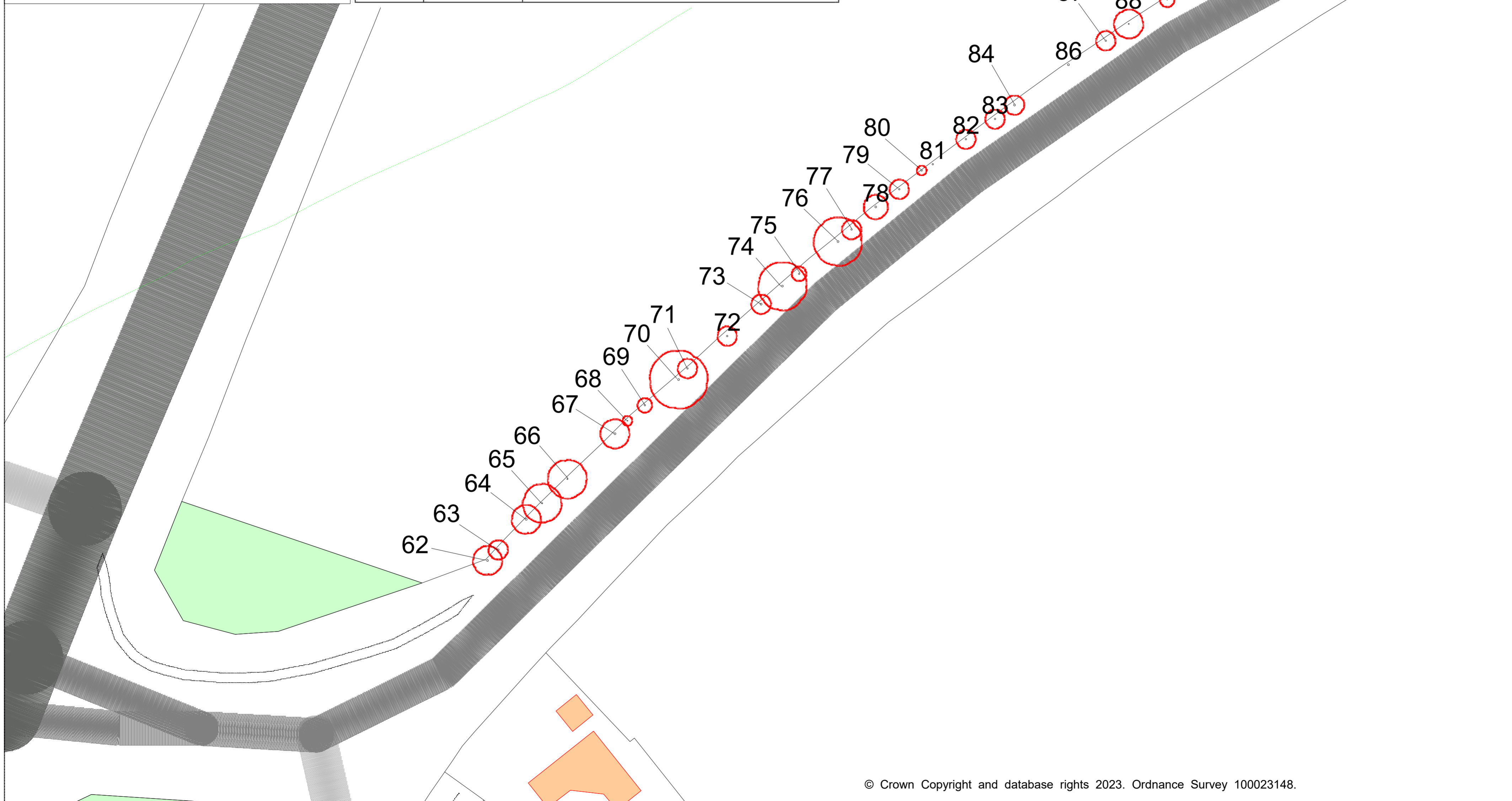
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THIS DRAWING MUST BE READ IN COLOUR

INSPECTION FREQUENCY

Name & Tree colour	Minimum recommended frequency	
Zone 1 (Red)	2 Years (biennial)	Plus additional 'walkover' survey after storm event
Zone 2 (amber)	4 years	Plus additional 'walkover' survey after storm event
Zone 3 (green)	6 years	Plus additional 'walkover' survey after storm event



Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
62	Lombardy Poplar	14	400	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Minor dead wood in lower crown. Dense Ivy on trunk	0	1
63	Lombardy Poplar	12	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
64	Lombardy Poplar	12	400	3	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
65	Hybrid Poplar	10	250	4	Early-mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
66	Hybrid Poplar	10	250	4	Early-mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
67	Lombardy Poplar	13	400	3	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
68	Lombardy Poplar	7	200	1	Early-mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Stunted. Dense Ivy on trunk	0	1
69	Lombardy Poplar	12	300	1.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
70	Hybrid Poplar	13	400	6	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
71	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
72	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
73	Lombardy Poplar	13	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
74	Hybrid Poplar	13	400	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
75	Lombardy Poplar	13	300	1.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
76	Hybrid Poplar	13	400	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
77	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
78	Lombardy Poplar	14	400	2.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
79	Lombardy Poplar	12	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
80	Lombardy Poplar	2	300	1		Sprouting stump	0	1
81	Lombardy Poplar	2	300	1		Sprouting stump	0	1
82	Lombardy Poplar	12	300	2	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
83	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
84	Lombardy Poplar	14	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1
86	Lombardy Poplar	2.5	400	1		Sprouting stump	0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: 11 th October 2023 Conditions: Clear / dry / still					
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations	Priority / urgency of work	Zone value
87	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Good, Basal Area - Fair No action No notable defects	0	1
88	Hybrid Poplar	10	200	3	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action Ivy beginning to establish	0	1
89	Lombardy Poplar	9	150	1.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects	0	1
90	Lombardy Poplar	2.5	400	1		Sprouting stump	0	1
91	Lombardy Poplar	6	125	0.5	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Stunted. Dense Ivy on trunk	0	1
92	Lombardy Poplar	14	400	3	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk	0	1



Melbourn Parish Council
30 High Street, Melbourn
Royston
SG8 6DZ

Date Sent: 29/11/2023

Quote Information

Client Ref: 143
Quote No: 5439
Surveyor: James Cantle
Site Ref: The Hub
Order No:

Quote

Site Address The Hub, High Street

Item No	Item	Description Of Work	Value
25	Crack Willow	Re-Pollard back to previous pollard points Tree is located on the moor	£300.00
49	Lawson cypress	Fell tree and remove all debris. Grind stump below ground level. (Cost includes removing debris and leaving area flat) All saints church	£220.00
			Total Value: £520.00
			VAT (20%): £104.00
			Total Inc VAT: £624.00

Shire Trees Limited

Company Registration: 10546603

Vat Number: 259613774

Registered Address: 1a Trigg Way, Melbourn, Royston, SG8 6HX



Melbourn Parish Council
30 High Street, Melbourn
Royston
SG8 6DZ

Date Sent: 22/11/2023

Quote Information

Client Ref: 143
Quote No: 5411
Surveyor: James Cantle
Site Ref: 8781
Order No:

Quote

Site Address Allotments, The Moor, Melbourn, SG8 6ED

Item No	Item	Description Of Work	Value
46a	Ash	Crown Reduction - Reducing the height and spread of the tree by up to 5 metres	£400.00
43b	Ash	Crown Reduction - Reducing the height and spread of the tree by up to 5 metres	£595.00
25a	Ash	Crown Reduction - Reducing the height and spread of the tree by up to 5 metres	£500.00
22b	Ash	Crown Reduction - Reducing the height and spread of the tree by up to 5 metres	£550.00
46b	Ash	Crown Reduction - Reducing the height and spread of the tree by up to 5 metres	£400.00
1	Elm	Clear fallen tree	£195.00
			Total Value: £2,640.00
			VAT (20%): £528.00
			Total Inc VAT: £3,168.00

Shire Trees Limited

Company Registration: 10546603

Vat Number: 259613774

Registered Address: 1a Trigg Way, Melbourn, Royston, SG8 6HX

MELBOURN PARISH COUNCIL

APPENDIX 3





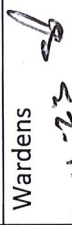
Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	21-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
Village Car Park	21-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
War Memorial	21-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
Littlehands and Access Way	20-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
New Rec. Ground	20-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
Clear Cres. Play Park	20-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
Orchard Road Cemetery	20-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
New Road C/metry	20-11-23 ef	27-11-23 JAM	4-12-23 JAM	11-12-23 JAM	
Old Recreation Ground	20-11-23 ef		4-12-23 JAM		
Pavilion	21-11-23 ef		4-12-23 JAM		
Stockbridge M.	21-11-23 ef		4-12-23 JAM		
Worcester Way	21-11-23 ef		6-12-23 JAM		
BMX Site (Summer & only if open)					

MELBOURN PARISH COUNCIL

Monthly Checking Record

Area	Monthly Checking Record			
	Week1	Week2	Week 3	Week4
Allotments	21-11-23 [Signature]		4-12-23	
All Saints' C/Yard	22-11-23 [Signature]		4-12-23	
Jubilee Orchard	25-11-23		4-12-23	
Fire Engine Shed				11-12-23 [Signature]
Armingford Cres.				11-12-23 [Signature]
Beechwood Avenue				
Chalkhill Barrow				
Elm Way				
Millennium Copse				

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 <i>20-11-23</i> 	<i>27-11-23</i>  <i>4-12-23</i>  <i>11-12-23</i> 			
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 <i>20-11-23</i> 				
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				

Damage and vandalism notes

Date reported to PO	Location	Details	Reported by	Reported to Police	Incident No	Action taken and cost of repair
02/08/2023	Millenium Copse	Tree for the Guides snapped	Wardens			Look into replacing the tree
28/09/2023	Moor Play Park	Tango swing seat broken and removed from structure.	Resident / Wardens			Reported to Hags as in warranty - Hags claim seat has been cut to remove someone who didn't fit! Hags looking in to a claim.
09/10/2023	Medcalfe Way / Orchard Rd	SV bollard knocked over - sharp metal etc	Warden			Reported to waterboard - also reminded of SV bollard on Orchard Rd - also reported. Chasing for response from Cambridge Water.
09/11/2023	Moor Play Park	Replacement tango swing on floor and damaged	Resident			Swing replaced on 8/11/23 by wardens, reported as on floor and 'cut' by resident the next day - Cambridge Fire confirmed youth was cut out of seat 8/11/23

Multigenerational swings for review

Hags

£650.00



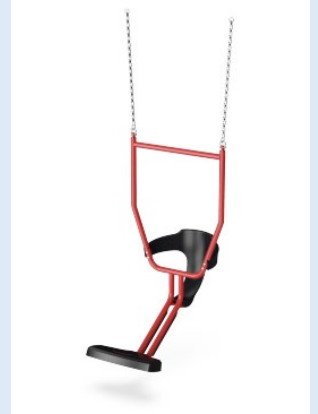
<https://hags.co.uk/en-gb/playground-equipment/swings/swing-seat-tango/not-applicable-options-6mm-stainless-chain-jun-2015-black>

Wicksteed

£ awaiting suggestion of alternative and quote

Kompan

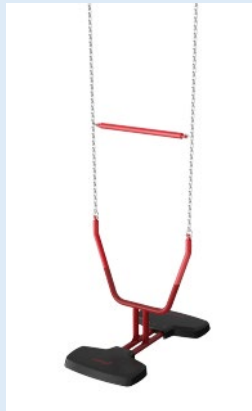
£930.00



<https://www.kompan.com/en/ie/p/sw990121>

Komplan

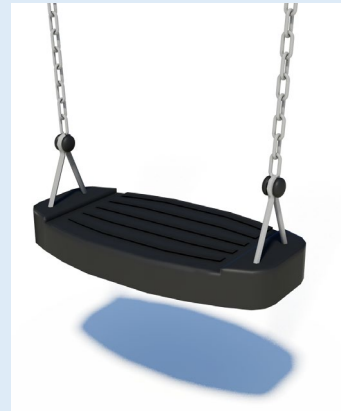
£740.00



<https://www.kompan.com/en/gb/p/sw990202>

Hags – alternative offering

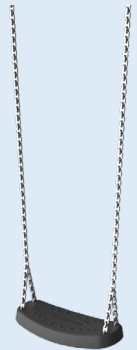
£125.00



<https://hags.co.uk/en-gb/playground-equipment/swings/swing-seat-katja>

Komplan – alternative offering

£190.00



<https://www.kompan.com/en/gb/p/sw990011>

parish clerk

From: [REDACTED]
Sent: 06 December 2023 16:56
To: parish clerk
Subject: Re: Grit boxes

Thank you very much. I had no idea they weren't the original developers either!

Thank you

From: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: Wednesday, December 6, 2023 2:52:19 PM
To: [REDACTED]
Subject: RE: Grit boxes

Thank you for the email [REDACTED].

A very quick look into this is not providing any concrete resolution – please bear with us while we look into it further and talk to County and District about steps forward.

As Hopkins Homes were not the original developers of the site I do wonder if the agreement is between the planning authority and the original developer.

I have put in a request with Highways to discuss the topic and will let you know what I can glean from this.

Many thanks

Abi Williams

Abi Williams & Alex Coxall
Parish Clerk

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

Tel: 01763 263303 (option 3)
parishclerk@melbournparishcouncil.gov.uk
melbournparishcouncil.gov.uk

The Parish Office opening hours are 10am – 1pm / 2pm – 3pm Monday to Friday

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You may request to be removed as a contact at any time: parishclerk@melbournparishcouncil.gov.uk

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From: [REDACTED]
Sent: 06 December 2023 08:29
To: parishclerk@melbournparishcouncil.gov.uk
Subject: Fw: Grit boxes

Good morning, I would really welcome your advice.

I moved to the Hopkins estate in July, although many of the residents have been here for well over a year. The Builders have now left and it will be at least a year before the estate is handed to the Council. However in the meantime we are very concerned by how dangerous the pavements and roads are when it is icy and I asked the builders to provide Grit boxes, whilst we are in this interim period.

Unsurprisingly they have said no but also mentioned that this was agreed at planning between Hopkins Homes and the local council. Is there someone we can take this up with? I do not feel that Hopkins should relinquish responsibility but will need support and backing from the Council - be that Melbourn or South Cambridgeshire.

Please can you advise how we can proceed and who we should speak with?
Many thanks
Jane

Regards

[REDACTED]

[REDACTED]

From: Customer Care [REDACTED]
Sent: 05 December 2023 13:41
To: [REDACTED]
Subject: RE: Grit boxes

Good afternoon [REDACTED],

Thank you for your email this has been safely received.

Unfortunately, we do not install grit boxes, this is carried out and installed by the council after adoption of the development. This is something that is agreed at planning between Hopkins Homes and the local council.

I am sorry that this is not the response that you were hoping for, if you have any further queries please feel free to contact me.

Kind regards,



Customer Care



www.hopkinshomes.co.uk



Hopkins Homes Ltd
Melton Park House, Woodbridge, Suffolk, IP12 1TJ
Registered in England and Wales: 02875798

From: [Redacted]
Sent: 03 December 2023 08:19
To: Customer Care <customercare@hopkinshomes.co.uk>
Subject: Grit boxes

Good morning

Please can you advise. I understand that the builders have now finished at Melbourn and it will be at least a year before the estate is handed over to the council.

During the recent icy weather the roads and pavements were very dangerous and I know that at least one of my neighbours suffered a fall. From a health and safety perspective this is clearly very concerning and we would like to understand when you will be providing grit boxes. Clearly we will be going through 1-2 winters before you hand over and believe it is your responsibility to ensure the roads and pavements are as safe as possible. Please can you advise what you plan to do to address this and I will advise the residents.

Many thanks



Tele: 


30th November, 2023

Dear Sir/Madam,


Re: Street Signage

Further to my previous letter and a conversation with a parish councillor, I am asking, once again. For the council to provide a replacement street sign for Lordship Drive. The original sign disappeared sometime during the summer months. I have to admit the posts supporting the sign were beginning to rot at the base, but we have no idea as to who removed it. This has caused multiple problems with regard to mail and parcels being delivered.

Lordship Drive is a small cul-de-sac containing six houses with an entrance into The Moor. From The Moor our house number can be clearly seen and both new postman and delivery men see the number "3", no street name, and think it is number 3 The Moor. It is no problem for either my husband or myself to take the post over to them but, on one occasion we arrived home to find a stack of plants left on our drive. A neighbour has had a refrigerator left on her drive.

In October we had a party and because some of the people invited had never visited us here, my husband, being an ex signwriter, made a temporary large cardboard sign. This sign was then vandalized and completely destroyed the following Monday. I phoned the South Cambridge Council when the sign first disappeared but was informed that it was nothing to do with the Highways Department and that its replacement was the responsibility of the Parish Council. I am asking, yet again, **"please can we have our street sign replaced"**.

Yours faithfully,


The Parish Clerk,
Melbourn Parish Council
The Hub
High Street
Melbourn
SG8

Form title: Report a broken or missing street name plate

Your ref no: TWTLXQJL

Page:

This form was started at:17/11/2023 10:05:43

This form was completed at:17/11/2023 10:08:38

Internal form classification:N / A

Form title: Report a broken or missing street name plate

Your ref no: TWTLXQJL

Page: Who are you

All personal information that you provide us is managed in accordance with our Privacy Policy. Please visit our [Privacy Notice](#) where you can find out information about how we handle your information and your rights of access.

Section: Tell us who you are

Title	
Pronoun	
First name	Abigail
Surname	Williams
Address line 1	30 High Street
Address line 2	Melbourn
Address line 3	
Address line 4	
Postcode	SG8 6DZ
Daytime telephone number	01763263303
Email	parishclerk@melbournparishcouncil.gov.uk

Form title: Report a broken or missing street name plate

Your ref no: TWTLXQJL

Page: Tell us about the name plate

Please describe the street name and location where the broken name plate can be found

Junction of Lordship Drive and The Moor, Melbourn
///aboard.offers.occupations

Please find and pin the street name location on the below map

Selected location coordinates

{"latitude":52.08643600094584,"longitude":0.02071698908947095,"id":null,"bingRoad":null}

Selected location hyperlink

[https://www.bing.com/maps?](https://www.bing.com/maps?cp=52.08643600094584~0.02071698908947095&lvl=18&sp=point.52.08643600094584_0.02071698908947095_)

[cp=52.08643600094584~0.02071698908947095&lvl=18&sp=point.52.08643600094584_0.02071698908947095_](https://www.bing.com/maps?cp=52.08643600094584~0.02071698908947095&lvl=18&sp=point.52.08643600094584_0.02071698908947095_)

What's the street name plate issue?

Missing

If the name plate has been taken away for safekeeping, please provide an address where it can be collected and contact details to arrange collection

If possible, please upload a photo of the broken street name plate

Uploaded files*

lordship drive.pdf

*

If empty, no files were uploaded

Form title: Report a broken or missing street name plate

Your ref no: TWTLXQJL

Page: Declaration

[Open a read only view of the answers you have given \(this will open in a new window\)](#)

Please note: If you are using Internet Explorer as your browser, you will not be able to view your answers via the link above as this is not supported in Internet Explorer.

Declaration

I declare that the information I have provided on this form is accurate

Lordship Drive, Melbourn



2008 – shows sign in place up until 2023



2023 shows sign missing

Wonderpass – paint and weeds – December 2023



Wonderpass – post Wardens – December 2023



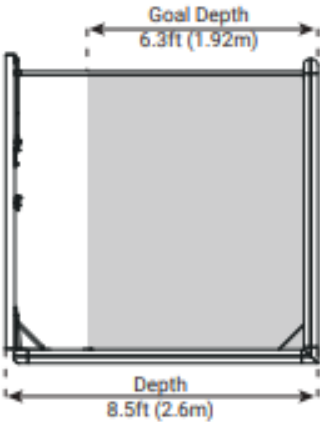
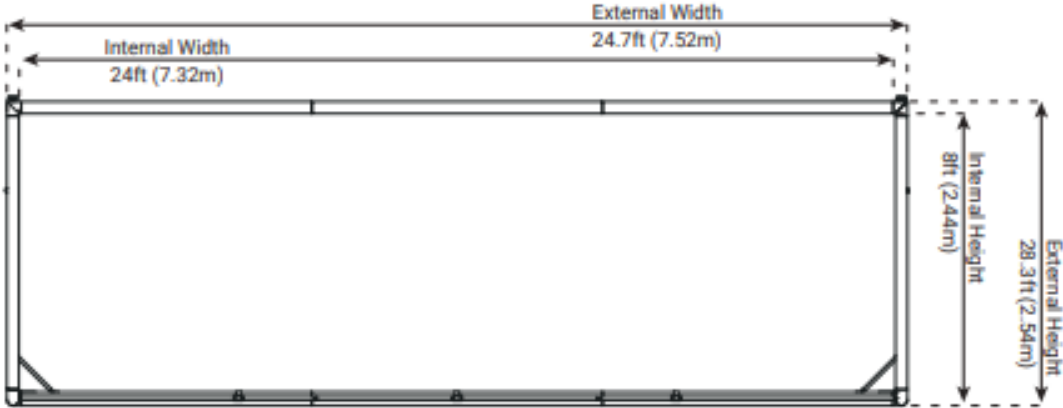
Box Net Goal Storage Proposal

Melbourn Football Club

Forza 24x8 Box Net Goal

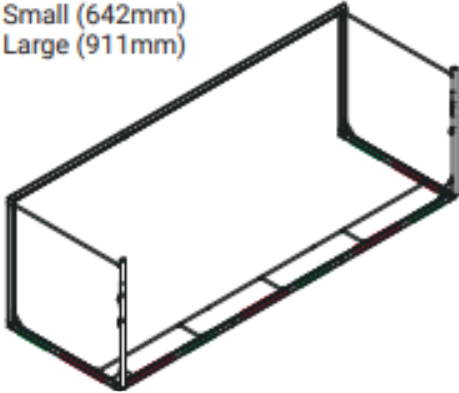
DIMENSIONS

External Width
With 360 wheels: Add 2ft (0.6m)
With Lever wheels: Add 0.9ft (0.28m)



Weight Configuration

- x5 Small (642mm)
- x5 Large (911mm)

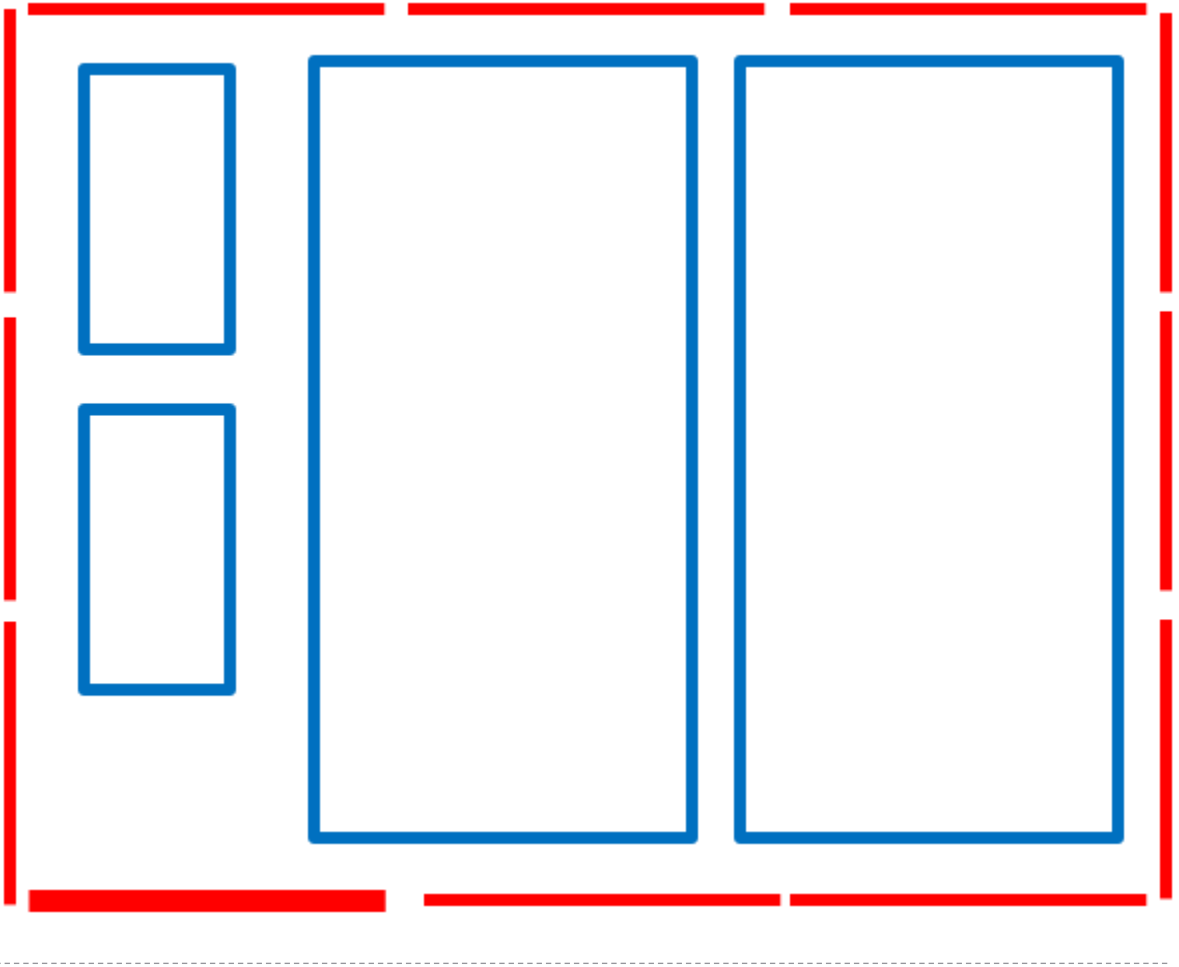


Proposed Storage Location – The Moor



- Discreetly located within natural opening of the bush line.
- Tucked away in a less frequently used area of The Moor.
- Location does not interfere with mowing lanes of grass cutters.
- Ground within enclosure can be covered in bark for minimal maintenance.
- Height of fencing will not protrude surrounding trees and therefore create an eyesore.
- Proposed location doesn't clash with benches, bins or any other facility.
- Minimal risk when operating the gate, blocking no pedestrian routes or traffic routes.

Proposed General Arrangement



Box Net Goal



Team Shelter (future plans)

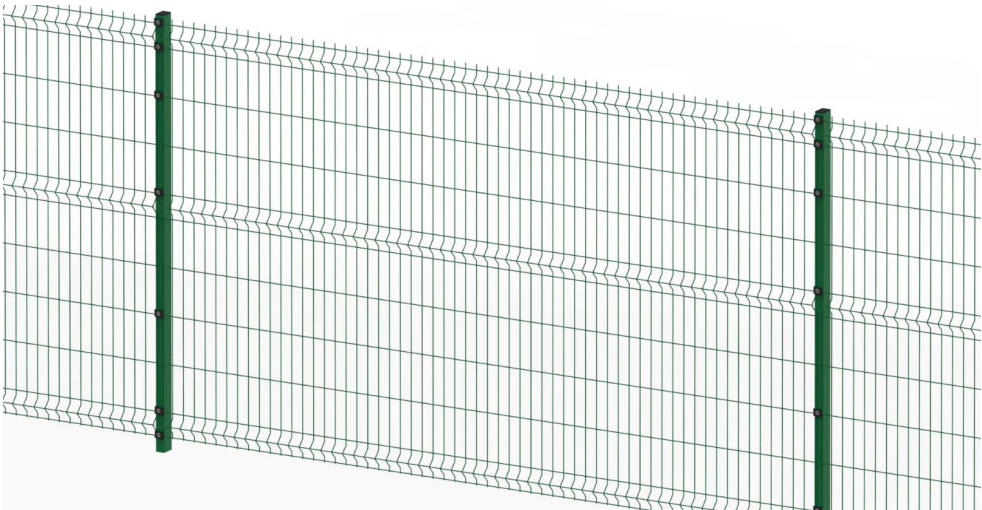


3m Mesh Gate



3m Mesh Fencing Panel

Proposed Spec– Green Security Mesh Fencing



- Anti climb fencing panels & gate.
- Steel wires which are very hard to cut through.
- Minimal trenching required to protect roots of surrounding trees.
- Commonly used around sports facilities, artificial pitches and storage areas. (very similar spec around adjacent 4G pitch.)
- Green fencing will blend in with surroundings.

The Moor – goal storage options



Notes

- Complaint from resident re view from garden being obstructed by storage of goals on The Moor.
- Chair visited garden to assess issue – see photo.
- Confirmed with contractor that no trees were removed when installing the enclosure.
- Are there any specifications we should take into account re the nature reserve status application?

The Moor – goal storage options

Willow screening

Max £100.00



Affix willow screening to storage cage.

- Low maintenance
- Cost affective
- Screens goals
- Instant result

Plant shrubs

Approx £200.00



Plant shrubs on The Moor along fence line

- High maintenance
- Additional maintenance costs going forward
- Delayed result due to growing time!
- Contractor suggested pyracantha

Shrubs offered to resident

Approx £200.00

Offer shrubs to resident

- Moves responsibility of future care to resident
- Delayed result due to growing time!

parish clerk

From: [REDACTED]
Sent: 20 November 2023 12:38
To: parishclerk
Subject: garden update
Attachments: IMG-20231119-WA0001.jpg

Flag Status: Flagged

Hi Sophie,

The garden has done well through the summer and fall. A number of nice plants have come up that I didn't know were there. Having seen the whole year progress, I can now decide what to add. I've got a few things that I will plant this spring in the front area to add more interest in the fall, and some vertical structure. I would like to get an obelisk for the giant sweet pea so that it doesn't sprawl across the ground. I also put in some irises, a viburnum and geranium from my garden.

At some point it will be good to get another large order of mulch from Maddingly, probably February. I'll let you know.

Unfortunately, the waste bin has become a dumping ground for household waste (photo attached). I know this is a general problem in the village, but I thought I'd let you know.

Also, the neighbor to the left seems to think he can dump all the leaves from his drive into the garden; earlier this year he cut back a bunch of overhanging branches and threw them into the garden. This is technically illegal.

Best wishes,

Paul

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



PARISH - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 14 December

Location	Reported by	Notes	Actions	WHO?
Bug hotel	Wardens	Warden would like to build a 'bug hotel' as an addition to the cemeteries	Warden to investigate	Wardens
Inspection sheets - review	Wardens	Warden expressed a need to review the inspection sheets and activities	Office and Wardens to work through new sheets	Wardens / office
Bin replacement	Office	Rota of bin replacements across village to be confirmed	Office to progress with agreed bin replacement strategy	Office / Wardens

EXTERNAL - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 14 December

Details of work required	Reported by	Notes	Actions	WHO?
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. Update - very dangerous, seek private quote for work?	Highways
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 - Highways confirmed replace of Library sign on lamppost outside of Hub and possible alternative locations on A10 etc.	CCC
Station Road	Resident	Damage to barrier on corner of Station Road. Highways advised this should be reported to the EA.	Reported to EA.	EA
Lordship Drive	Resident	Missing sign - reported numerous times to county with no action	Office to continue following up with county	CCC
Grit bin replacement	Wardens	Chase CCC re grit bin replacement	Office to continue following up with county	CCC