

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 updaters 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 COMMITTEE
(District of South Cambridgeshire)

A meeting of the Maintenance Committee held on Thursday 19 October at 09:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

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

MAINTENANCE COMMITTEE: MINUTES

Meeting started 09.30

MA057/23 To receive and approve apologies for absence

None received

MA058/23 To receive any Declarations of Interest and Dispensations

None received

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

It was RESOLVED that the minutes of the Maintenance Committee Meeting held on 14 September 2023 were an accurate record.

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

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

None received

MA060/23 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

None in attendance

MA061/23 Finance Matters:

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

It was noted

MA062/23 Conservation Matters:

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

It was noted

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

River Mel Restoration Group updated committee on meetings with Environment Agency and works carried out by Rob Mungoven and the volunteers. It was noted that previously agreed grass cutting by access point is needed. ACTION: Parish Office to find out if the access point can be added to grass cutting contracts.

- c) To consider the planting location of two horse chestnut trees

The front on MVC identified as a possible location for planting. ACTION: Parish Office to contact MVC.

- d) Update from County Cllr Susan van de Ven on the prospective restoration of the Old Pond at Back Lane/High St junction for the purpose of capturing silt runoff

County Cllr Susan van de Ven was unable to attend the meeting, a brief update was received. There may be an opportunity for County funding for the project to reinstate the pond. It was noted that the liability for maintenance costs should be established. Feasibility discussions continue.

- e) To receive any other updates and consider actions

None received

MA063/23 Allotment Matters:

- a) To receive any updates and consider actions

Allotment Association confirmed that inspections have taken place and that the majority of the plots are being worked. There are five new tenants. Asbestos collection scheduled for next week. Delivery

of soil improver in August was well used by holders, AJ Grab Hire invoiced MPC for this delivery, which should have been paid for out of the Allotment Grant. ACTION: Parish Office to invoice Allotment Association for the amount.

Skip hire to still be arranged later in the year, to be paid for by the grant.

Plot 46b there are low hanging ash tree branches. ACTION: Parish Office to arrange for a survey of all the trees at the allotments.

Chris Selway (Allotment Association) left the meeting 09.55

MA064/23 Stockbridge Meadows:

- a) To discuss the application next steps for Nature Reserve status

Full Parish Council gave full support to move forward, meeting to be arranged with Maureen & Les Brierley & Keith Rudge to look over the management plan and calculate costs for year ahead.

Updated maps and images have been identified for use in the application, ready to finalise and send to Natural England for comment.

- b) To receive any other updates and consider actions

It was noted that the wild flower meadow has now been raked over, but will need cutting again. Depth measurements at the possible pond location trench show 10 – 12 inches of water, and it was suggested that options to protect wildlife from getting trapped be put in place. Measurements and observations to continue through the winter period.

It was noted that the dog fouling is a major issue, it was suggested to invest in new, bigger signs, and to push the social media campaign on dog fouling again. ACTION: Parish Office to investigate new signs and update social media channels.

Maureen Brierley & Les Brierley (RMRG) left the meeting 10.11

MA065/23 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.

Parish office to investigate suitability for a horse chestnut tree at Millenium Copse after suggestion to replace Guides Millenium Copse tree with one of the horse chestnuts that need planting. ACTION: Parish Office to contact Guides to discuss as we should follow their choice of tree type.

ACTION: Parish Office to investigate fire padlocks for the Moor access gates – and potentially other gates around the village.

ACTION: Wardens to make broken sluice valve markers safe.

ACTION: Parish Office to investigate who is maintaining the WonderPass between Melbourn & Meldreth.

- c) To receive any other updates and consider actions

None received

MA066/23 Cemetery Matters:

- a) To consider quotations for Saxon Burial memorial

Quotes and requirements considered.

ACTION: Parish Office to obtain updated quotes for buff sandstone, with same lettering and a visual of completed product.

- b) To consider options for cycle parking at New Road Cemetery

Options noted.

ACTION: Office to obtain quotes for installation of 4 soft ground hoops on grass area indicated.

- c) To receive any other updates and consider actions

It was noted that parking at the gate of New Road Cemetery is still an issue. ACTION: Cllrs and Office to investigate solutions.

MA067/23 Village Maintenance Matters:

- a) To consider clarified quotation for Worcester Way tree line works
It was RESOLVED to recommend the full tree line quote be accepted by full council.
Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.
- b) To receive an update regarding the fencing works between Worcester Way and the private farm land
Awaiting confirmation from County Farms as to next steps.
ACTION: Wardens to make the fence safe
- c) To consider quotations for cutting the Bowls Club hedge
It was RESOLVED to accept the quote from Greenland
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in Favour.
- d) To consider updates to bin proposal
It was RESOLVED to accept the bin replacement proposal. ACTION: Office to confirm bin type via email to Cllrs.
Proposed by Cllr Clark, seconded by Cllr Kilmurray. All in Favour.
- e) To consider quotations for safety improvements to Clear Crescent play park, following ROSPA report
Quotes were received from Wicksteed. One for parts, one for parts & labour and a further quote for the eco tumble matting.
ACTION: Parish office to obtain further quotes for the eco tumble matting.
It was RESOLVED to recommend approval of parts & labour quote from Wicksteed by full council.
Proposed by Cllr Kilmurray, seconded by Cllr Alexander. All in favour.
- f) To receive an update and consider a watering plan for planting trees along Cambridge Road
Deferred
- g) To consider offer of removal of rocks from Clear Crescent play park
Relocation considered. Further thought required. ACTION: Office to contact Shires to discuss
- h) To receive update on the street lighting along the access road to The Moor car park
It was noted that switches are being investigated by the Wardens. ACTION: It was noted that a flood light attached to Little Hands was strobing – investigate.
- i) To consider actions from road inspections report
It was noted
ACTION: Office to reinstate letter for residents that can be delivered by Wardens as and when needed.
- j) To receive any other updates and consider actions
None received

MA068/23 Pavilion Matters:

- a) To consider actions from the legionella report from 4i Water
Deferred – ACTION: Parish office to obtain quotes for suggested works
- b) To receive any other updaters and consider actions
It was noted that the porch lights are continually on. ACTION: Parish office to obtain quotes for the sensor controlling the lights to be moved.

MA069/23 Little Hands Matters:

- a) Update on RAAC inspection at Little Hands
Unable to contact Little Hands to carry out inspection ACTION: Cllr Clark to speak directly to Little Hands.
- b) To receive any updates and consider actions
None received

MA070/23 Policies and Risk Assessments

- a) To consider impact of new fire safety guidance in force from 1st October on Parish buildings
It was noted
- b) To consider any updates and consider actions
None received

MA071/23 Skate Park Working Party (SPWP)

- a) To receive any updates and consider actions
Resident wants to join the SPWP, which will reconvene in the new year.

MA072/23 Outstanding Maintenance Issues: To consider the status of the job spreadsheet
It was noted

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

- a) To consider the purchase of equipment for Wardens
Deferred – ACTION: Parish Office to put equipment list together

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

The date of the next meeting was noted as Thursday 23 November 2023.

Meeting closed at 11.25

DRAFT

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		850	
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		400	
1100	Conservation - tree survey & Tree works	6,160	784	5,376	
1100	Conservation - emergency tree works	3,300	380	2,920	
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	-	13,651
	<u>Cemeteries</u>				
2000/1	Orchard Road - electricity	200	55	9	136
2000/1	Orchard Road - water	100		51	49
2000/1	Orchard Road Lychgate - recoat main walls (£835) and gates (£415)	1,000			1,000
2000/1	Orchard Road - Electrical Testing	170			170
2000/1	Orchard Road - unplanned (eg path cleaning)	425	235		190
2000/2	New Road - water	135	45		90
2000/2	New Road - tree & hedge work, soil store, path edging	990			990
2000/2	New Road - unplanned	500			500
		3,520	335	60	3,125
	<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	(194)	281
3200	Recreation Ground - pest treatment	500			500
3200	Recreation Ground - unplanned	2,500	720		1,780
					Vertridrain Rec
3400	Pavilion - cleaning	1,100	458	70	572
3400	Pavilion - electricity	2,400	1,355		1,045
3400	Pavilion - water	100			100
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	1,050	696		354
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)
		13,085	5,013	(124)	8,196
	<u>Finance & General Purpose</u>				
4300/2	Wardens' materials (mower fuel, spare parts, materials)	680	751		(71)
4300/3	Wardens' equipment	500	319		181
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,450	1,245		205
4900	Parish Clock - service	200	215		(15)
4900	Parish Clock - repairs	215			215
5000/9	Litter picking & warden cover	6,300	1,634	219	4,447
7100	Car park workshop - water	205	109	4	92
7100	Car park workshop - electricity	2,700	446	(81)	2,334
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	4,719	142	8,334	
	<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		-	
		6,550	5,225	-	1,325	
	Total Maintenance (excluding grounds maintenance contracts)	54,010	19,301	78	34,631	
	<u>Grounds Maintenance Contracts</u>					
1200	Grass cutting contract - verges/Hub etc (£622.50 x 12)	7,470	3,735	623	3,113	
1200	Grass cutting contract - extra cuts x 2	1,200		300	900	
1300	Public Open Space - maintenance (£460 per month)	5,520	2,760	460	2,300	
1300	Public Open Space - additional work (leaf/hedge works etc)	900		360	540	
2100	Cemeteries (£405.83 x 12) + £1,000 for extra hedge work in new contract	4,870	2,435	406	2,029	
2100	Cemeteries - extra cuts (£360 x 2)	720		260	460	
3200	Recreation Grounds (£755 per month)	9,060	4,530	755	3,775	
3200	Recreation Grounds - extra cuts (£130 x 2)	260		130	130	
		30,000	13,460	3,293	13,247	



Herts & Cambs Ground Maintenance Ltd

SUMMER HOUSE FARM NEW ROAD, MELBOURN
ROYSTON, Hertfordshire, SG8 6DL
United Kingdom

Telephone 07968 365833 **Email** justin@hcgmltd.co.uk

VAT Registration Number
GB 987421972

Invoice To

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, Royston
Herts
SG8 6DZ

Customer

Melbourn Parish Council

Invoice Number

SI-2920

Invoice Date

17/11/2023

Due Date

17/12/2023

Description	Net	% VAT	VAT	Total
Clear leaves from pitch on Old Rec	100.00	20.00	20.00	120.00

VAT Rate	Net	VAT	Total Net	Total VAT	Total
Standard 20.00% (20.00%)	£100.00	£20.00	100.00	20.00	£120.00

Notes

Bank Account Details: -
Sort Code: 30-97-16
Account Number: 24993668

Terms and Conditions

Payment Terms: Net 30 Days





Herts & Cambs Ground Maintenance Ltd

SUMMER HOUSE FARM NEW ROAD, MELBOURN
ROYSTON, Hertfordshire, SG8 6DL
United Kingdom

Telephone 07968 365833 **Email** justin@hcgmltd.co.uk

VAT Registration Number
GB 987421972

Invoice To

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, Royston
Herts
SG8 6DZ

Customer

Melbourn Parish Council

Invoice Number

SI-2902

Invoice Date

10/11/2023

Due Date

10/12/2023

Description	Net	% VAT	VAT	Total
Cut of Rec and Old Rec	130.00	20.00	26.00	156.00
Cut of Cemeteries	260.00	20.00	52.00	312.00
Cut of Grassed Areas	300.00	20.00	60.00	360.00

VAT Rate	Net	VAT	Total Net	Total VAT	Total
Standard 20.00% (20.00%)	£690.00	£138.00	690.00	138.00	£828.00

Notes

Bank Account Details: -
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SUMMER HOUSE FARM NEW ROAD, MELBOURN
ROYSTON, Hertfordshire, SG8 6DL
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Telephone 07968 365833 **Email** justin@hcgmltd.co.uk

VAT Registration Number
GB 987421972

Invoice To

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, Royston
Herts
SG8 6DZ

Customer

Melbourn Parish Council

Invoice Number SI-2912

Invoice Date 10/11/2023

Due Date 10/12/2023

Description	Net	% VAT	VAT	Total
Cut Orchard Road Cemetery, New Road Cemetery, Church, Cross, grassed areas and play aera	360.00	20.00	72.00	432.00

VAT Rate	Net	VAT	Total Net	Total VAT	Total
Standard 20.00% (20.00%)	£360.00	£72.00	360.00	72.00	£432.00

Notes

Bank Account Details: -
Sort Code: 30-97-16
Account Number: 24993668

Terms and Conditions

Payment Terms: Net 30 Days



Monthly water situation report: East Anglia

1 Summary - October 2023

After a warm, generally dry first week, a succession of weather fronts between 11 and 13 October brought significant rainfall totals across East Anglia. That rainfall led to saturated near-surface soil conditions, even while a soil moisture deficit remained at depth. Storm Babet followed between 18 and 20 October, bringing flooding in numerous catchments across the Area. Several flow gauging stations indicated flow responses close to, or even exceeding, their highest flows on record. The weather then remained wet for the rest of the month, leading to it provisionally being the joint second wettest October in East Anglia from records dating back to 1871.

1.1 Rainfall

The weather fronts between the 11 and 13 October brought rainfall totals of typically 30 mm to 50 mm across East Anglia, except in South Essex where it was drier. After four days of respite, Storm Babet brought totals of typically between 50 mm and 80 mm between 18 and 20 October to much of central and northern East Anglia. Some individual raingauges recorded in excess of 100 mm between those dates. The west and south of East Anglia were drier, with totals between 30 mm and 50 mm from the storm.

Following Storm Babet, the rest of the month remained wet, with further rainfall totals of between 20 mm and 50 mm between 23 October and the end of the month. Overall totals in most catchments ranked among the highest three October rainfall totals from records dating back to 1871. Rainfall in the Norfolk, Suffolk and North Essex catchments was particularly noteworthy, at typically 150 mm to 160 mm for the month overall.

1.2 Soil moisture deficit and recharge

The high rainfall totals during October brought a sharp decline in soil moisture deficit through the month. The MORECS figures still show some deficits, most notably in South Essex where the rainfall totals have been markedly lower during the autumn. Close to the surface, however, soils were saturated by the end of October.

1.3 River flows

Baseflows recorded during the first third of the month were generally in the normal range. There was then a significant rise in response to rainfall between the 11 and 13 October at those gauging stations with significant urban runoff. Baseflow-dominated catchments showed only minor responses, indicating that most rainfall from that event was going towards satisfying the shallow soil moisture deficit.

That earlier rainfall primed the Area's catchments and made the flow responses to Storm Babet much larger. Across several catchments in Suffolk and South Norfolk, the peak water levels recorded were close to, or higher than, the highest water levels in their gauged records. The flows derived from those water level readings were generally beyond the rating limit of the gauging stations, with widespread bypassing and drowning of weirs. There was property flooding at various locations across the Area.

1.4 Groundwater levels

Recharge was evident at some boreholes by the end of the month and is likely to be apparent in most, if not all, indicator sites in the coming weeks. There were some unusually large recharge responses in some boreholes resulting from the heavy rainfall. Boreholes in Norfolk which have been recording lower-than-normal groundwater levels are likely to record higher levels in the coming months. The recharge season here has begun earlier than usual.

1.5 Reservoir stocks

Public water supply reservoir storage levels are generally healthy for the time of year.

1.6 Forward look

1.6.1 Probabilistic ensemble projections for river flows at key sites

Following the wet month and the relatively early start to the recharge season across much of the Area, the river flow projections are showing a bias towards above-average flows by December 2023 and March 2024.

1.6.2 Probabilistic ensemble projections for groundwater levels in key aquifers

Groundwater levels are generally showing a bias towards higher levels in the coming months.

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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.

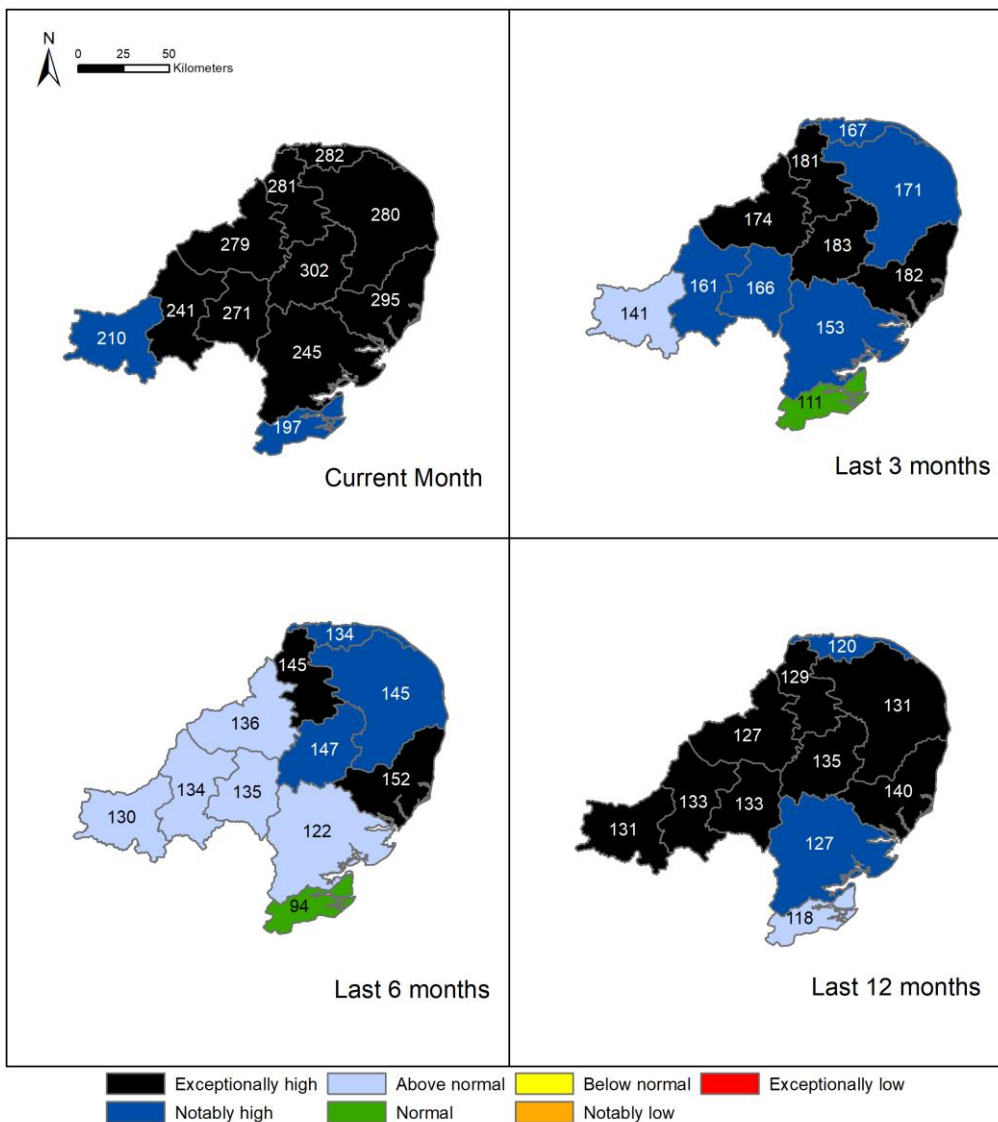
*[SMD]: soil moisture deficits

*[LTA]: long term average

2 Rainfall

2.1 Rainfall map

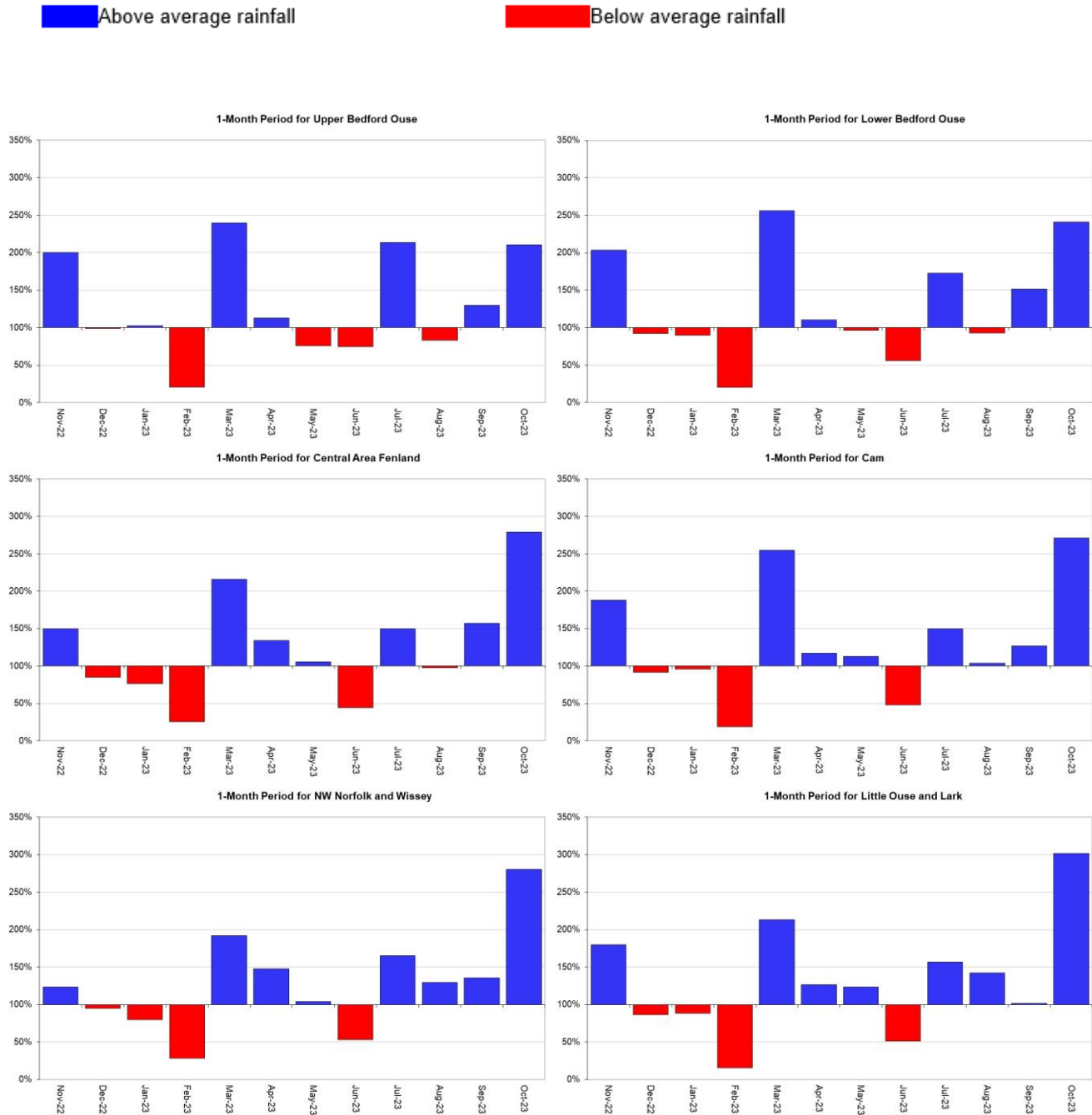
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 31 October 2023), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals.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

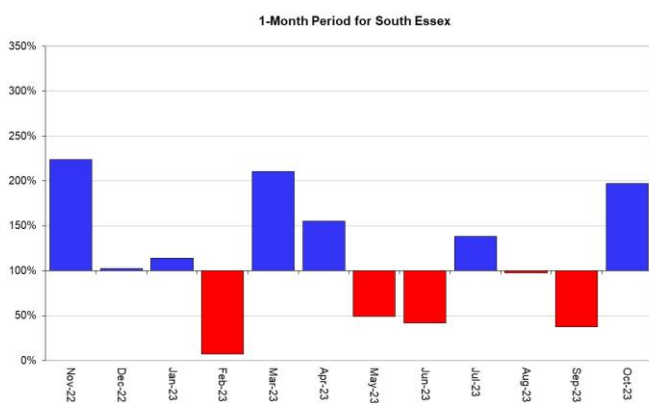
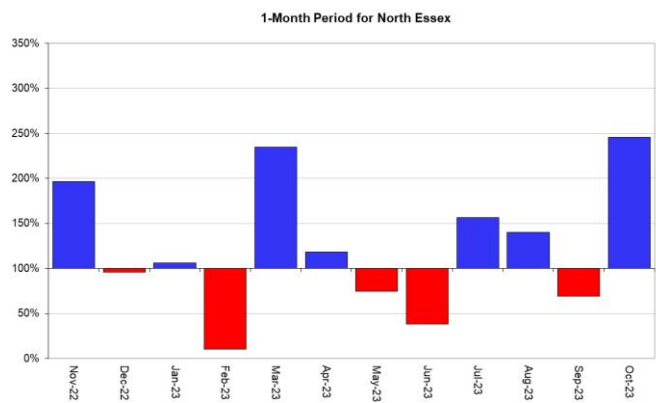
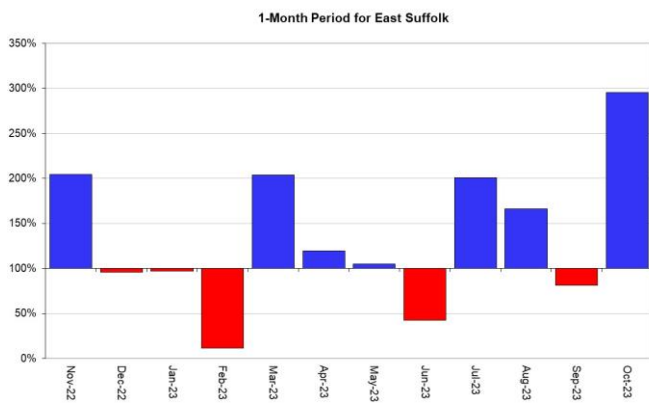
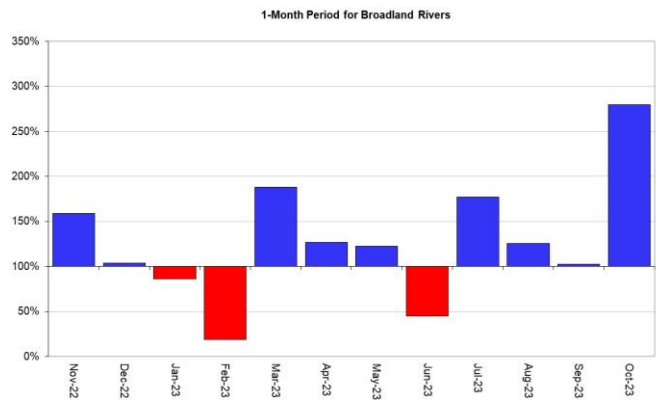
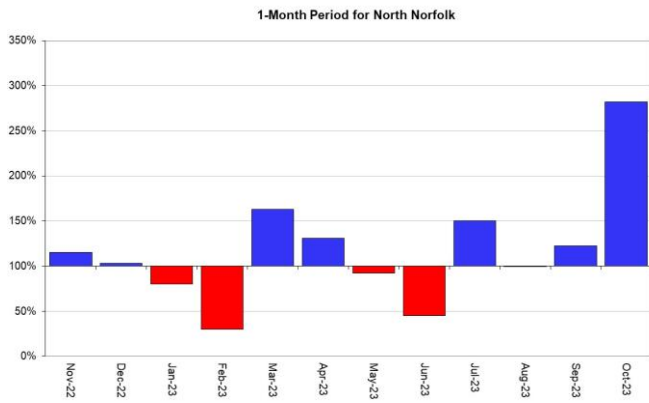


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2023). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved.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

2.2 Rainfall charts

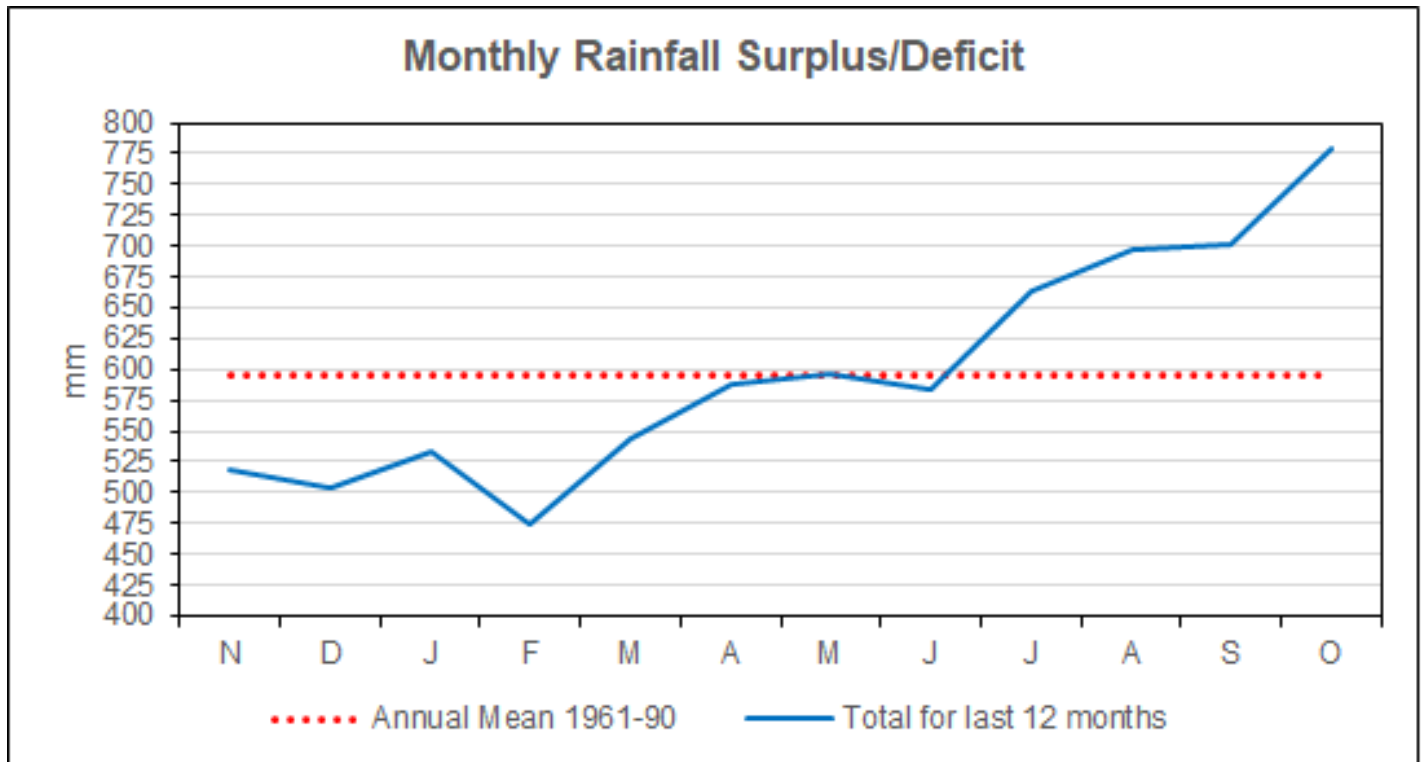
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1961 to 1990 long term average for each region and for England.





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

2.3 Monthly rainfall surplus deficit chart

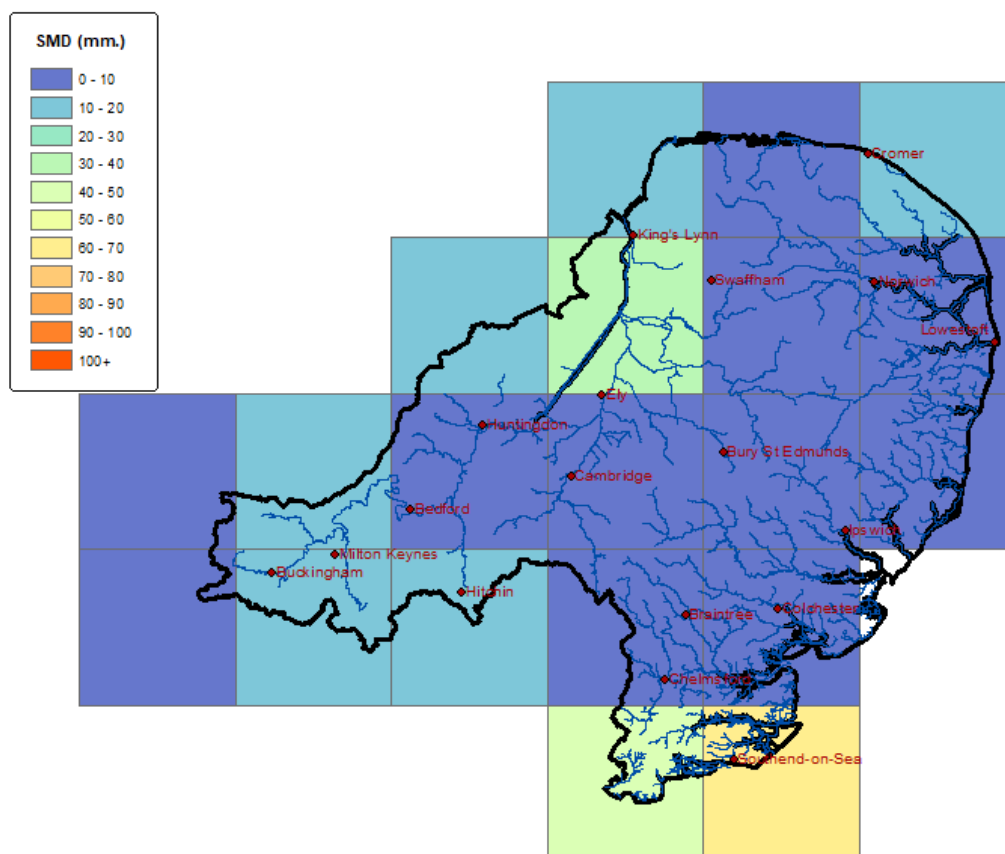


HadUK rainfall data. (Source: Met Office. Crown copyright, 2023).

3 Soil moisture deficit

3.1 Soil moisture deficit map

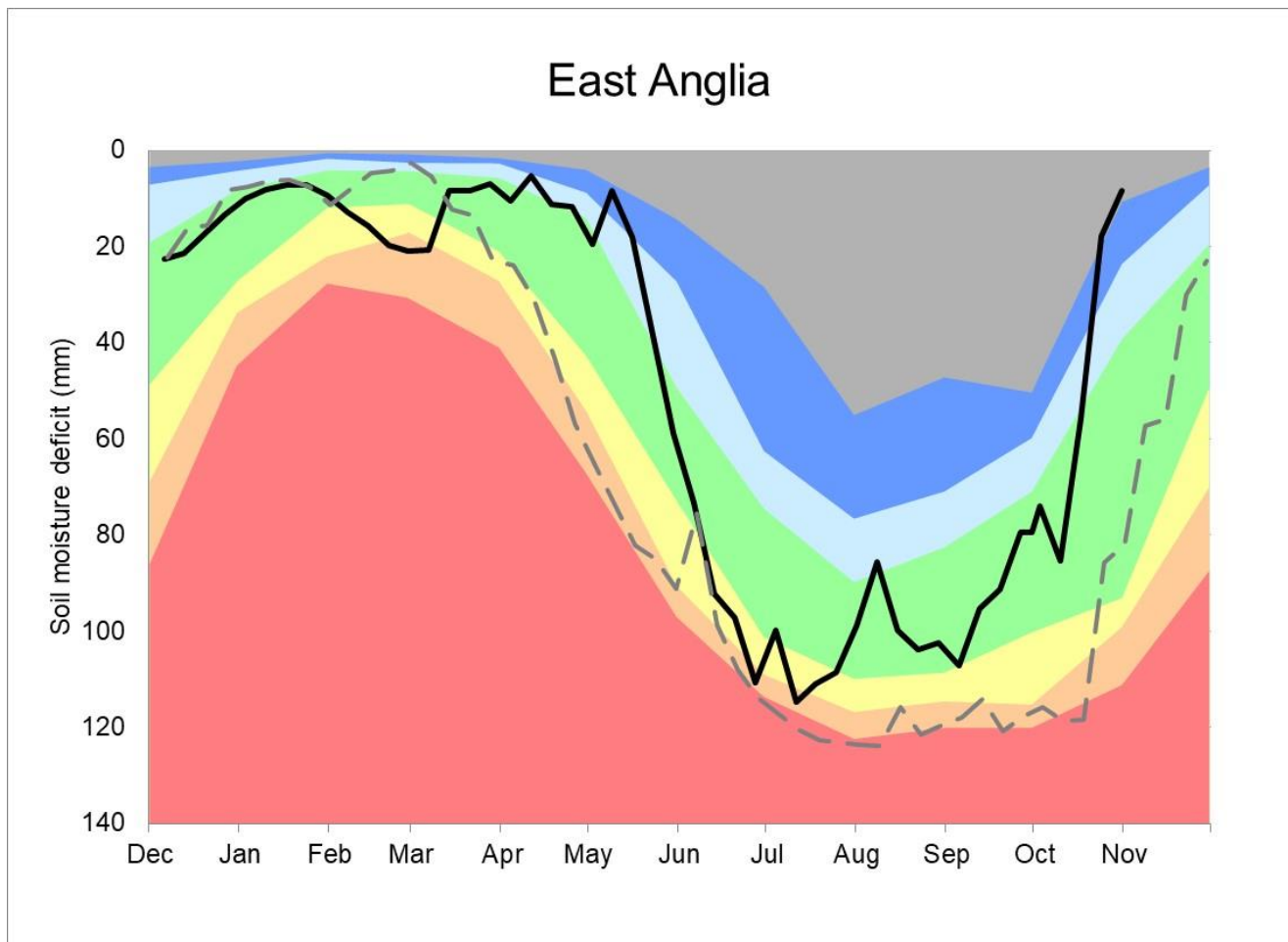
Figure 3.1: Soil moisture deficit values for 31 October 2023. Values based on the weekly MORECS data for real land use.



(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.

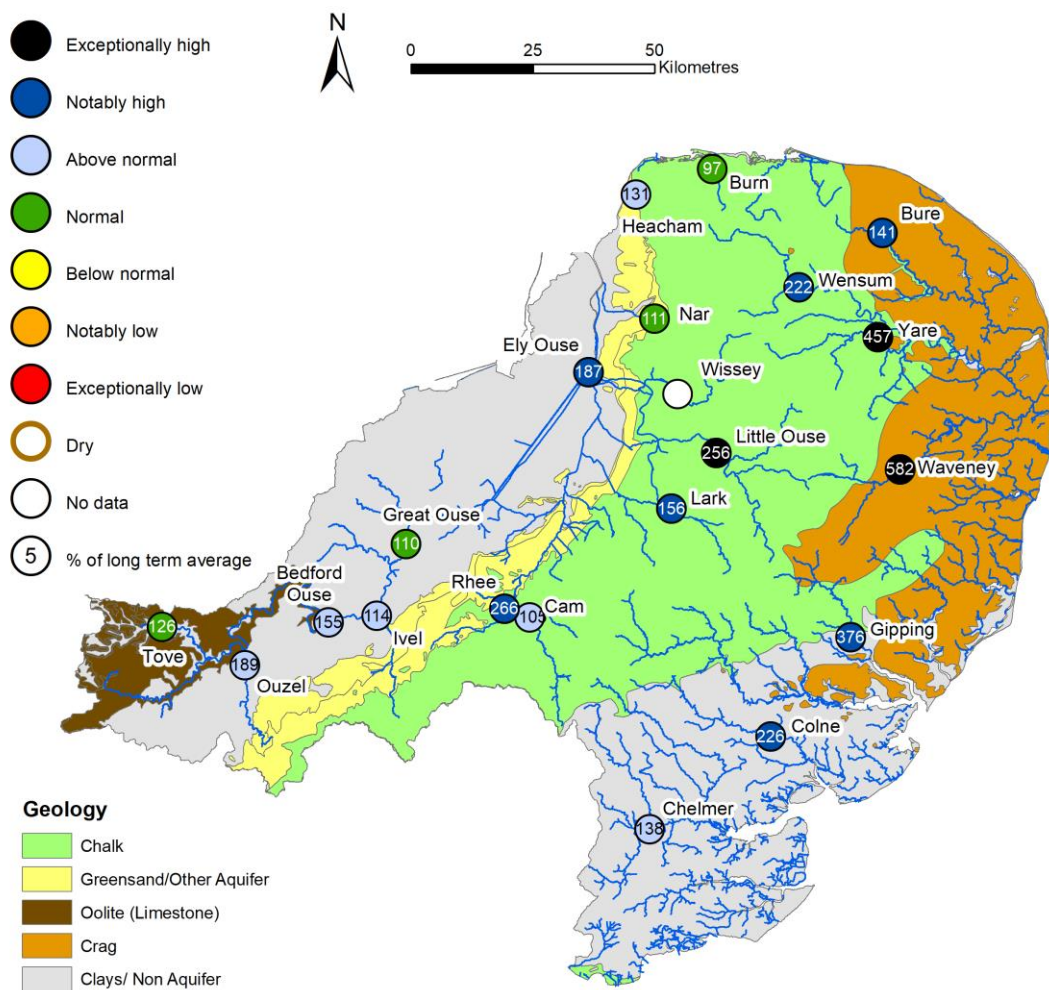


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4 River flows

4.1 River flows map

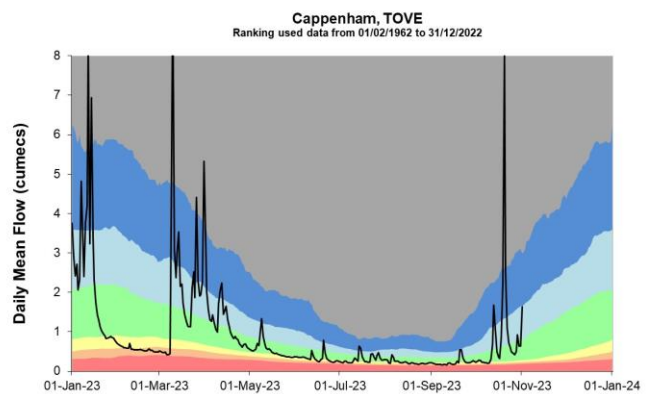
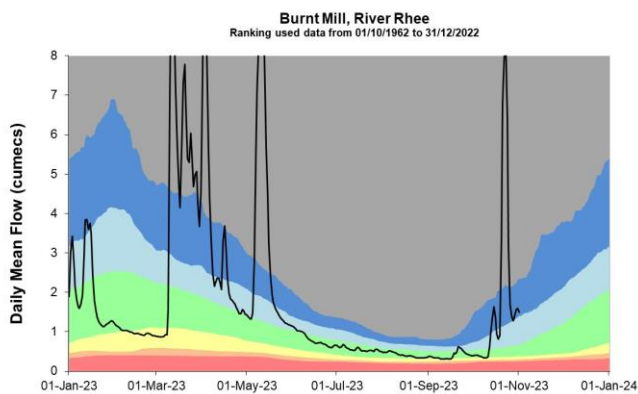
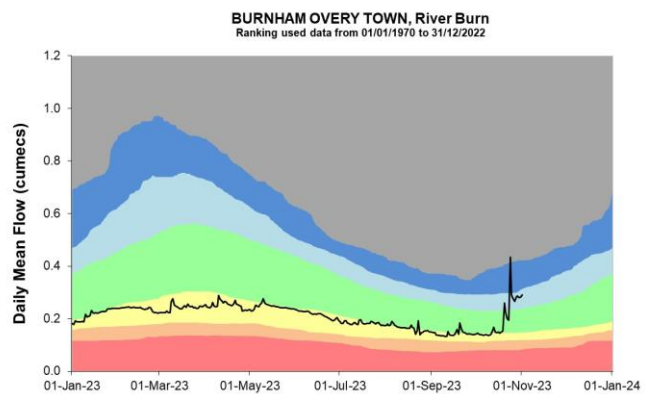
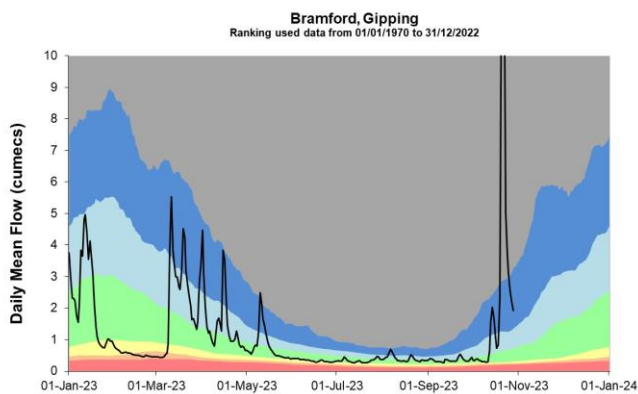
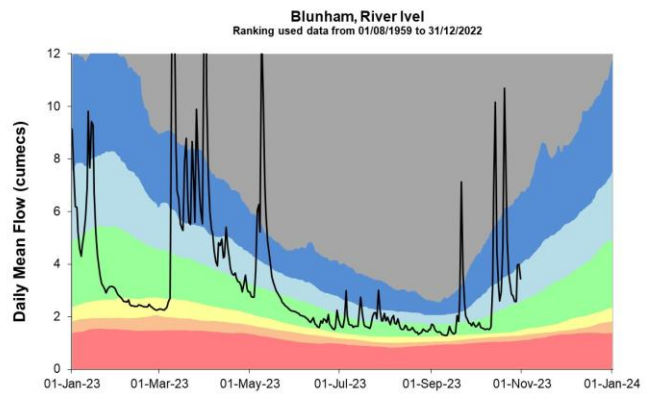
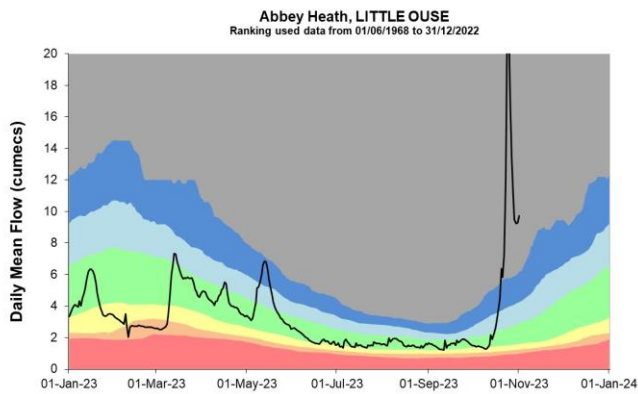
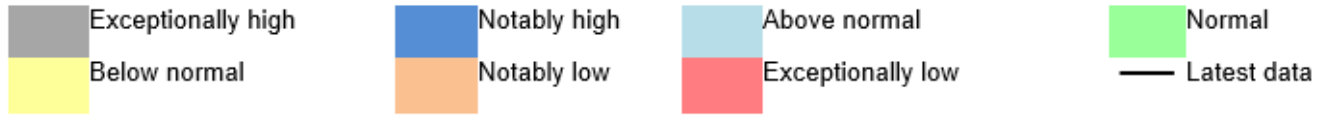
Figure 4.1: Monthly mean river flow for indicator sites for October 2023, expressed as a percentage of the respective long term average and classed relative to an analysis of historic October monthly means Table available in the appendices with detailed information.

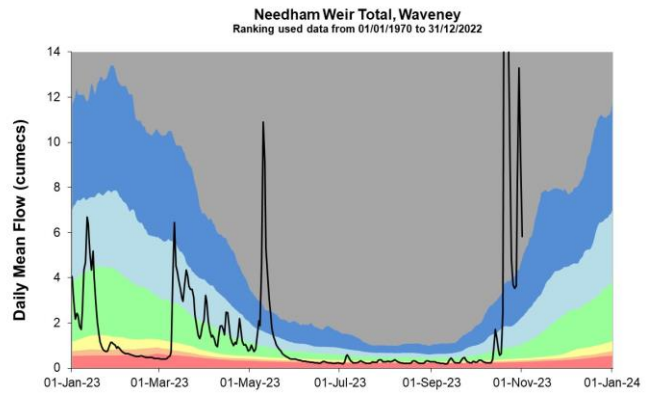
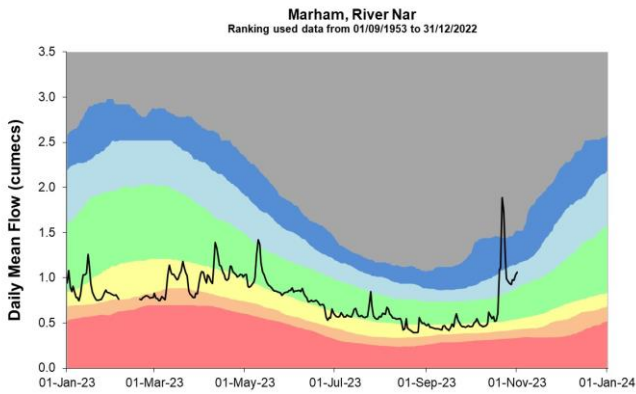
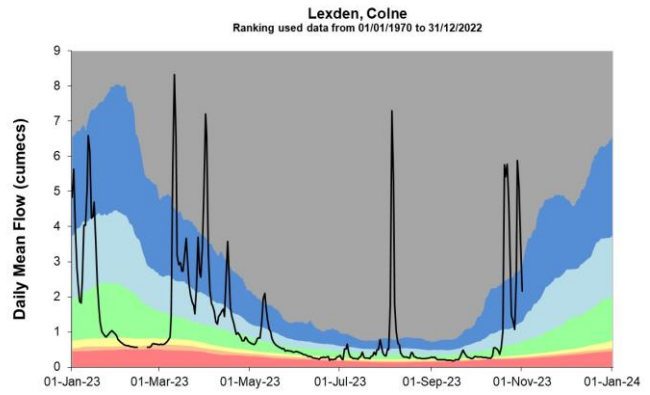
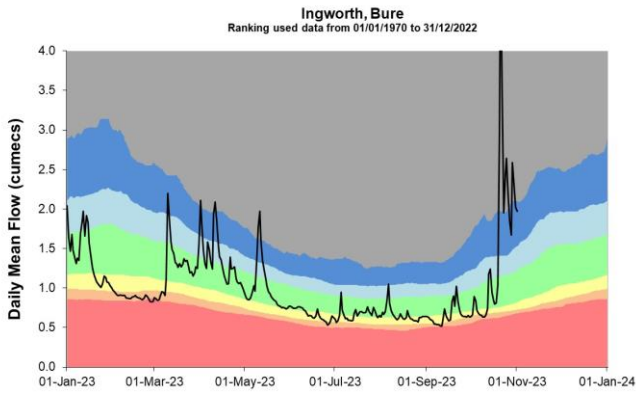
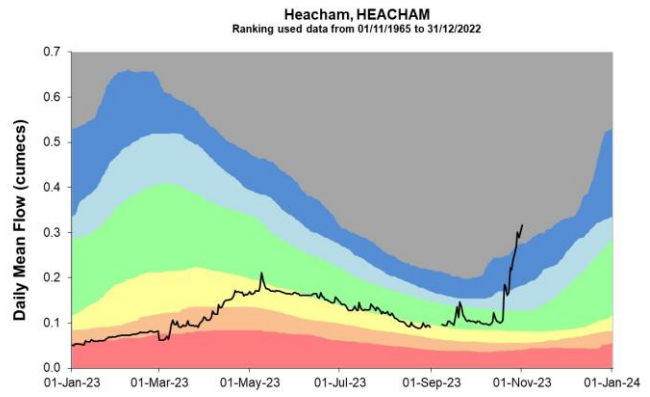
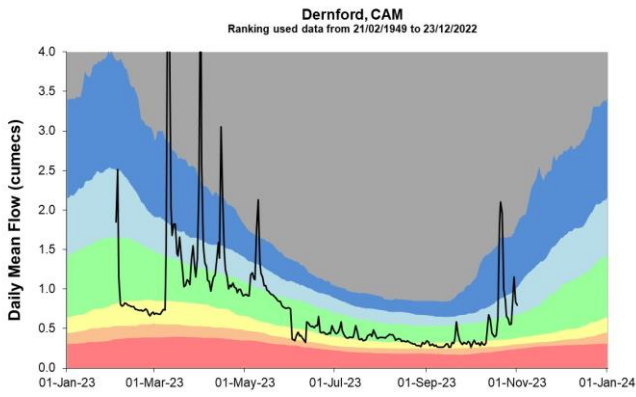
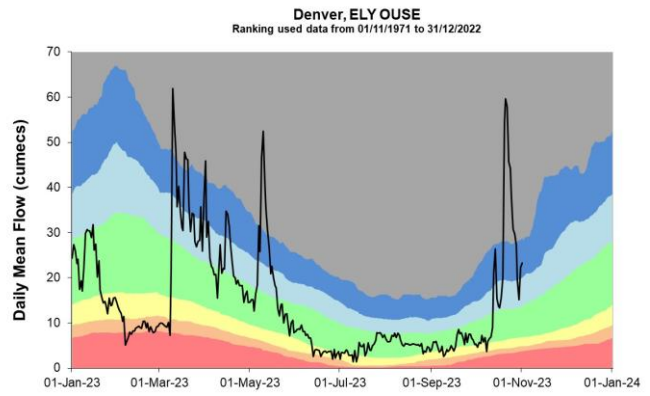
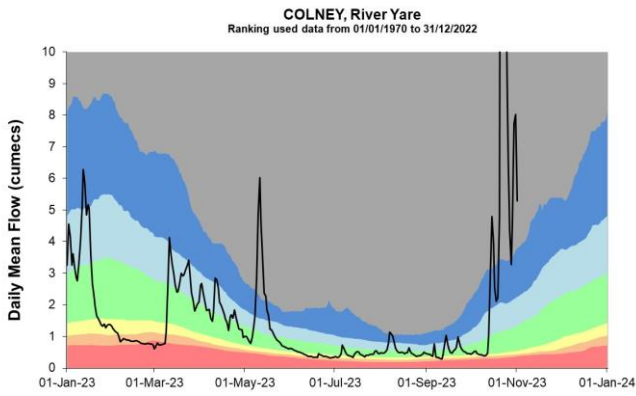


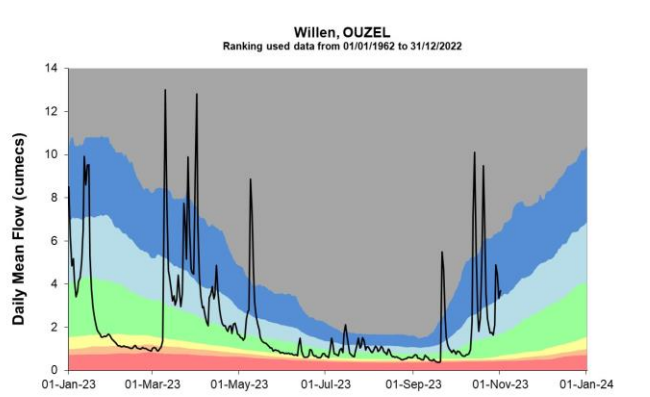
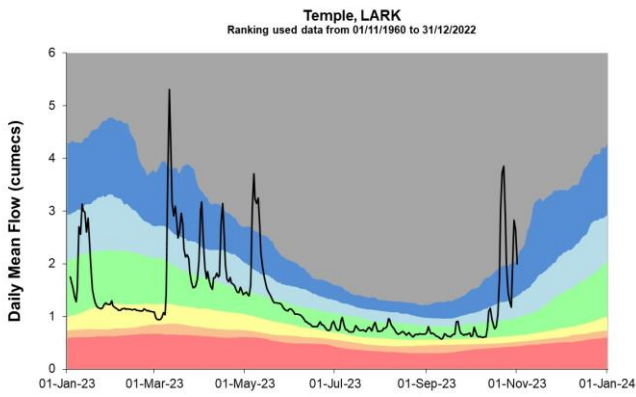
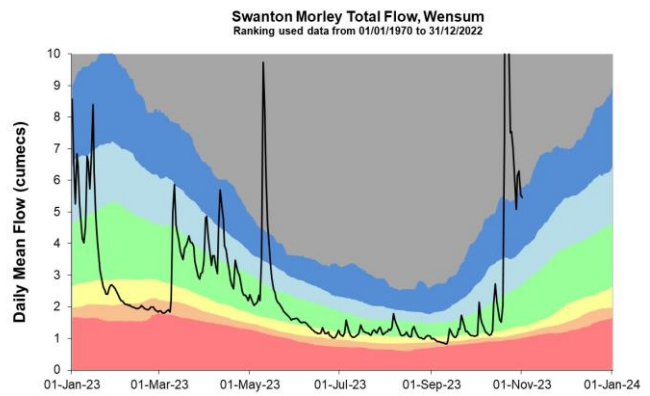
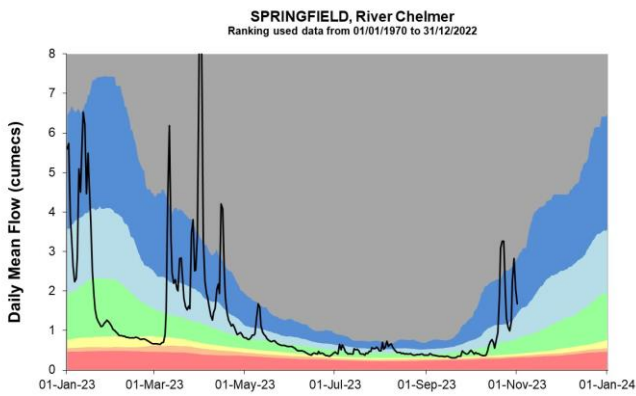
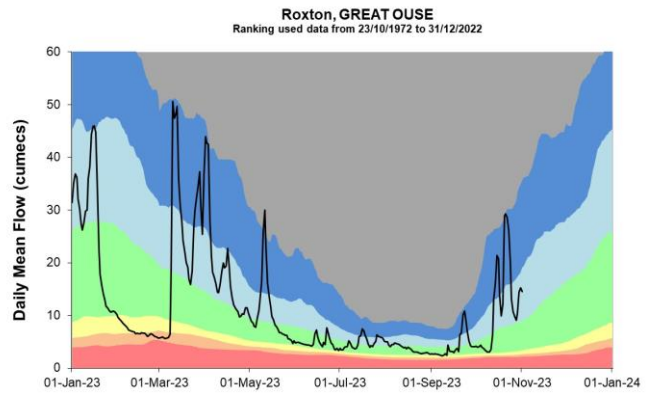
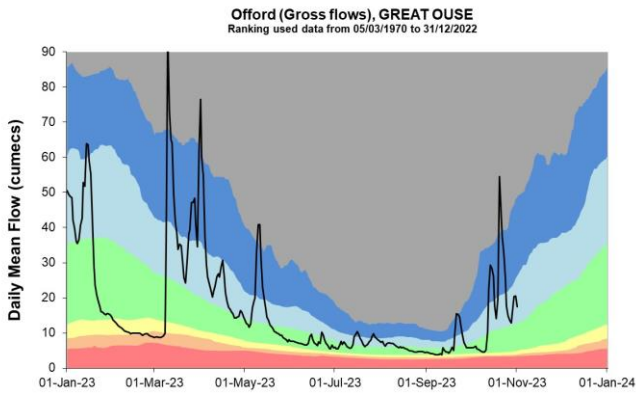
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2023.

4.2 River flow charts

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





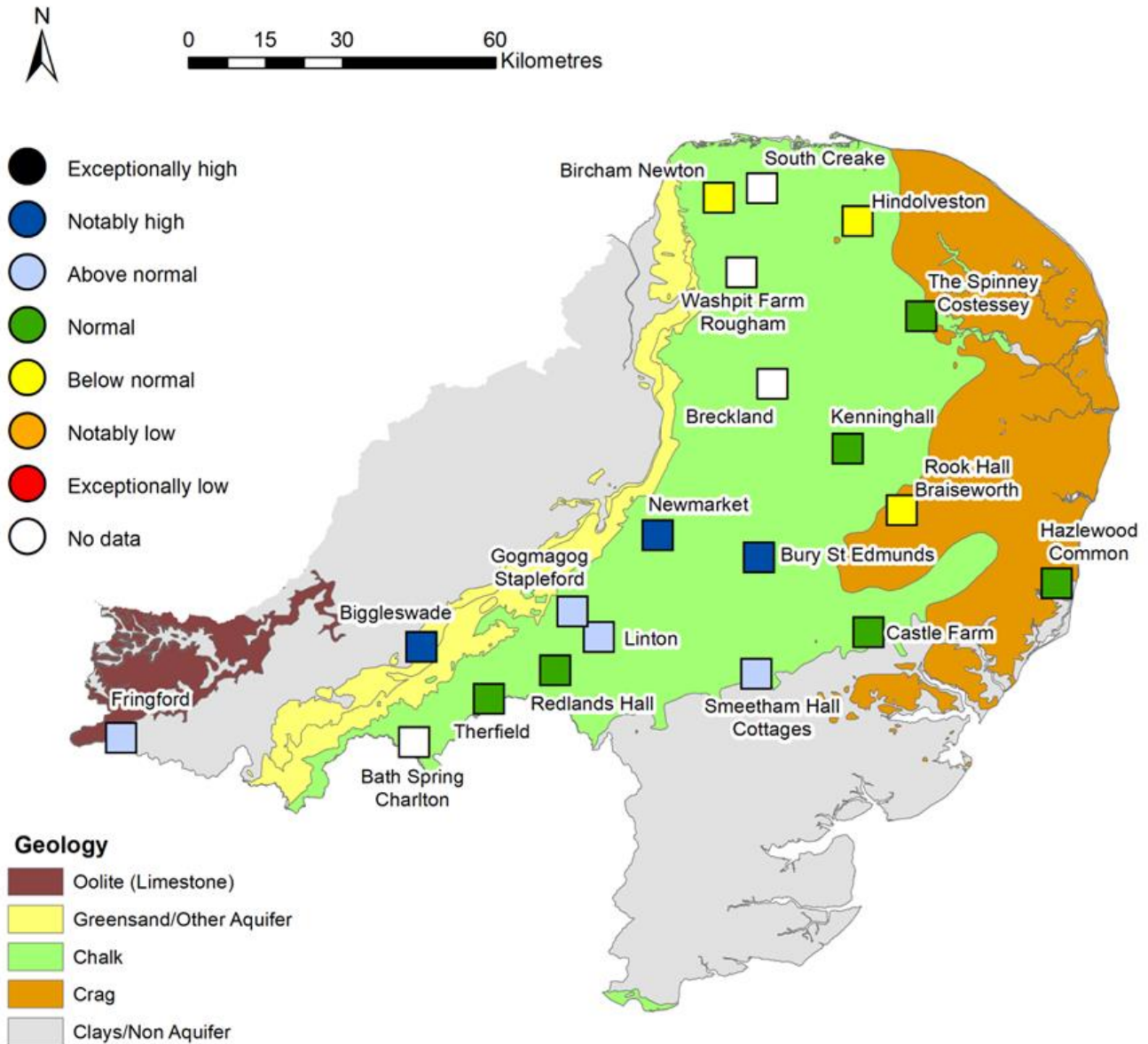


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

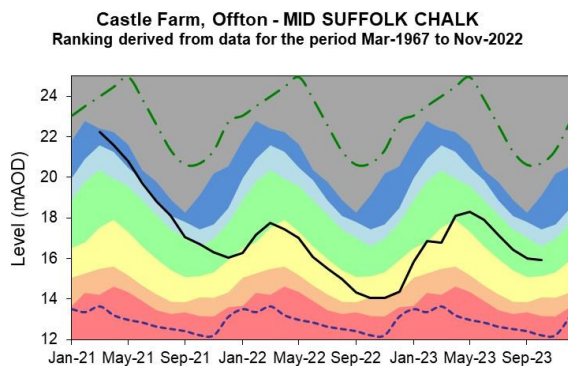
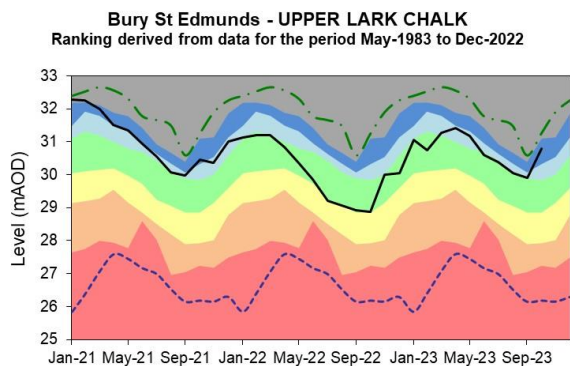
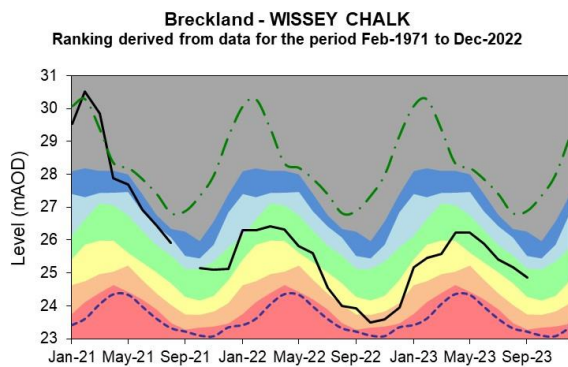
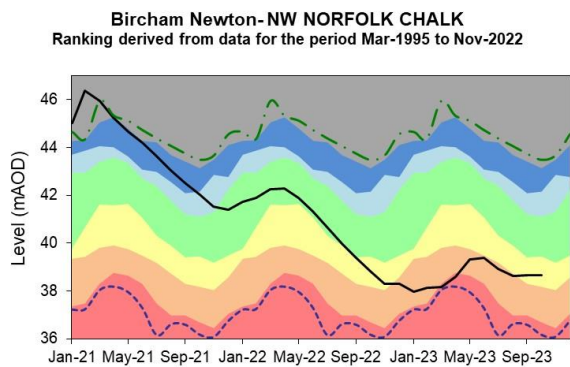
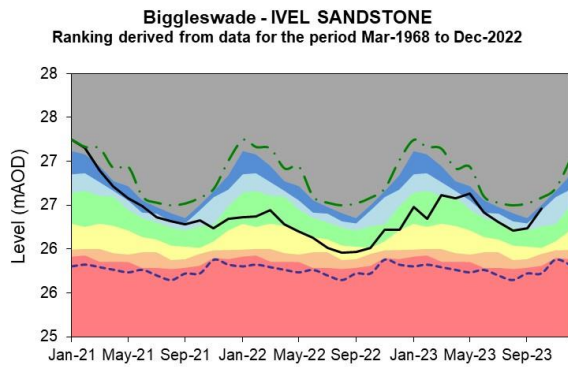
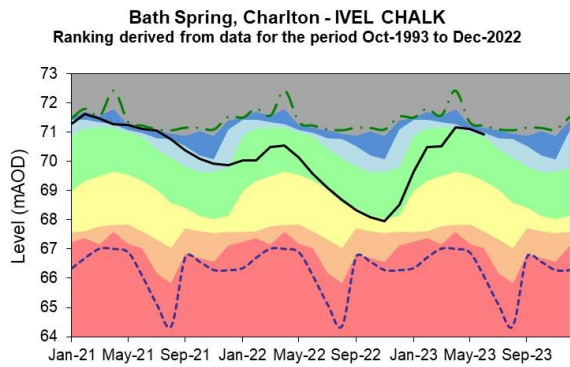
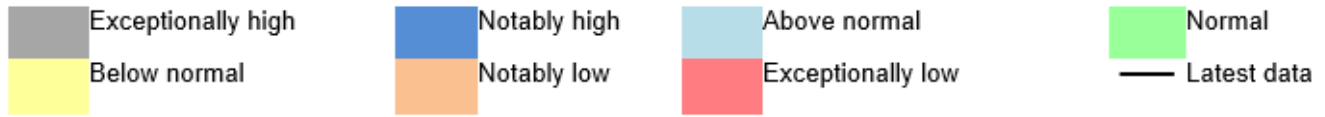
Figure 5.1: Groundwater levels for indicator sites at the end of October 2023, classed relative to an analysis of respective historic October levels. Table available in the appendices with detailed information.



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

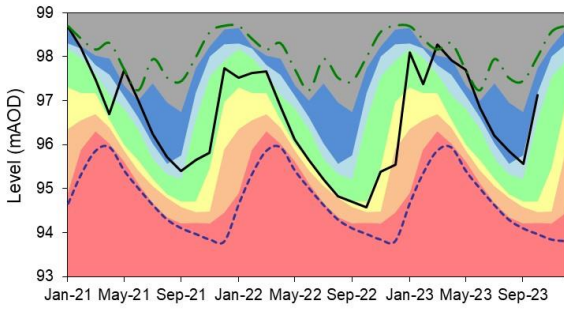
5.2 Groundwater level charts

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



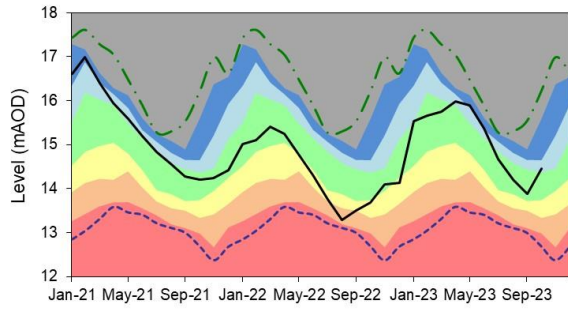
Fringford - GREAT OOLITE

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



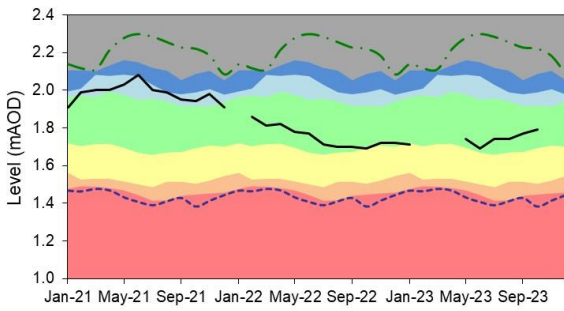
Gog Magog, Stapleford - CAM CHALK

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



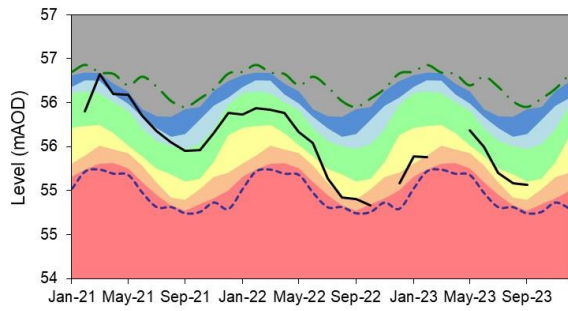
Hazlewood Common - SUFFOLK CRAG

Ranking derived from data for the period Oct-1988 to Nov-2022



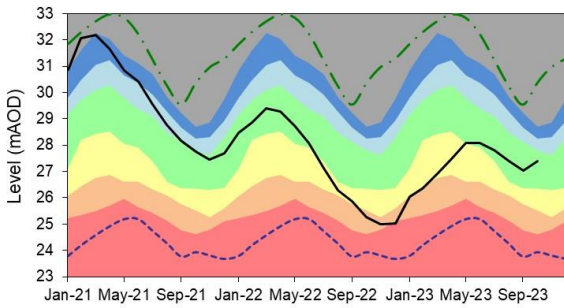
Hindolveston - NORFOLK CHALK

Ranking derived from data for the period Sep-1984 to Dec-2022



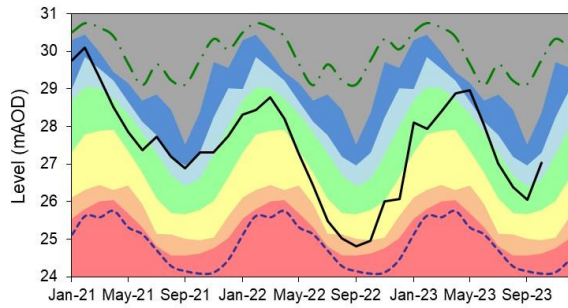
Kenninghall - LITTLE OUSE CHALK

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



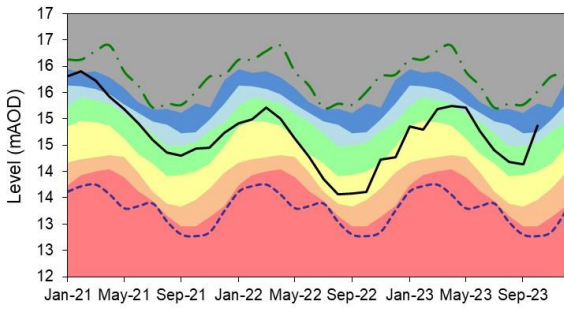
Linton - CAM CHALK

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



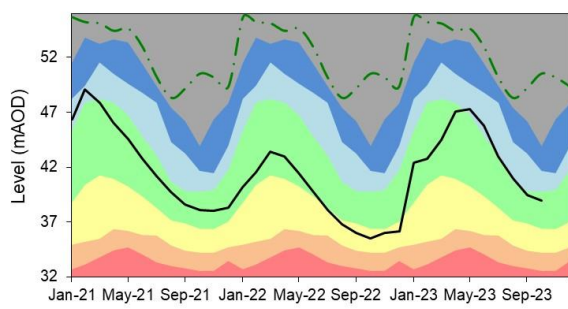
Newmarket - SNAIL CHALK

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

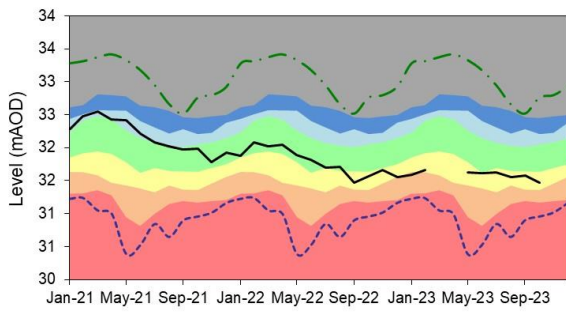


Redlands Hall, Ickleton - CAM CHALK

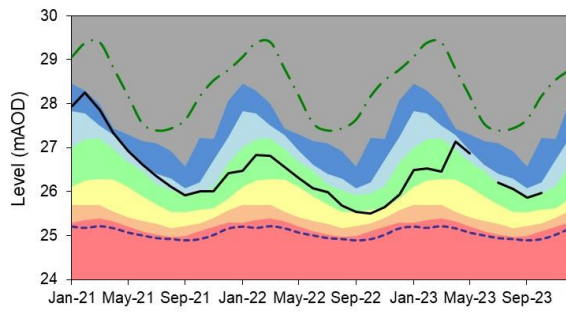
Ranking derived from data for the period Aug-1963 to Dec-2022



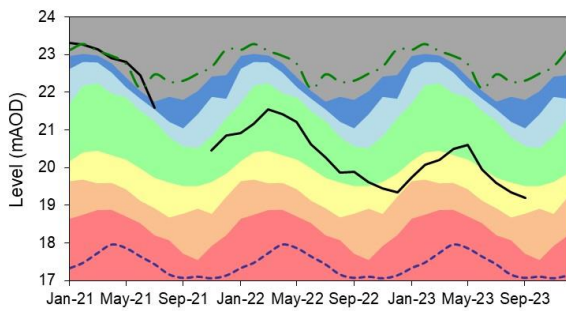
Rook Hall, Braiseworth-SUFFOLK CHALK
 Ranking derived from data for the period Jan-1980 to Dec-2022



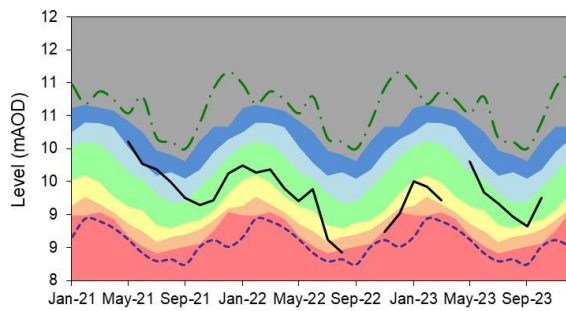
Smeetham Hall Cottages, Bulmer - ESSEX CHALK
 Ranking derived from data for the period Jan-1964 to Jul-2022



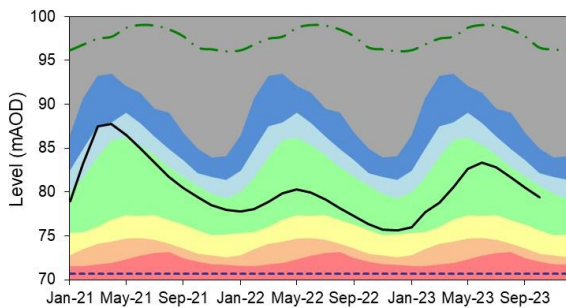
Old Primary School, South Creake, NORFOLK CHALK
 Ranking derived from data for the period Oct-1971 to Aug-2021



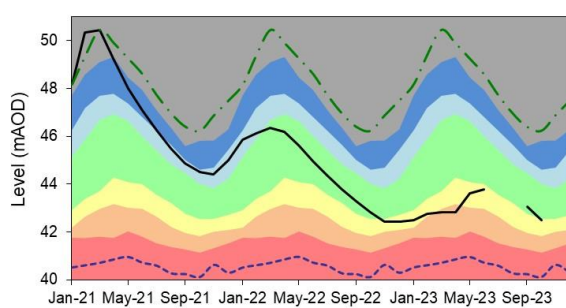
The Spinney, Costessey- WENSUM CHALK
 Ranking derived from data for the period Oct-1971 to Dec-2022



Therfield Rectory - N HERTS CHALK
 Ranking derived from data for the period Jan-1883 to Dec-2022



Washpit Farm, Rougham - NW NORFOLK CHALK
 Ranking derived from data for the period May-1950 to Dec-2022

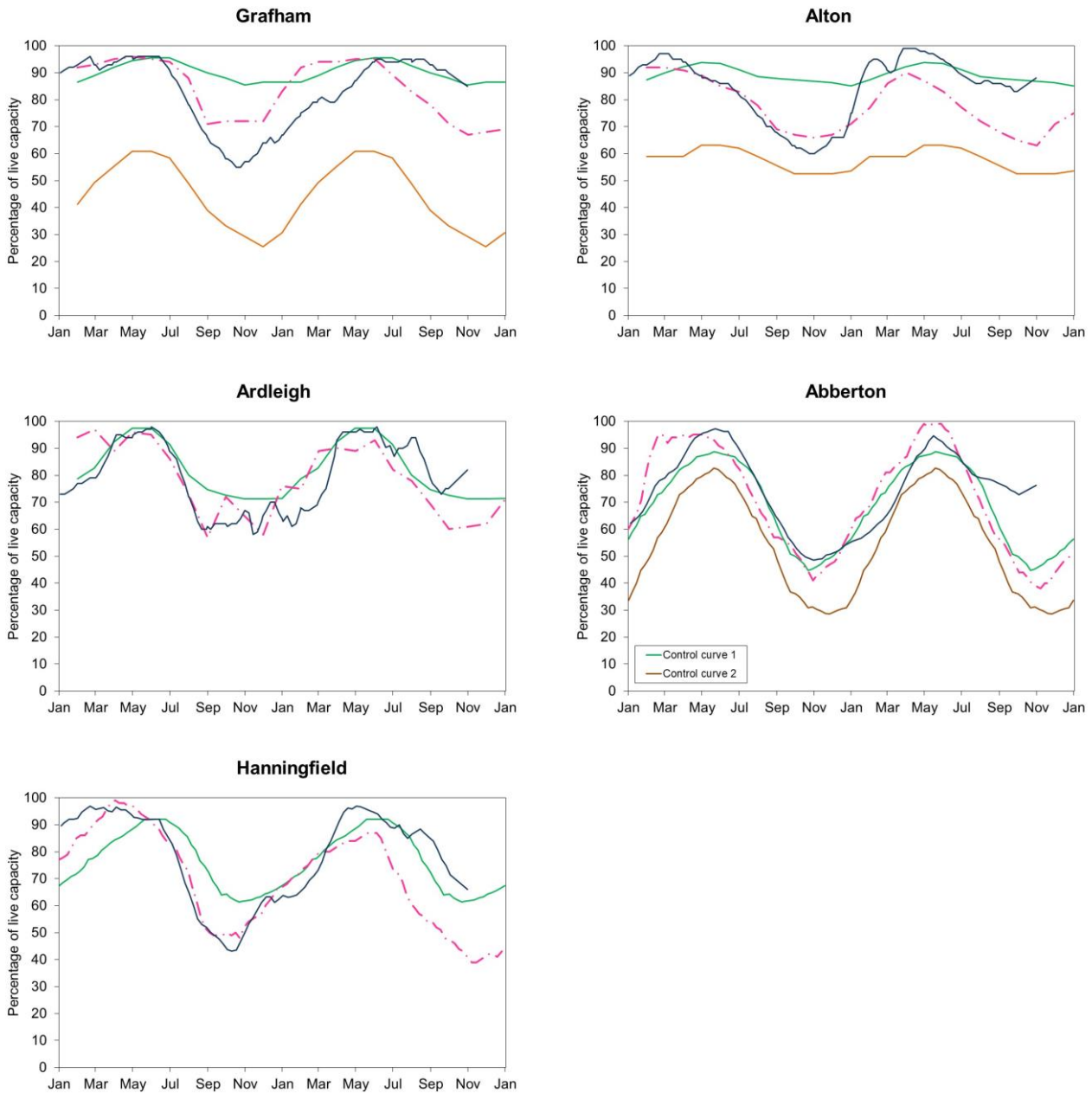


Source: Environment Agency, 2023.

6 Reservoir stocks

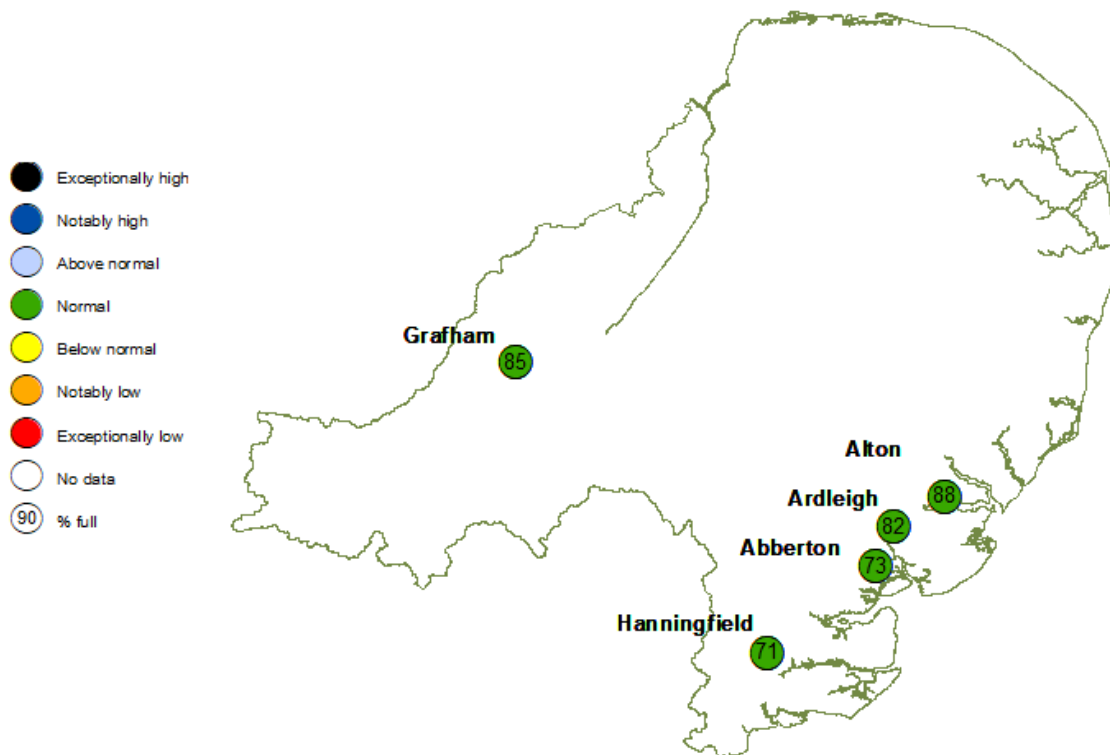
Figure 6.1: End of month regional reservoir stocks compared to the normal operating curve, drought curve and dry 1995-1996 stocks. Note: Historic records of individual reservoirs and reservoir groups making up the regional values vary in length.

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



(Source: water companies).

6.1 Reservoir stocks map

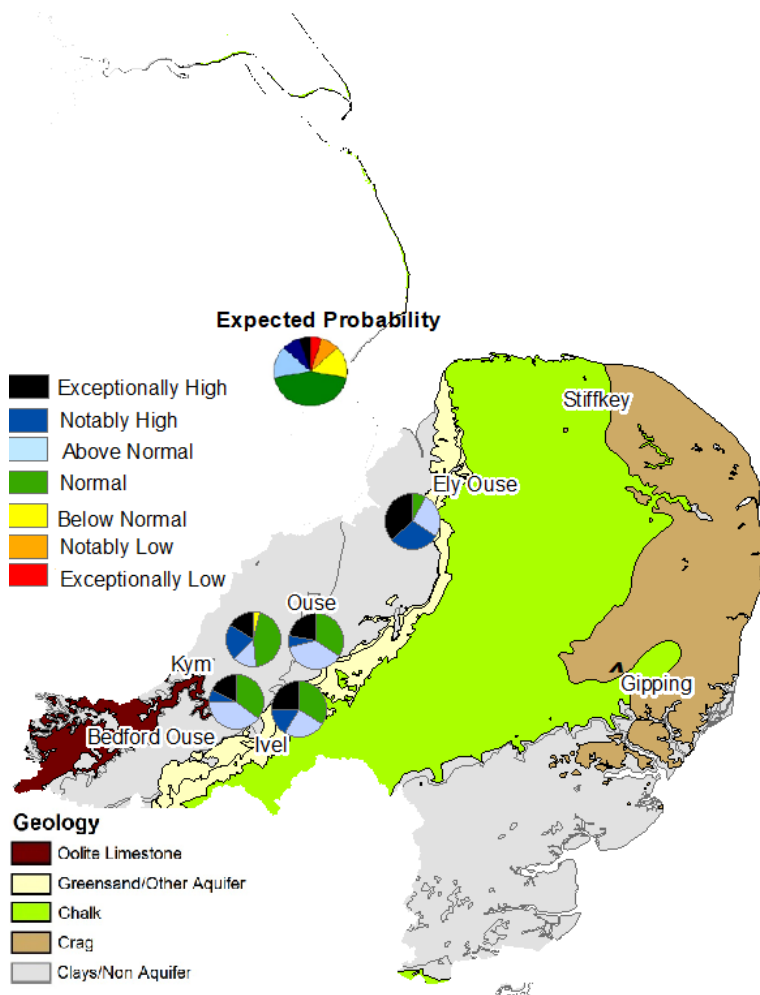


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7 Forward look

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

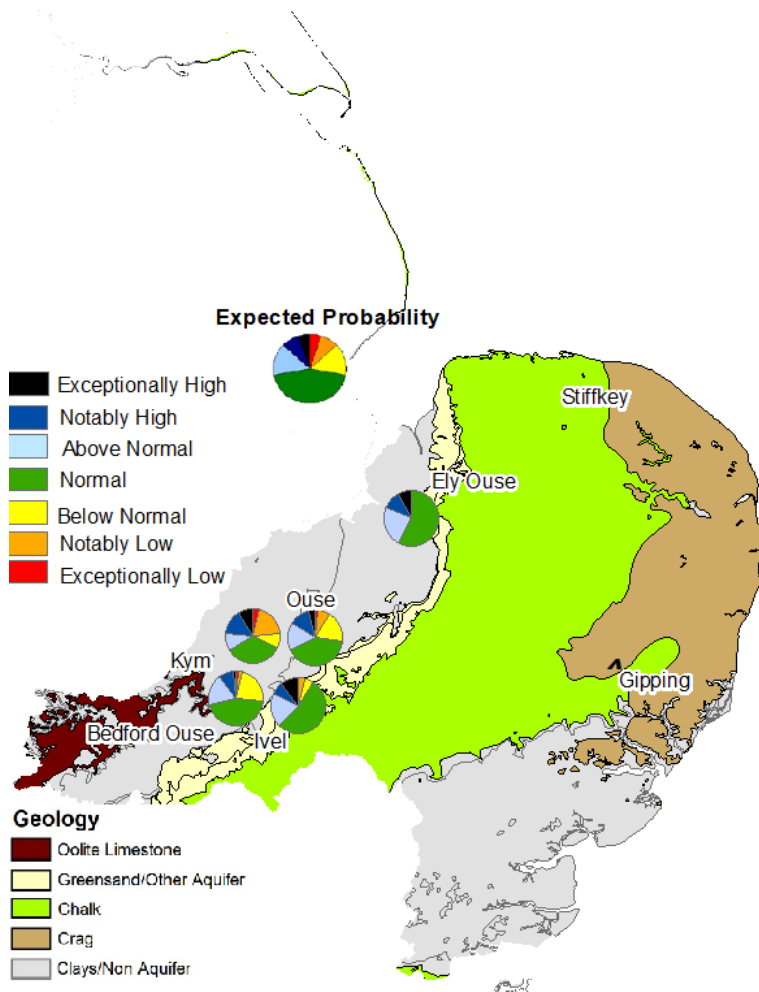
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those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

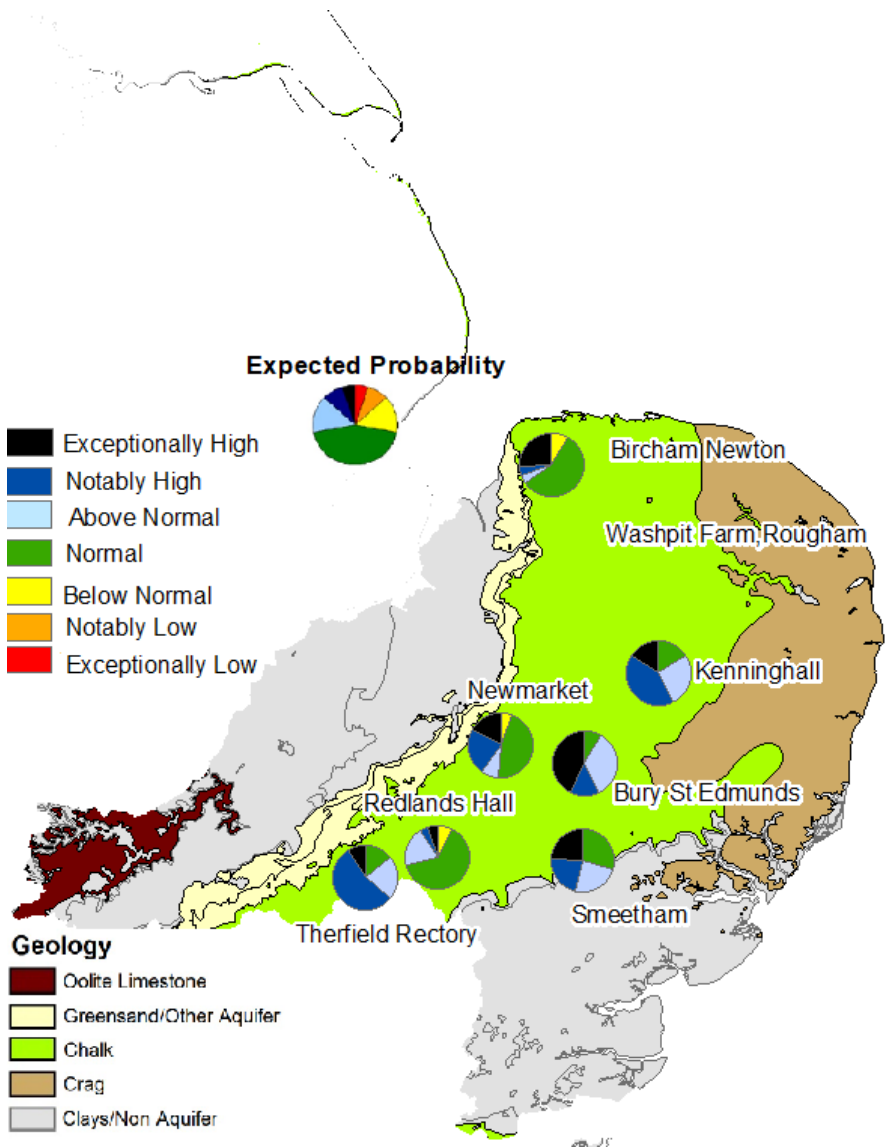
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those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

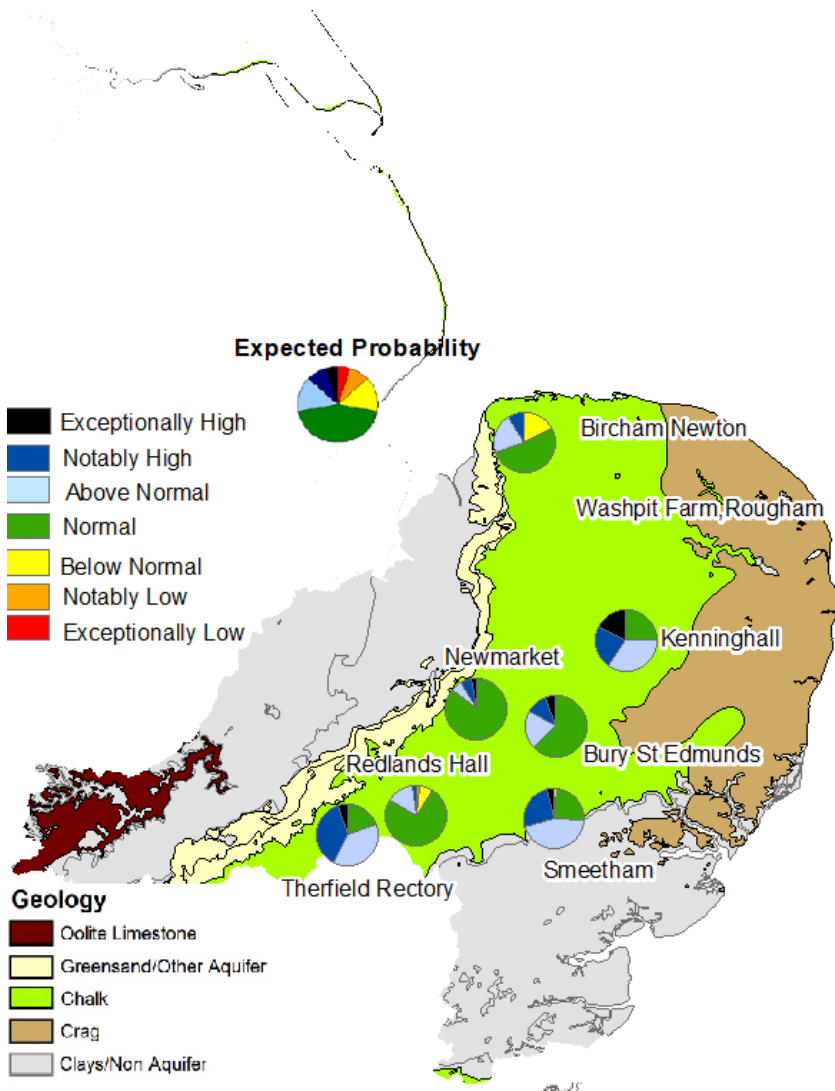
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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) Geological map reproduced with kind permission from UK Groundwater Forum, BGS © NERC. Crown copyright. All rights reserved. Environment Agency, 100026380, 2023

8 Glossary

8.1 Terminology

Aquifer

A geological formation able to store and transmit water.

Areal average rainfall

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

Artesian

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

Artesian borehole

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

Cumecs

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

Effective rainfall

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

Flood alert and flood warning

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

Groundwater

The water found in an aquifer.

Long term average (LTA)

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

mAOD

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

MORECS

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

Naturalised flow

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

NCIC

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

Recharge

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

Reservoir gross capacity

The total capacity of a reservoir.

Reservoir live capacity

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

Soil moisture deficit (SMD)

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

8.2 Categories

Exceptionally high

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

Notably high

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

Above normal

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

Normal

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

Below normal

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

Notably low

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

Exceptionally low

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

9 Appendices

9.1 Rainfall table

Hydrological area	Oct 2023 rainfall % of long term average 1961 to 1990	Oct 2023 band	Aug 2023 to October cumulative band	May 2023 to October cumulative band	Nov 2022 to October 2023 cumulative band
Broadland Rivers	280	Exceptionally High	Notably high	Notably high	Exceptionally high
Cam	271	Exceptionally High	Notably high	Above normal	Exceptionally high
Central Area Fenland	279	Exceptionally High	Exceptionally high	Above normal	Exceptionally high
East Suffolk	295	Exceptionally High	Exceptionally high	Exceptionally high	Exceptionally high
Little Ouse And Lark	302	Exceptionally High	Exceptionally high	Notably high	Exceptionally high
Lower Bedford Ouse	241	Exceptionally High	Notably high	Above normal	Exceptionally high
North Essex	246	Exceptionally High	Notably high	Above normal	Notably high
North Norfolk	282	Exceptionally High	Notably high	Notably high	Notably high
Nw Norfolk And Wissey	281	Exceptionally High	Exceptionally high	Exceptionally high	Exceptionally high

South Essex	197	Notably High	Normal	Normal	Above normal
Upper Bedford Ouse	210	Notably High	Above normal	Above normal	Exceptionally high

9.2 River flows table

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

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

9.3 Groundwater table

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

Redlands Hall, Ickleton	Cam Chalk	Normal	Normal
Rook Hall, Braiseworth	East Suffolk Chalk	Below normal	Below normal
Smeetham Hall Cottages, Bulmer	North Essex Chalk	Above normal	Normal
The Spinney, Costessey	Wensum Chalk	Normal	Below normal
Washpit Farm, Rougham	North West Norfolk Chalk	Below normal	Normal
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 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	3.6	0.0	0.0	0.0
Normal	33.9	44.6	33.9	33.9	7.9
Above normal	37.5	14.3	25.0	37.5	26.3
Notably high	7.1	21.4	16.1	7.1	28.9
Exceptionally high	21.4	16.1	25.0	21.4	36.8

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	1.8	3.6	0.0	1.8	0.0
Notably low	1.8	19.6	3.6	7.1	0.0
Below normal	23.2	8.9	5.4	17.9	0.0
Normal	44.6	33.9	53.6	41.1	57.9
Above normal	17.9	10.7	19.6	16.1	23.7
Notably high	8.9	14.3	7.1	12.5	10.5
Exceptionally high	1.8	8.9	10.7	3.6	7.9

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	Bircham Newton	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	7.3	5.7	8.7	0.0	0.0	0.0
Normal	14.3	63.6	45.7	56.5	15.6	8.6	29.6
Above normal	21.4	20.0	8.6	4.3	26.7	34.3	24.1
Notably high	55.4	3.6	22.9	4.3	42.2	14.3	22.2
Exceptionally high	8.9	5.5	17.1	26.1	15.6	42.9	24.1

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	Bircham Newton	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	1.8	0.0	0.0	0.0	0.0	0.0
Below normal	0.0	7.3	0.0	17.4	0.0	0.0	1.9
Normal	19.6	74.5	86.1	52.2	24.4	62.9	24.1
Above normal	37.5	14.5	5.6	21.7	35.6	20.0	44.4
Notably high	37.5	1.8	5.6	8.7	22.2	11.4	25.9
Exceptionally high	5.4	0.0	2.8	0.0	17.8	5.7	3.7

Village Maintenance Contracts – tender considerations 2024

Discussion document to consider additions / adaptations to the general, sports ground and playing fields, cemeteries and grass cutting contracts for tender in 2024.

Consideration to be taken to update the tender document – Office have met with current contractor and highlighted the following as additional to the current agreement:

- Allotments
 - Boundary maintenance – to include hedging around St Georges and hedge neighbouring Grays / Thatcher Stanfords Close
 - Mow main walkways at St Georges and Grays – once a month between Apr and Nov
- Cemeteries
 - Additional cuts into November x 3
- Grass cutting (across village)
 - Additional cuts into November x 3
 - Possible addition of Rosemary Place, Hopkins Homes, Stonebond areas
- Recreation grounds / Play areas
 - Clear leaves at Old Rec x 3
 - Additional cuts into November x 3
 - Edging – once yearly at Clear Crescent
 - Bowls Club hedge – annual cut to all faces outside of the club
 - Define River Mel Restoration Group needs – to include map of areas required
 - Formalise works required as part of the Dynamos Pitch Power application
- Stockbridge Meadows
 - Formalise agreed works to be based on calendar of works – to be discussed with Conservation Warden
- Weeds
 - Consideration of weed killing across village twice a year

Please contact the office with any other considerations that should be noted.

Tender document to be reviewed early 2024.

Stockbridge Meadows Management Plan

2023 – 2028



Produced by Maureen Brierley

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1.0 General Information

Area: Approximately 5.2 hectares. When considered with nearby land (within mixed private ownership) then a much larger mix of grassland, parkland, orchard and river exists in the order of 44.2 hectares in direct connection with the site.

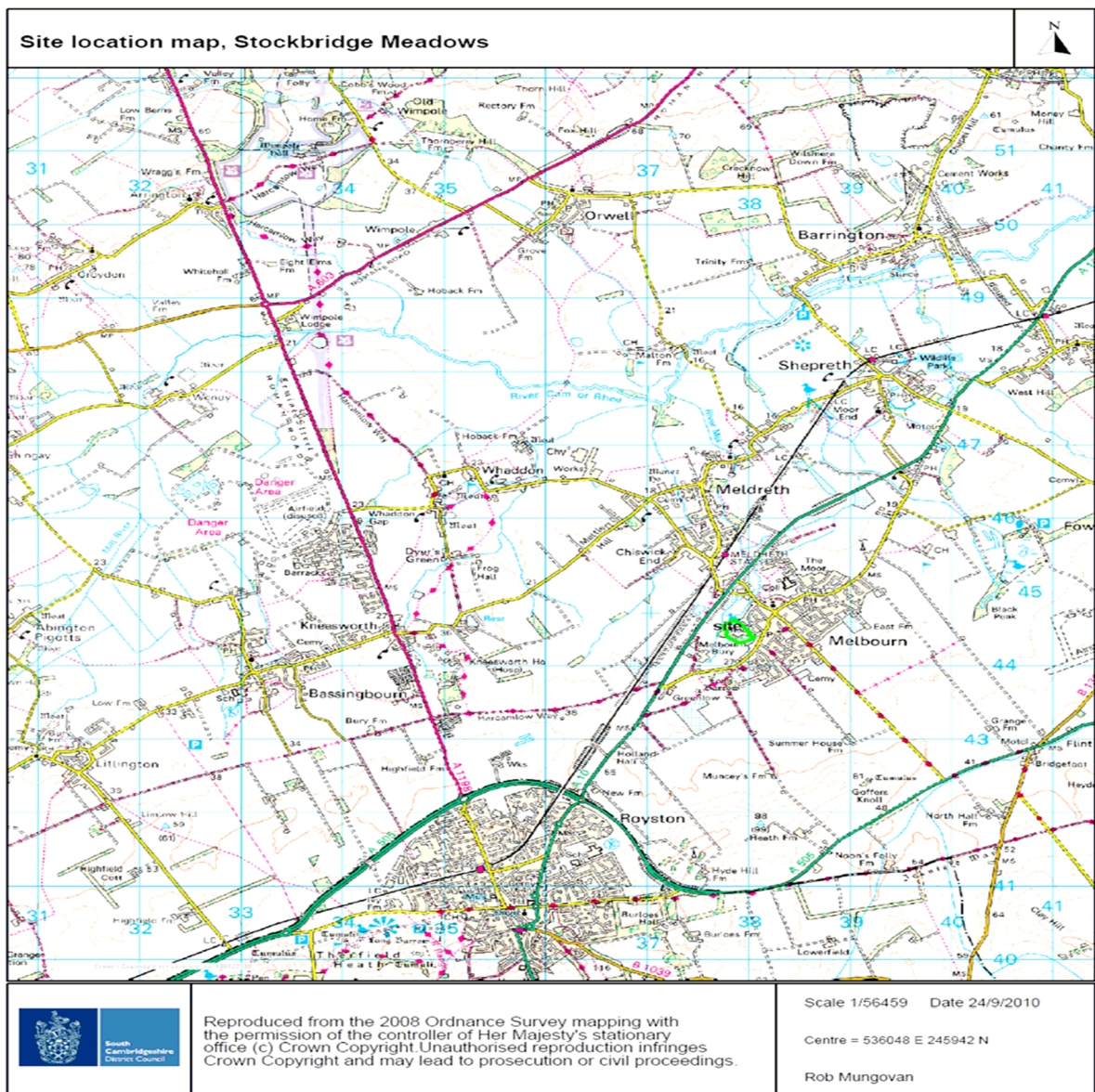
Ownership: Melbourn Parish Council since 29th October 2008

Opened to public: 7th August 2012

Site name: Stockbridge Meadows

Ordnance Survey map sheet 154, grid ref TL 379 445.

Status: Fields in Trust – registered in 7th August 2012. The site is recognised as a village amenity space for quiet recreation and nature study.



1.1 Site location

The site is situated off Stockbridge Meadows residential road in the village of Melbourn, South Cambridgeshire. The site is accessed via a vehicular drive (with parking area) off Stockbridge

Meadows Road. Signs are in place to guide public access. A kissing gate allows access to the site. Hard surfacing

has been provided to assist wheel chair and pram access. A locked field gate allows machinery into the site from the parking area. A hard surfaced access to enable disabled access has been provided.

The River Mel, a rare chalk stream flows from its source into and through Stockbridge Meadows, continuing its journey via Sheene Mill and through the villages' recreational fields.

1.2 Management

The management of the site was transferred to Melbourn Parish Council following the completion of the adjacent residential development of Stockbridge Meadows estate. Development of Stockbridge Meadows nature reserve formed part of the permissions for the housing development. Management of the site continues to follow the plan developed by South Cambridgeshire Ecology Officer. The site is managed to maintain the footpaths for public access by an agreed grass cutting regime with local contractor. The wildflower meadow is cut by the Village Rangers in line with the management plan. A small group of volunteers provide support to the Rangers assisting in the maintenance of the site. Risk assessments are provided by the Parish council or Volunteer leader as appropriate.

1.3 Designations

Fields in Trust – registered in 7th August 2012.

1.4 Site History

Prior to the site being laid out for public access the following description was applicable: *The land comprises extensive areas of regenerating scrub and remnant orchard, together with rough grassland sloping down towards the river, the banks of which are fringed by a strip of rough grassland and tall ruderal vegetation and augmented by pollard white willow. The northern edge of the site is marked by a hedgerow and scrub, which connects to the River Mel to the west, together with a number of veteran ash pollards, coppices and associated standing and fallen deadwood. The river meanders to form part of the southern boundary as well, whilst the east of the site is bounded by a combination of scrub and garden boundary vegetation from the adjoining properties.*

The river is relatively enclosed in nature and is associated with wide marginal areas encompassing reedbeds and other marginal plants, with occasional outgrown willow pollards dotted along its length. A fringe of emergent plants may be seen at the base of both banks, which are generally relatively shallow in profile. "Landscape and Ecology Management Plan" CSA Environmental Planning 2004

In January 2008 the site was laid out to maximise public access and enjoyment of the site. The main works included:

- Provision of a boardwalk to the river
- Creation of 2 shallow scrapes

- Planting of new plum and apple trees in the old orchard area
 - Planting of a pear orchard
 - Opening up of river views at 2 locations
 - Provision of a site interpretation board
 - Planting of new scrub areas
-
- Planting of standard trees
 - Planting of wildflower meadow areas
 - Planting of amenity grassland area
 - Creation of rolled grass paths
 - Provision of dog mess bins
 - Provision of picnic benches

1.5 Management achievements – since the site opened to public access the Parish Council staff and volunteers have maintained and improved the above areas.

- Cutting and raking of wildflower meadow and seeding with new wildflower stock
- Maintenance of old orchard area and planting of replacement heritage plum and apple trees
- Development and maintenance of reed bed areas (shallow scrapes)
- Maintaining river view areas by careful management of reeds and weed growth in river
- Further provision for reptiles by building of log piles
- Removal of litter as necessary
- Provision of new Boardwalk to maintain public ability to access river views.

Key to the success of the site is to increase biodiversity and maintain the open grassland land, whilst keeping the site accessible to all.

1.6 Connectivity with other sites

Stockbridge Meadows lies within the village of Melbourn with private land bordering its boundaries. There are important wildlife sites within a 5-mile radius.

- a) River Mel is a chalk stream whose source lies just outside Stockbridge Meadows with the river flowing along the sites borders and onwards to join the River Rhee. The River Mel is approximately 5 miles in length.
- b) RSPB Fowlmere – RSPB (SSSI name is Fowlmere Watercress Beds) OS Map ref:TL406461 – connectivity to Melbourn village due to farmland abutting the reserve
- c) L-Moor Shepreth – OS map ref: TL385475 managed by Beds, Cambs and Northants Wildlife Trust – there is connectivity here due to the course of the River Mel through Meldreth and connection with Guilden Brook.
- d) Melwood – OS map ref: TL 37804590, owned by Cambridge County Council leased to Meldreth Parish Council and managed by Melwood Volunteers abuts the River Mel as it passes through Meldreth
- e) Therfield Heath – Stockbridge Meadows is owned Bt MSSSI managed by The Conservators for Therfield Heath

1.7 Purpose of declaration

Melbourn Parish Council's purpose is to strengthen the identity of the site by gaining official recognition of Stockbridge Meadows as a Local Nature Reserve (LNR). This is to provide more protection for the site while increasing its biodiversity and ensuring a green space for the use and enjoyment of the local community. During the Covid pandemic the community found visiting the area helped with anxiety and stress created by the pandemic. It is well documented that green spaces such as Stockbridge Meadows sited within the middle of a village helps mental health issues. As referenced above, the site is near to other important wildlife sites, with Stockbridge Meadows helping to connect and enhance the collection of important sites within the wider area. It is also an important habitat for pollinating insects, badgers, water voles and reptiles.

The Parish Council is committed to developing further conservation plans for the village and see the gaining of local nature reserve status as an important platform to launch their plans.

1.8 Known constraints

The River Mel's source lies on the edge of Stockbridge Meadows and during prolonged drought the river has dried up. The Environment agency in consultation with the River Mel Restoration Group are exploring mitigation steps to improve support to the river in times of drought.

Sufficient manpower and finance to maintain and develop the site are recognised constraints by Melbourn Parish Council.

1.9 Access and management policies

Stockbridge Meadows is accessible to the public twenty-four hours a day throughout the year. Access to the site by vehicle is through the entrance which lies off the road Stockbridge Meadows. This entrance leads to the nature reserves car park. Pedestrian access is through the same entrance. There are signs indicating access to the car park and reserve.

Management policies are provided as required by Melbourn Parish Council and the appropriate Local authority.

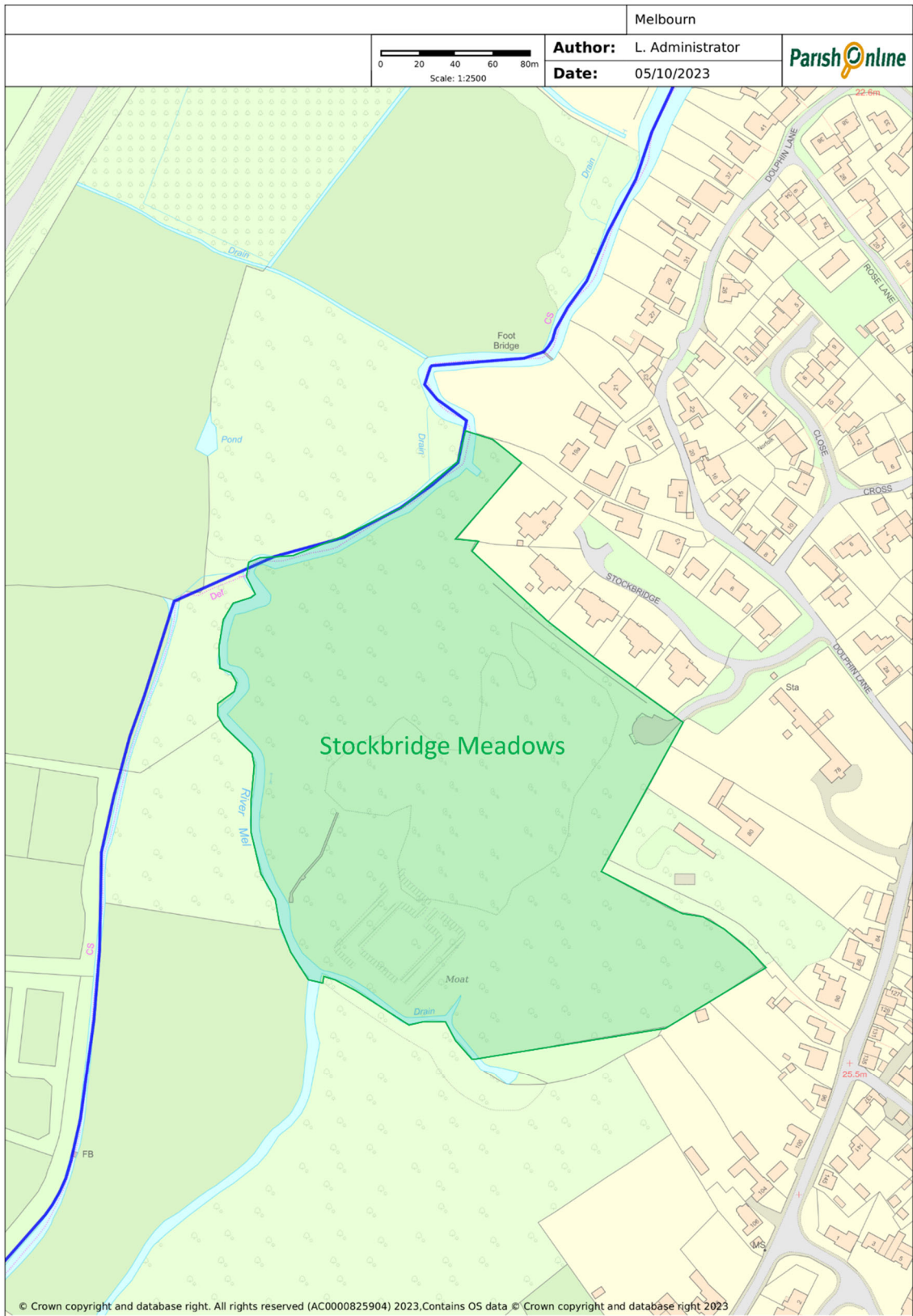


Figure 1: Site location map

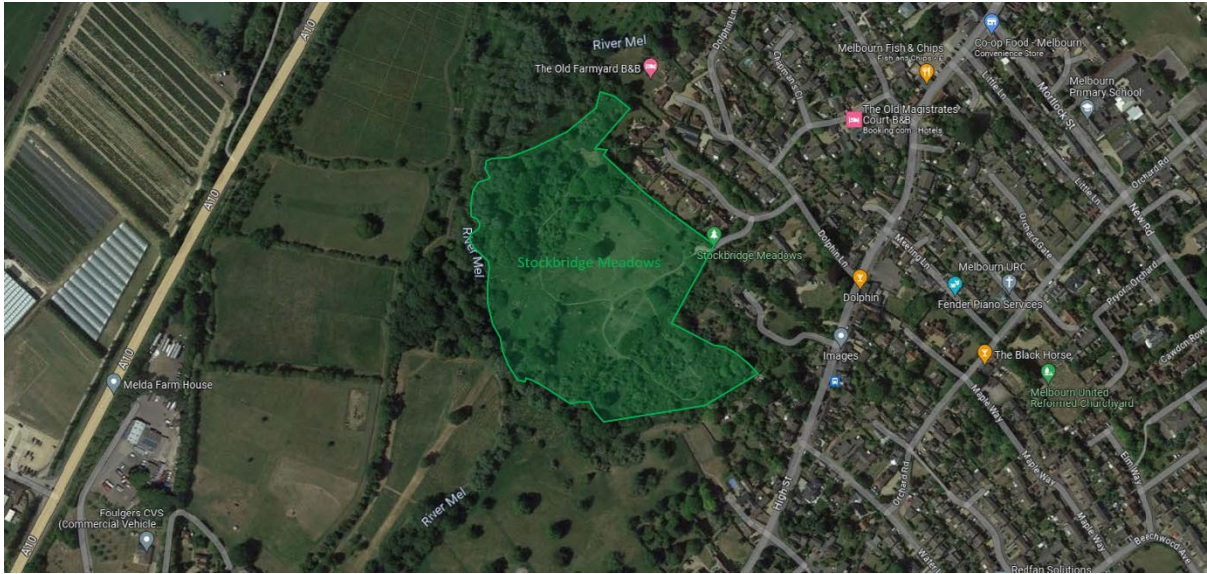


Figure 2: Stockbridge Meadows Boundary



2.0 Site description

The site is divided into habitat areas: wildflower meadows, rough grassland area for lizards and grass snakes, chalk stream and wetland, plum, gage and apple orchard, amenity area and scrub, woodland, meadow with trees.

2.1 Wildflower meadows -The wildflower meadow is next to the amenity area and is much appreciated by the public, with meadow cranesbill, ox eye daisies, yellow rattle and many more. Butterflies and moths are attracted to the flowering plants and in the summer months Glow worms may be seen at night, putting on a light display.

Rabbit infestation is a problem as they dig in the meadow, damage the paths and eat the wildflowers.

Grass and nettle encroachment continues to be an issue, yellow rattle seed has been sown over the last few years and is beginning to weaken the grass.

2.2 Rough grassland -snakes and lizards. The reptile area has log piles with roofs of corrugated iron to provide habitat for snakes and lizards. The corrugated iron is also laid within this area and grass snakes can sometimes be found lying underneath them warming themselves. Grass cutting is minimal in this area, although pathways are cut through to link it with the open amenity area. Lizards can be seen basking on the boardwalk and grass snakes often bask in the open areas of the reed beds. Volunteers ensure that the log piles are fit for purpose and that the corrugated iron remains within this area.

2.3 River/Wetland habitat – Our rare chalk stream, the River Mel is one of the main attractions for our visitors and an essential requirement for the wildlife. Water voles live along the river bank. **Access to** view the river is provided from the boardwalk which runs between the reed beds and volunteers maintain another viewing point further along this stretch.

The open water areas in the reed beds provide habitat for frogs and dragonflies.

2.4 Orchard- Heritage fruit trees were planted last autumn to replace older trees that had reached the end of their life. The old trees have been left in situ so as to continue to provide habitat for invertebrates.

2.5 Hedgerows/scrub- These areas provide important habitat for badgers and muntjac due to limited access by the public. Muntjac lie up in the scrub during the day. The badger sett was in place at the setting out of the site and continues to be used, although it has moved from the original site to be slightly further from the path.

2.6 Amenity area: Open grassland in the centre of the site provides an area for families to picnic and enjoy games with their children. The local primary school brings classes over to the area and holds family afternoon get togethers.

There is seating at points in the reserve for the public to sit and enjoy the green space and wildlife.

Birds' species such as green woodpecker utilise the open grassland, while owls and birds of prey hunt small mammals. The wildflower meadow provides a pleasant backdrop to the amenity area. Bird boxes were placed through the canopy of trees across the reserve prior to its public opening. Buzzards have nested and reared their young in the trees along and behind the river bank.

Bat boxes were also positioned at the same time as the bird boxes. They are still in place but unfortunately some of them have been vandalised and require replacement.

2.7 Trees – there is a scattered mix of hawthorn, elder, ash and a veteran field maple. A copse of ash trees lies behind the wildflower meadow and are as yet only minimally affected by ash die-back. There is also grey poplar and recently planted black poplar. Fallen dead wood is left as habitat for invertebrates and for children to make hides.

3.0 Site evaluation

Size

The site is approximately 5.2 hectares (~13 acres). When considered with nearby land (within mixed private ownership), then a much larger mix of grassland, parkland, orchard and river exists in the order of 44.2 hectares in direct connection with the site.

Diversity

The site contains an interesting mix of dry grassland to fen habitats (although becoming degraded). An area of new wildflower meadow habitat has been planted that should provide seed to other parts of the site. The diversity of the existing grassland flora was considered poor, possibly as a legacy of the site's partial former arable use.

Small woodland habitats include wet woodland and willow carr adjacent to the river. No tree management had been undertaken for many years with fallen trees lying in, and across, the river in places. A number of trees had been managed for safety reasons prior to the site being opened up to the public. Many trees are still suffering from rabbit damage.

The former orchards have been supplemented through new planting together with the preservation of some original trees through scrub removal.

New areas of scrub planting have been undertaken to try and compensate for the scrub loss following the general opening up of the site.

Shallow scrapes have been created adjacent to the boardwalk to provide open water habitats (different from that provided by the river).

The site's diversity is now considered to have been much enhanced following the work in early 2008.

Naturalness

The orchard area had most likely been planted within the last 50 years and now has some new planting to supplement it.

The area of Trayles Manor has been left uncleared of scrub. Where open ground occurs, it is dominated by nettles.

The area of fen type habitat and adjacent wet woodland is perhaps the most natural within the site as the site's high water table conditions have dictated the flora that has established.

Rarity

Whilst no rarities of flora occur on site two animal species are of note; badger whose sett contains a number of active holes on the edge of the orchard area, and the common lizard which were translocated to a specially laid out area to the south west of the site. Of local interest (and possibly of county importance), is the presence of glow worms.

Melbourn village contains a number of formally managed open spaces. This site is the only one near to the village's centre where wildlife conservation is the main objective.

Fragility

Grassland habitats can be fragile in the absence of appropriate cutting regimes. The river could become entirely choked by sedge and common reed if left unmanaged. The wet woodland would eventually outcompete the willow carr areas. The fen area is currently showing signs of drying out with an ingress of nettles. The scrapes would become quickly overgrown if not cleared in the winter. The orchard areas could become overgrown by ivy and brambles if not maintained.

History

To the south of the site is the archaeological remains of the 14th century site of Trayles Manor, a former moated house.

Ecological position

The site is bounded by the River Mel on its west beyond which is open grassland and copses. To the north and east are (relatively large) residential garden of Melbourn village. To the south is grassland and parkland habitats of Melbourn Bury. The site is considered to be largely open to the countryside.

Intrinsic value

The site is an area managed for its range of semi-natural habitats (as opposed to formally managed recreation areas). The presence of common lizards and glowworms are the only known populations within the village in a public area.

Identification and confirmation of important features

The site of Trayles Manor is important historically.

The presence of the River Mel is important as a clear chalk river habitat with otters, wild

brown trout and water voles associated within it.

The old orchard is a priority habitat for conservation.

The scrapes provide open water habitats of benefit to amphibians and invertebrates.

The presence of a badger's sett is important, even though several others are present within the parish.

The wildflower meadows are visually important and should increase in value for invertebrates as they mature.

The presence of glow worms within the is considered to be of local importance (if of county importance).

The majority of the site has been influenced by Man's use of the site over the centuries and recent history. The current grassland has been re-sown with an amenity mix and a wild flower mix (Emorsgate Seeds EM5 & EM8). Areas of tussock grassland have been retained and patches of cowslip are also present in a few places.

3.1 Biodiversity Stockbridge

Stockbridge Meadows is a small site that contains a diverse mix of habitats including wildflower meadow, a chalk stream with wetland, grassland, scrub, ditches, and woodland. The site has a rich biodiversity and provides an important habitat for many different species. The wildflower meadow and open grassland attracts butterflies, bees and moths. Habitat has been provided for common lizards and grass snakes, while glow worms can be found and seen along the grass paths in June and July.

The chalk stream is a rare habitat providing shelter for water voles and food for the kingfisher. The reed beds and scrapes encourage dragonflies, frogs and toads to the area. Buzzards have nested in the trees behind the river since the reserve opened. A small mammal survey undertaken prior to the covid pandemic counted 42 field and wood mice and a single shrew in one night.

The mix of habitats and links with other wildlife sites nearby enhance its value and help to increase its biodiversity. As with any site the greater the number of habitats present usually means that there is greater biodiversity. The maintenance of this site intends to enhance and protect the habitats present. The most important habitat is the chalk stream with its reed beds and the wildflower meadow.

The site is divided into habitat areas: wildflower meadows, rough grassland area for lizards and grass snakes, chalk stream and wetland, plum, gage and apple orchard, amenity area and scrub, woodland, meadow with trees.

4. Site Evolution

The site has been open for almost ten years and the fundamental aspects of the reserve remain unchanged. The grass cutting has maintained the paths and amenity area as shown in the maps above. However, it is recognised that in the intervening years the site has matured and issues with the upkeep in line with the previously agreed management objectives has demonstrated a need to revisit decisions and develop plans and objectives for the current reserve and what it will need in the future.

Melbourn Parish council and the volunteers are in agreement that applying for and being successful in gaining Local Nature Reserve status is the ideal platform to reassess and plan with a view to increasing resources required to fully implement a maintenance plan alongside an aspirational 5-year plan.

4.1 Volunteering.

A volunteer group was set up when the reserve fully opened to the public in July 2012. This group met regularly when the reserve first opened to support the Village Wardens with the implementation of the management plan. At present the volunteers meet as required to maintain the wildflower meadow and reptile area. In the last few years local businesses have provided volunteers from their employee volunteer schemes to assist the Stockbridge Meadows volunteers on specific projects (raking off the wildflower meadow, building refuges for the lizards and clearing the reed beds as necessary). The River Mel Restoration Group, a local volunteer group, maintain the River Mel and reed beds within the reserve. Local interest in environmental projects has increased since the pandemic and other groups such as Churches Together have joined forces with the volunteer group to plant heritage fruit trees within the orchard.

It is a priority to attract new volunteers to the volunteer group in order to fulfil the future plans for Stockbridge Meadows. A model of monthly volunteer meetings working alongside the parish council staff member is planned.

Melbourn Parish Council provides insurance for the volunteers along with non-power tools as required.

4.2 Local schools

The local primary school arranges educational and social visits to the reserve. At present this is on an informal basis, however, if resources allow the Parish Council and volunteers aim to provide a more planned and organised programme with schools and young people community groups.

5.0 Information and reporting provision

An interpretation board is located at the main entrance and provides information about the habitats and the wildlife present on site.



5.1 Marketing and Promotion

Occasional articles are written for the local community award winning magazine – Melbourn Magazine which is published quarterly. This provides readers with information about the area, such as the findings of a small mammal survey, photographs of butterflies and moths taken by a keen local photographer.

Recently new signage has been put in place to clarify the access to the site and its car park.

Stockbridge Meadows has seen an increase in footfall since the Covid 19 pandemic. Its central position within the village has provided and continues to do so, a small oasis of calm and greenery. This is welcomed but it does bring pressure onto the reserve's habitat and wildlife. It has also brought benefits as new volunteers have come forward to boost the volunteer group numbers and reduce the demographic age.

The benefit of the site for wildlife must be balanced against the value for people that use the site. There can sometimes be a conflict between managing the site for people (access and leisure) and managing the site for wildlife so it is important to involve members of the local community to help them gain an understanding of the site and the wildlife within.

5.2 Budget

Melbourn Parish Council – Support Statement

Melbourn Parish Council owns and is responsible for the Stockbridge Meadows asset. The Council has formally voted and agreed to support the management plans to secure this valuable natural resource and to maintain it formally as a Nature Reserve. Melbourn Parish Council commits to providing the necessary financial and manpower resources to support this Management Plan, together with the detailed and seasonalised maintenance schedule annexed to this document. The support will be offered as:

(a) Capital Requirements

The Stockbridge Meadows area benefits from being some distance from significant housing or other development and is out of direct sight of almost all urbanisation. The plans to secure the area more formally as a Nature Reserve will require increased attention and oversight. Some secure storage and maintenance equipment will be needed, together with a closer access to water supplies. As issues are identified finance will be set aside in annual budgets to service these needs.

(b) Manpower Requirements

A decision has already been taken to supplement the team of Village Wardens. The Wardens have previously covered a wide-ranging role, looking after both ecological and general maintenance needs across the entire parish estate. The Warden team has been extended to include a Conservation Warden who has focused responsibilities for all green spaces and, in particular Stockbridge Meadows, due to the special and unique qualities it represents.

The individual now appointed has long experience with the nature reserve, having been associated with it since its inception. This staffing change, increasing the paid staff team, is an added investment by the Melbourn Parish Council that anticipates the responsibilities required for maintenance and long-term development to support registration of Stockbridge Meadows as formal Nature Reserve.

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

January to March	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	Costs and Time
Maintenance of Site Infrastructure	Keep area around benches and picnic tables clear of nettle	HIGH	Conservation warden with assistance from Volunteers	Appropriate treatment fluid for Information Board	Conservation warden time through Jan to March
	Clean and treat wooden benches				
	Keep area around Boardwalk clear of reeds and encroaching weeds				
	Treat Information Board woodwork as necessary and clean glass				
	Car park area keep clear of weeds and litter				
Maintenance of Wildflower Meadow	Cut Wildflower meadow and sow appropriate wildflower seed e.g. yellow rattle	HIGH	Conservation warden with assistance from Volunteers	Purchase of wildflower seed	Conservation warden costs.
Maintenance of Reed beds and scrapes	Cut back reeds in scrapes to provide open water and suitable environment for amphibians to spawn	HIGH	River Mel Restoration Group volunteers	Purchase of two lightweight scythes	RMRG volunteer time approximately 3 hours Estimated cost of one scythe = £85 incl VAT
April to September					
Maintenance of Amenity Grassland area	Cut monthly as a minimum -grass to be cut to 5-10cm in height	HIGH	Contractors under advisement of Conservation Warden	Dependent upon the growing season cutting may need to run into October	Contractors' costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

April to September(contd.)	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIME
Maintenance of Main paths	Cut paths to 2 metres wide	HIGH	Contractors under advisement of the Conservation warden		Contractors' costs and time
	Rabbit scrapes to be filled in as necessary to maintain safe pathways	HIGH	Conservation warden	Top soil to fill in the scrapes	Conservation warden's time and costs
Minimal maintenance of rough grassland and cowslip area	Minimal cut to Cowslip area during the growing season	Medium	Conservation warden		Conservation warden's time and costs
Maintenance of woodland and scrub area	Keep paths clear of overhanging branches Review Trees health and assess need for replacements	HIGH	Conservation warden		Conservation warden's time and costs
Maintenance of lizard area	Ensure 3 paths cut and remain open through the area	HIGH	Contractors under advisement of Conservation warden		Contractors' costs and time
Invasive species	Regular assessment of the reserve to identify early intrusion of invasive species	HIGH	Conservation warden with assistance from volunteers	Investigate resources required to treat invasive species	Conservation warden's costs and time
Maintenance of Old Orchard	Keep nettles under control by strimming area monthly through the growing season Prune Plum and Gage trees in June/July Check tree guards Water replacement trees	HIGH	Conservation warden with assistance from volunteers	Access to water source in reserve at present non available	Conservation warden's costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

April to September(contd.)	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES
WILDFLOWER MEADOWS	Using Allen Scythe cut meadows in middle of August and rake off approximately two to three weeks later depending upon the weather and ground conditions Rakings to be placed in lizard area	HIGH	Conservation warden to cut meadow Volunteers to rake off cuttings and remove to lizard area		Conservation warden's costs and time
October to December					
Maintenance of Site Infrastructure	Keep area around benches and picnic tables clear of nettle Clean and treat wooden benches Keep area around Boardwalk clear of reeds and encroaching weeds Treat Information Board woodwork as necessary and clean glass Car park area keep clear of weeds and litter	HIGH	Conservation warden with assistance from Volunteers	Appropriate treatment fluid for Information Board Consider use of Herbicides to keep weeds under control in car park	Conservation warden time through October to December
Old Orchard	Prune apple trees as needed	HIGH	Conservation warden with assistance from Volunteers		Conservation warden's costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

Maintenance of Bird boxes	Check boxes for damage and replace as necessary	HIGH	Conservation warden with assistance from Volunteers		Conservation warden's costs and time
October to December (contd.)	ACTIVITY	HIGH	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES
Maintenance of Bird boxes	Record usage. Empty and clean before replacing on site	HIGH			Conservation warden's costs and time
Maintenance of reed beds and scrapes	Cut back reeds in scrapes to provide open water. Rake off cut reeds	HIGH	Volunteers	Purchase of two lightweight scythes	Volunteers time Cost of scythes see Jan to March for costings.
Throughout year	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

DEVELOPMENT OF VOLUNTEER GROUP	Develop plan to recruit volunteers Develop links with Timebank and Local corporates	HIGH	Volunteer leaders with Conservation warden input and assistance	Consider provision of secure container for storage of tools to be sited in car park To avoid volunteers transporting tools to site each time.	Cost of suitable container
	Assistance from Parish Council with advertising volunteer opportunities		Melbourn Parish Council		Volunteers time
	Consider ways to inform public regarding habitats and the wildlife in reserve e.g. writing regular articles in Melbourn magazine, parish magazine.	HIGH	Volunteers and local wildlife experts		
Increase Public awareness of reserve	Contact identified schools etc to discuss ways of developing strong links	HIGH	Volunteer leads with support from Conservation warden		Volunteers time.
Develop links with local schools, youth groups and nurseries					

Yellow Highlighted Items imply Capital Spend

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

STOCKBRIDGE MEADOWS ASPIRATIONAL AIMS AND OBJECTIVES 2024-25

OBJECTIVE	AREA	ADDITIONAL RESOURCES	PRIORITY	BY WHOM	COMPLETION DATE
REVIEW ANNUAL MAINTENANCE PLAN	ALL AREAS	AMEND AS APPROPRIATE	HIGH	MPC/WARDEN/VOLUNTEERS	JANUARY 2024
RECLAIM WILDFLOWER MEADOWS FROM INVASIVE WEEDS TO IMPROVE WILDFLOWER DIVERSITY	WILDFLOWER AREA – RIGHT HAND SIDE OF PATH LEADING TO RIVER MEL WILDFLOWER AREA ON LEFT OF PATH LEADING TO OLDORCHARD	AREAS TO BE CUT AND VEGETATION TO BE RAKED OFF	HIGH	CONTRACTORS TO CUT VOLUNTEERS TO RAKE OFF	APRIL
RECLAIMED WILDFLOWER AREAS TO BE RESEDED WITH WILDFLOWER SEEDS	AS ABOVE	PURCHASE OF APPROPRIATE WILDFLOWER SEEDS	HIGH	SEEK FUNDING SOWN BY VOLUNTEERS	
RECLAIMED AREAS TO BE INCORPORATED IN MAINTENANCE CUTTING PROGRAMME	AS ABOVE	REGULAR CUTTING	HIGH	CONTRACTORS	ONGOING
ONGOING RESEEDING FOLLOWING CUTTING					ONGOING
WORK WITH FWAG TO ASSESS THE PROVISION OF POND FOR GREAT CRESTED NEWTS	SCRUB LAND BELOW LIZARD AREA	SCRAPE MONITORED TO ASSESS WATER TABLE	HIGH	VOLUNTEERS	REVISIT FROM FWAG ?

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

OBJECTIVE	AREA	ADDITIONAL RESOURCES	PRIORITY	BY WHOM	COMPLETION DATE
IF AREA CONSIDERED SUITABLE WORK WITH FWAG MEMBERS TO PLAN THE POND FORMATION					TBD
PROVISION OF NEW BASKING AREAS FOR SNAKES AND LIZARDS					TBD
DEVELOP NETWORK OF COMMUNITY VOLUNTEERS					TBD

Future Years - OUTLINE

STOCKBRIDGE MEADOWS AIMS AND ASPIRATIONAL OBJECTIVES 2025-26

- **REVIEW ANNUAL MAINTENANCE PLAN**
- CONTINUE WORK WITH FWAG DEVELOPING POND
- CONTINUE TO RECLAIM AND DEVELOP WILDFLOWER AREAS
- ENSURE CLEAR WATER THROUGH REED AND SEDGE MANAGEMENT
- BUILD ON NETWORK OF COMMUNITY VOLUNTEERS – USE OF SOCIAL MEDIA
- DEVELOP LINKS WITH SCHOOLS AND YOUNG COMMUNITY GROUPS
- LIASE WITH RELEVANT BODIES TO ARRANGE A REPTILE SURVEY

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2026-27

- **REVIEW ANNUAL MAINTENANCE PLAN**
- CONSIDER USE OF GRAZING ANIMALS FOR WILDFLOWER MEADOWS – RISK ASSESSMENT AND HEALTH AND SAFETY ISSUES
- PLANT FWAG POND AND ENSURE HABITAT SUITABLE – SURVEY FOR NEWTS
- CONSIDER NEED FOR TREE SURVEY AND CONSIDERATION OF TREE REPLACEMENT PLAN

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2027-28

- **REVIEW ANNUAL MAINTENANCE PLAN**
- ASSESS GRAZING ANIMALS FEASIBILITY IN LINE WITH PREVIOUS FINDINGS
- ARRANGE SURVEYS FOR SMALL MAMMALS TO EVALUATE AGAIN PREVIOUS FINDINGS
- CONTINUE RESEEDING WILDFLOWER MEADOWS AS APPROPRIATE

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2028-29

- **REVIEW ANNUAL MAINTENANCE PLAN**
- **CONSIDER FUTURE POSSIBLE DEVELOPMENTS**
- **CONTINUE DEVELOPING PUBLIC UNDERSTANDING OF NATURE RESERVES**

Stockbridge Meadows Management Plan

2023 – 2028



Produced by Maureen Brierley

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1.0 General Information

Area: Approximately 5.2 hectares. When considered with nearby land (within mixed private ownership) then a much larger mix of grassland, parkland, orchard and river exists in the order of 44.2 hectares in direct connection with the site.

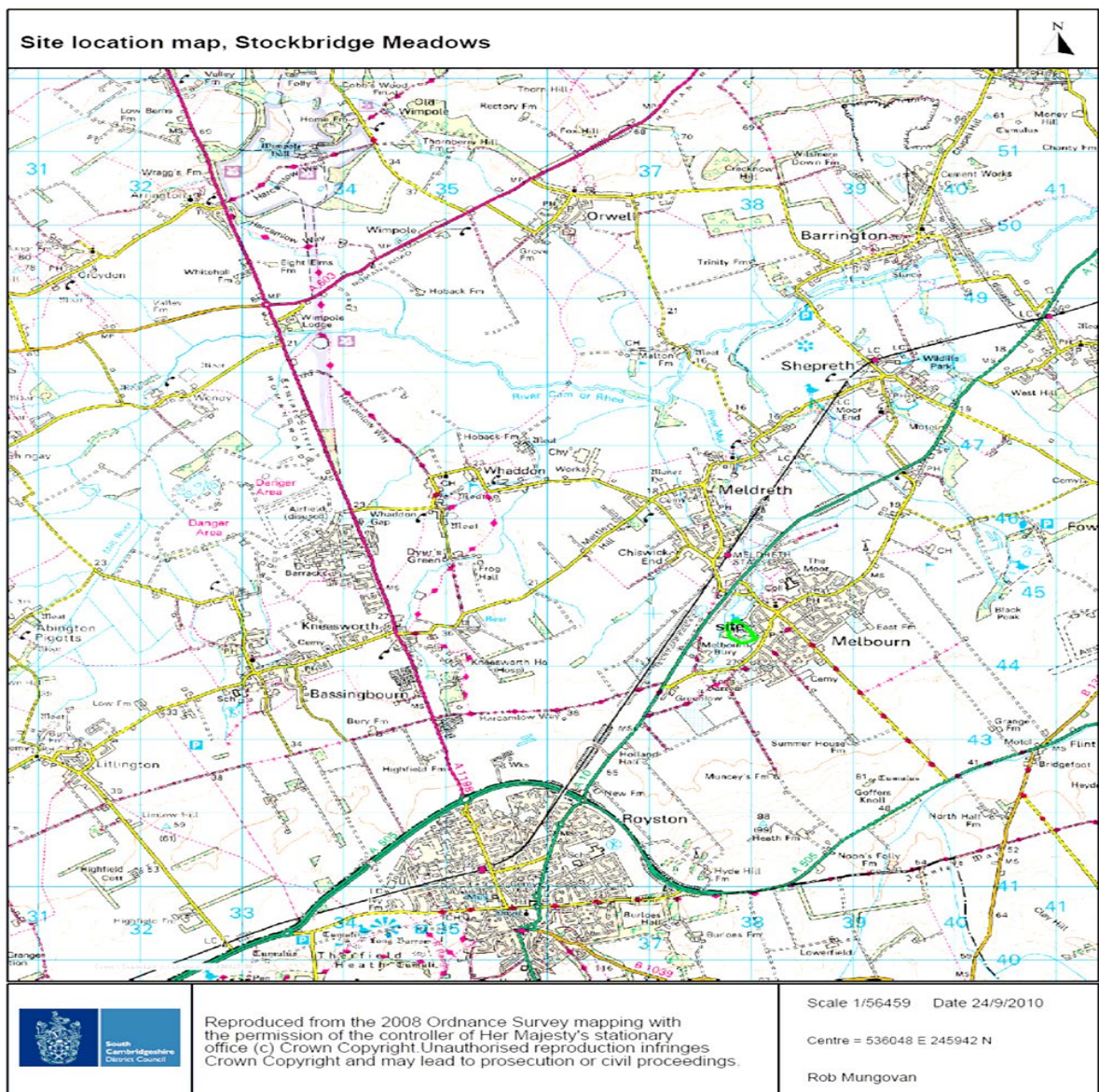
Ownership: Melbourn Parish Council since 29th October 2008

Opened to public: 7th August 2012

Site name: Stockbridge Meadows

Ordnance Survey map sheet 154, grid ref TL 379 445.

Status: Fields in Trust – registered in 7th August 2012. The site is recognised as a village amenity space for quiet recreation and nature study.



1.1 Site location

The site is situated off Stockbridge Meadows residential road in the village of Melbourn, South Cambridgeshire. The site is accessed via a vehicular drive (with parking area) off Stockbridge Meadows Road. Signs are in place to guide public access. A kissing gate allows

access to the site. Hard surfacing has been provided to assist wheel chair and pram access. A locked field gate allows machinery into the site from the parking area. A hard surfaced access to enable disabled access has been provided.

The River Mel, a rare chalk stream flows from its source into and through Stockbridge Meadows, continuing its journey via Sheene Mill and through the villages' recreational fields.

1.2 Management

The management of the site was transferred to Melbourn Parish Council following the completion of the adjacent residential development of Stockbridge Meadows estate. Development of Stockbridge Meadows nature reserve formed part of the permissions for the housing development. Management of the site continues to follow the plan developed by South Cambridgeshire Ecology Officer. The site is managed to maintain the footpaths for public access by an agreed grass cutting regime with local contractor. The wildflower meadow is cut by the Village Rangers in line with the management plan. A small group of volunteers provide support to the Rangers assisting in the maintenance of the site. Risk assessments are provided by the Parish council or Volunteer leader as appropriate.

1.3 Designations

Fields in Trust – registered in 7th August 2012.

1.4 Site History

Prior to the site being laid out for public access the following description was applicable: *The land comprises extensive areas of regenerating scrub and remnant orchard, together with rough grassland sloping down towards the river, the banks of which are fringed by a strip of rough grassland and tall ruderal vegetation and augmented by pollard white willow. The northern edge of the site is marked by a hedgerow and scrub, which connects to the River Mel to the west, together with a number of veteran ash pollards, coppices and associated standing and fallen deadwood. The river meanders to form part of the southern boundary as well, whilst the east of the site is bounded by a combination of scrub and garden boundary vegetation from the adjoining properties.*

The river is relatively enclosed in nature and is associated with wide marginal areas encompassing reedbeds and other marginal plants, with occasional outgrown willow pollards dotted along its length. A fringe of emergent plants may be seen at the base of both banks, which are generally relatively shallow in profile. "Landscape and Ecology Management Plan" CSA Environmental Planning 2004

In January 2008 the site was laid out to maximise public access and enjoyment of the site. The main works included:

- Provision of a boardwalk to the river
- Creation of 2 shallow scrapes
- Planting of new plum and apple trees in the old orchard area
- Planting of a pear orchard
- Opening up of river views at 2 locations

- Provision of a site interpretation board
- Planting of new scrub areas
- Planting of standard trees
- Planting of wildflower meadow areas
- Planting of amenity grassland area
- Creation of rolled grass paths
- Provision of dog mess bins
- Provision of picnic benches

1.5 Management achievements – since the site opened to public access the Parish Council staff and volunteers have maintained and improved the above areas.

- Cutting and raking of wildflower meadow and seeding with new wildflower stock
- Maintenance of old orchard area and planting of replacement heritage plum and apple trees
- Development and maintenance of reed bed areas (shallow scrapes)
- Maintaining river view areas by careful management of reeds and weed growth in river
- Further provision for reptiles by building of log piles
- Removal of litter as necessary
- Provision of new Boardwalk to maintain public ability to access river views.

Key to the success of the site is to increase biodiversity and maintain the open grassland land, whilst keeping the site accessible to all.

1.6 Connectivity with other sites

Stockbridge Meadows lies within the village of Melbourn with private land bordering its boundaries. There are important wildlife sites within a 5-mile radius.

- a) River Mel is a chalk stream whose source lies just outside Stockbridge Meadows with the river flowing along the sites borders and onwards to join the River Rhee. The River Mel is approximately 5 miles in length.
- b) RSPB Fowlmere – RSPB (SSSI name is Fowlmere Watercress Beds) OS Map ref:TL406461 – connectivity to Melbourn village due to farmland abutting the reserve
- c) L-Moor Shepreth – OS map ref: TL385475 managed by Beds, Cambs and Northants Wildlife Trust – there is connectivity here due to the course of the River Mel through Meldreth and connection with Guilden Brook.
- d) Melwood – OS map ref: TL 37804590, owned by Cambridge County Council leased to Meldreth Parish Council and managed by Melwood Volunteers abuts the River Mel as it passes through Meldreth
- e) Therfield Heath – Stockbridge Meadows is owned Bt MSSSI managed by The Conservators for Therfield Heath

1.7 Purpose of declaration

Melbourn Parish Council's purpose is to strengthen the identity of the site by gaining official recognition of Stockbridge Meadows as a Local Nature Reserve (LNR). This is to provide more protection for the site while increasing its biodiversity and ensuring a

green space for the use and enjoyment of the local community. During the Covid pandemic the community found visiting the area helped with anxiety and stress created by the pandemic. It is well documented that green spaces such as Stockbridge Meadows sited within the middle of a village helps mental health issues. As referenced above, the site is near to other important wildlife sites, with Stockbridge Meadows helping to connect and enhance the collection of important sites within the wider area. It is also an important habitat for pollinating insects, badgers, water voles and reptiles.

The Parish Council is committed to developing further conservation plans for the village and see the gaining of local nature reserve status as an important platform to launch their plans.

1.8 Known constraints

The River Mel's source lies on the edge of Stockbridge Meadows and during prolonged drought the river has dried up. The Environment agency in consultation with the River Mel Restoration Group are exploring mitigation steps to improve support to the river in times of drought.

Sufficient manpower and finance to maintain and develop the site are recognised constraints by Melbourn Parish Council.

1.9 Access and management policies

Stockbridge Meadows is accessible to the public twenty-four hours a day throughout the year. Access to the site by vehicle is through the entrance which lies off the road Stockbridge Meadows. This entrance leads to the nature reserves car park. Pedestrian access is through the same entrance. There are signs indicating access to the car park and reserve.

Management policies are provided as required by Melbourn Parish Council and the appropriate Local authority.



Figure 1: Site location map

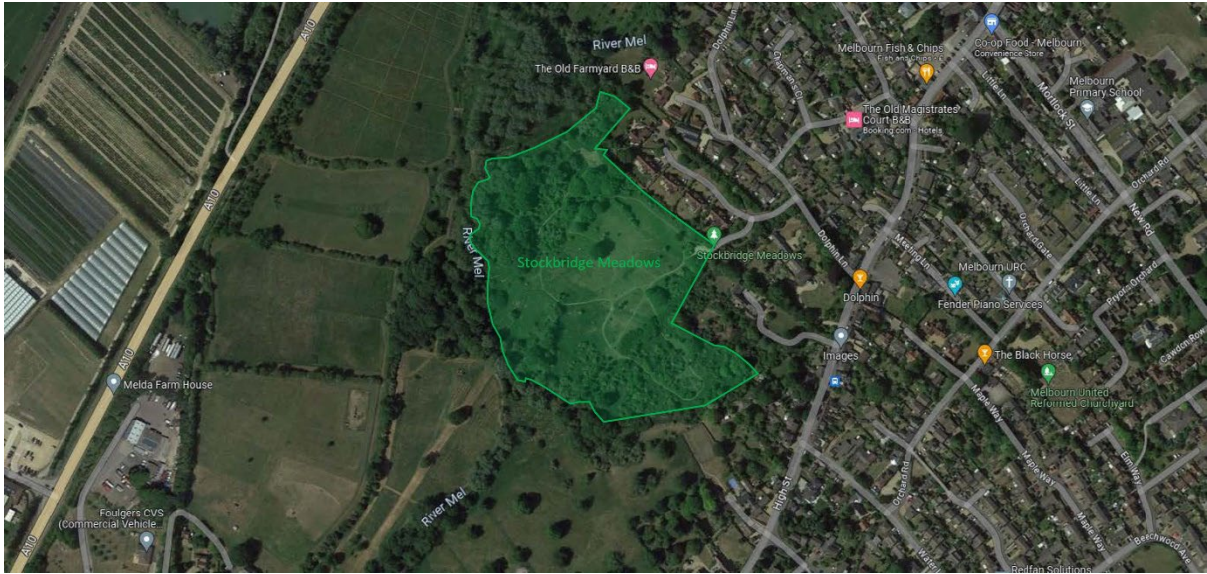


Figure 2: Stockbridge Meadows Boundary



2.0 Site description

The site is divided into habitat areas: wildflower meadows, rough grassland area for lizards and grass snakes, chalk stream and wetland, plum, gage and apple orchard, amenity area and scrub, woodland, meadow with trees.

2.1 Wildflower meadows -The wildflower meadow is next to the amenity area and is much appreciated by the public, with meadow cranesbill, ox eye daisies, yellow rattle and many more. Butterflies and moths are attracted to the flowering plants and in the summer months Glow worms may be seen at night, putting on a light display.

Rabbit infestation is a problem as they dig in the meadow, damage the paths and eat the wildflowers.

Grass and nettle encroachment continues to be an issue, yellow rattle seed has been sown over the last few years and is beginning to weaken the grass.

2.2 Rough grassland -snakes and lizards. The reptile area has log piles with roofs of corrugated iron to provide habitat for snakes and lizards. The corrugated iron is also laid within this area and grass snakes can sometimes be found lying underneath them warming themselves. Grass cutting is minimal in this area, although pathways are cut through to link it with the open amenity area. Lizards can be seen basking on the boardwalk and grass snakes often bask in the open areas of the reed beds. Volunteers ensure that the log piles are fit for purpose and that the corrugated iron remains within this area.

2.3 River/Wetland habitat – Our rare chalk stream, the River Mel is one of the main attractions for our visitors and an essential requirement for the wildlife. Water voles live along the river bank. **Access to** view the river is provided from the boardwalk which runs between the reed beds and volunteers maintain another viewing point further along this stretch.

The open water areas in the reed beds provide habitat for frogs and dragonflies.

2.4 Orchard- Heritage fruit trees were planted last autumn to replace older trees that had reached the end of their life. The old trees have been left in situ so as to continue to provide habitat for invertebrates.

2.5 Hedgerows/scrub- These areas provide important habitat for badgers and muntjac due to limited access by the public. Muntjac lie up in the scrub during the day. The badger sett was in place at the setting out of the site and continues to be used, although it has moved from the original site to be slightly further from the path.

2.6 Amenity area: Open grassland in the centre of the site provides an area for families to picnic and enjoy games with their children. The local primary school brings classes over to the area and holds family afternoon get togethers.

There is seating at points in the reserve for the public to sit and enjoy the green space and wildlife.

Birds' species such as green woodpecker utilise the open grassland, while owls and birds of prey hunt small mammals. The wildflower meadow provides a pleasant backdrop to the amenity area. Bird boxes were placed through the canopy of trees across the reserve prior to its public opening. Buzzards have nested and reared their young in the trees along and behind the river bank.

Bat boxes were also positioned at the same time as the bird boxes. They are still in place but unfortunately some of them have been vandalised and require replacement.

2.7 Trees – there is a scattered mix of hawthorn, elder, ash and a veteran field maple. A copse of ash trees lies behind the wildflower meadow and are as yet only minimally affected by ash die-back. There is also grey poplar and recently planted black poplar. Fallen dead wood is left as habitat for invertebrates and for children to make hides.

3.0 Site evaluation

Size

The site is approximately 5.2 hectares (~13 acres). When considered with nearby land (within mixed private ownership), then a much larger mix of grassland, parkland, orchard and river exists in the order of 44.2 hectares in direct connection with the site.

Diversity

The site contains an interesting mix of dry grassland to fen habitats (although becoming degraded). An area of new wildflower meadow habitat has been planted that should provide seed to other parts of the site. The diversity of the existing grassland flora was considered poor, possibly as a legacy of the site's partial former arable use.

Small woodland habitats include wet woodland and willow carr adjacent to the river. No tree management had been undertaken for many years with fallen trees lying in, and across, the river in places. A number of trees had been managed for safety reasons prior to the site being opened up to the public. Many trees are still suffering from rabbit damage.

The former orchards have been supplemented through new planting together with the preservation of some original trees through scrub removal.

New areas of scrub planting have been undertaken to try and compensate for the scrub loss following the general opening up of the site.

Shallow scrapes have been created adjacent to the boardwalk to provide open water habitats (different from that provided by the river).

The site's diversity is now considered to have been much enhanced following the work in early 2008.

Naturalness

The orchard area had most likely been planted within the last 50 years and now has some new planting to supplement it.

The area of Trayles Manor has been left uncleared of scrub. Where open ground occurs, it is dominated by nettles.

The area of fen type habitat and adjacent wet woodland is perhaps the most natural within the site as the site's high water table conditions have dictated the flora that has established.

Rarity

Whilst no rarities of flora occur on site two animal species are of note; badger whose sett contains a number of active holes on the edge of the orchard area, and the common lizard which were translocated to a specially laid out area to the south west of the site. Of local interest (and possibly of county importance), is the presence of glow worms.

Melbourn village contains a number of formally managed open spaces. This site is the only one near to the village's centre where wildlife conservation is the main objective.

Fragility

Grassland habitats can be fragile in the absence of appropriate cutting regimes. The river could become entirely choked by sedge and common reed if left unmanaged. The wet woodland would eventually outcompete the willow carr areas. The fen area is currently showing signs of drying out with an ingress of nettles. The scrapes would become quickly overgrown if not cleared in the winter. The orchard areas could become overgrown by ivy and brambles if not maintained.

History

To the south of the site is the archaeological remains of the 14th century site of Trayles Manor, a former moated house.

Ecological position

The site is bounded by the River Mel on its west beyond which is open grassland and copses. To the north and east are (relatively large) residential garden of Melbourn village. To the south is grassland and parkland habitats of Melbourn Bury. The site is considered to be largely open to the countryside.

Intrinsic value

The site is an area managed for its range of semi-natural habitats (as opposed to formally managed recreation areas). The presence of common lizards and glowworms are the only known populations within the village in a public area.

Identification and confirmation of important features

The site of Trayles Manor is important historically.

The presence of the River Mel is important as a clear chalk river habitat with otters, wild

brown trout and water voles associated within it.

The old orchard is a priority habitat for conservation.

The scrapes provide open water habitats of benefit to amphibians and invertebrates.

The presence of a badger's sett is important, even though several others are present within the parish.

The wildflower meadows are visually important and should increase in value for invertebrates as they mature.

The presence of glow worms within the is considered to be of local importance (if of county importance).

The majority of the site has been influenced by Man's use of the site over the centuries and recent history. The current grassland has been re-sown with an amenity mix and a wild flower mix (Emorsgate Seeds EM5 & EM8). Areas of tussock grassland have been retained and patches of cowslip are also present in a few places.

3.1 Biodiversity Stockbridge

Stockbridge Meadows is a small site that contains a diverse mix of habitats including wildflower meadow, a chalk stream with wetland, grassland, scrub, ditches, and woodland. The site has a rich biodiversity and provides an important habitat for many different species. The wildflower meadow and open grassland attracts butterflies, bees and moths. Habitat has been provided for common lizards and grass snakes, while glow worms can be found and seen along the grass paths in June and July.

The chalk stream is a rare habitat providing shelter for water voles and food for the kingfisher. The reed beds and scrapes encourage dragonflies, frogs and toads to the area. Buzzards have nested in the trees behind the river since the reserve opened.

A small mammal survey undertaken prior to the covid pandemic counted 42 field and wood mice and a single shrew in one night.

The mix of habitats and links with other wildlife sites nearby enhance its value and help to increase its biodiversity. As with any site the greater the number of habitats present usually means that there is greater biodiversity. The maintenance of this site intends to enhance and protect the habitats present. The most important habitat is the chalk stream with its reed beds and the wildflower meadow.

The site is divided into habitat areas: wildflower meadows, rough grassland area for lizards and grass snakes, chalk stream and wetland, plum, gage and apple orchard, amenity area and scrub, woodland, meadow with trees.

4. Site Evolution

The site has been open for almost ten years and the fundamental aspects of the reserve remain unchanged. The grass cutting has maintained the paths and amenity area as shown in the maps above. However, it is recognised that in the intervening years the site has matured and issues with the upkeep in line with the previously agreed management objectives has demonstrated a need to revisit decisions and develop plans and objectives for the current reserve and what it will need in the future.

Melbourn Parish council and the volunteers are in agreement that applying for and being successful in gaining Local Nature Reserve status is the ideal platform to reassess and plan with a view to increasing resources required to fully implement a maintenance plan alongside an aspirational 5-year plan.

4.1 Volunteering.

A volunteer group was set up when the reserve fully opened to the public in July 2012. This group met regularly when the reserve first opened to support the Village Wardens with the implementation of the management plan. At present the volunteers meet as required to maintain the wildflower meadow and reptile area. In the last few years local businesses have provided volunteers from their employee volunteer schemes to assist the Stockbridge Meadows volunteers on specific projects (raking off the wildflower meadow, building refuges for the lizards and clearing the reed beds as necessary). The River Mel Restoration Group, a local volunteer group, maintain the River Mel and reed beds within the reserve. Local interest in environmental projects has increased since the pandemic and other groups such as Churches Together have joined forces with the volunteer group to plant heritage fruit trees within the orchard.

It is a priority to attract new volunteers to the volunteer group in order to fulfil the future plans for Stockbridge Meadows. A model of monthly volunteer meetings working alongside the parish council staff member is planned.

Melbourn Parish Council provides insurance for the volunteers along with non-power tools as required.

4.2 Local schools

The local primary school arranges educational and social visits to the reserve. At present this is on an informal basis, however, if resources allow the Parish Council and volunteers aim to provide a more planned and organised programme with schools and young people community groups.

5.0 Information and reporting provision

An interpretation board is located at the main entrance and provides information about the habitats and the wildlife present on site.



5.1 Marketing and Promotion

Occasional articles are written for the local community award winning magazine – Melbourn Magazine which is published quarterly. This provides readers with information about the area, such as the findings of a small mammal survey, photographs of butterflies and moths taken by a keen local photographer.

Recently new signage has been put in place to clarify the access to the site and its car park.

Stockbridge Meadows has seen an increase in footfall since the Covid 19 pandemic. Its central position within the village has provided and continues to do so, a small oasis of calm and greenery. This is welcomed but it does bring pressure onto the reserve's habitat and wildlife. It has also brought benefits as new volunteers have come forward to boost the volunteer group numbers and reduce the demographic age.

The benefit of the site for wildlife must be balanced against the value for people that use the site. There can sometimes be a conflict between managing the site for people (access and leisure) and managing the site for wildlife so it is important to involve members of the local community to help them gain an understanding of the site and the wildlife within.

5.2 Budget

Melbourn Parish Council – Support Statement

Melbourn Parish Council owns and is responsible for the Stockbridge Meadows asset. The Council has formally voted and agreed to support the management plans to secure this valuable natural resource and to maintain it formally as a Nature Reserve. Melbourn Parish Council commits to providing the necessary financial and manpower resources to support this Management Plan, together with the detailed and seasonalised maintenance schedule annexed to this document. The support will be offered as:

(a) Capital Requirements

The Stockbridge Meadows area benefits from being some distance from significant housing or other development and is out of direct sight of almost all urbanisation. The plans to secure the area more formally as a Nature Reserve will require increased attention and oversight. Some secure storage and maintenance equipment will be needed, together with a closer access to water supplies. As issues are identified finance will be set aside in annual budgets to service these needs.

(b) Manpower Requirements

A decision has already been taken to supplement the team of Village Wardens. The Wardens have previously covered a wide-ranging role, looking after both ecological and general maintenance needs across the entire parish estate. The Warden team has been extended to include a Conservation Warden who has focused responsibilities for all green spaces and, in particular Stockbridge Meadows, due to the special and unique qualities it represents.

The individual now appointed has long experience with the nature reserve, having been associated with it since its inception. This staffing change, increasing the paid staff team, is an added investment by the Melbourn Parish Council that anticipates the responsibilities required for maintenance and long-term development to support registration of Stockbridge Meadows as formal Nature Reserve.

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

January to March	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	Costs and Time
Maintenance of Site Infrastructure	Keep area around benches and picnic tables clear of nettle	HIGH	Conservation warden with assistance from Volunteers	Appropriate treatment fluid for Information Board	Conservation warden time through Jan to March
	Clean and treat wooden benches				
	Keep area around Boardwalk clear of reeds and encroaching weeds				
	Treat Information Board woodwork as necessary and clean glass				
	Car park area keep clear of weeds and litter				
Maintenance of Wildflower Meadow	Cut Wildflower meadow and sow appropriate wildflower seed e.g. yellow rattle	HIGH	Conservation warden with assistance from Volunteers	Purchase of wildflower seed	Conservation warden costs.
Maintenance of Reed beds and scrapes	Cut back reeds in scrapes to provide open water and suitable environment for amphibians to spawn	HIGH	River Mel Restoration Group volunteers	Purchase of two lightweight scythes	RMRG volunteer time approximately 3 hours Estimated cost of one scythe = £85 incl VAT
April to September					
Maintenance of Amenity Grassland area	Cut monthly as a minimum -grass to be cut to 5-10cm in height	HIGH	Contractors under advisement of Conservation Warden	Dependent upon the growing season cutting may need to run into October	Contractors' costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

April to September(contd.)	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIME
Maintenance of Main paths	Cut paths to 2 metres wide	HIGH	Contractors under advisement of the Conservation warden		Contractors' costs and time
	Rabbit scrapes to be filled in as necessary to maintain safe pathways	HIGH	Conservation warden	Top soil to fill in the scrapes	Conservation warden's time and costs
Minimal maintenance of rough grassland and cowslip area	Minimal cut to Cowslip area during the growing season	Medium	Conservation warden		Conservation warden's time and costs
Maintenance of woodland and scrub area	Keep paths clear of overhanging branches Review Trees health and assess need for replacements	HIGH	Conservation warden		Conservation warden's time and costs
Maintenance of lizard area	Ensure 3 paths cut and remain open through the area	HIGH	Contractors under advisement of Conservation warden		Contractors' costs and time
Invasive species	Regular assessment of the reserve to identify early intrusion of invasive species	HIGH	Conservation warden with assistance from volunteers	Investigate resources required to treat invasive species	Conservation warden's costs and time
Maintenance of Old Orchard	Keep nettles under control by strimming area monthly through the growing season Prune Plum and Gage trees in June/July Check tree guards Water replacement trees	HIGH	Conservation warden with assistance from volunteers	Access to water source in reserve at present non available	Conservation warden's costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

April to September(contd.)	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES
WILDFLOWER MEADOWS	Using Allen Scythe cut meadows in middle of August and rake off approximately two to three weeks later depending upon the weather and ground conditions Rakings to be placed in lizard area	HIGH	Conservation warden to cut meadow Volunteers to rake off cuttings and remove to lizard area		Conservation warden's costs and time
October to December					
Maintenance of Site Infrastructure	Keep area around benches and picnic tables clear of nettle Clean and treat wooden benches Keep area around Boardwalk clear of reeds and encroaching weeds Treat Information Board woodwork as necessary and clean glass Car park area keep clear of weeds and litter	HIGH	Conservation warden with assistance from Volunteers	Appropriate treatment fluid for Information Board Consider use of Herbicides to keep weeds under control in car park	Conservation warden time through October to December
Old Orchard	Prune apple trees as needed	HIGH	Conservation warden with assistance from Volunteers		Conservation warden's costs and time

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

Maintenance of Bird boxes	Check boxes for damage and replace as necessary	HIGH	Conservation warden with assistance from Volunteers		Conservation warden's costs and time
October to December (contd.)	ACTIVITY	HIGH	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES
Maintenance of Bird boxes	Record usage. Empty and clean before replacing on site	HIGH			Conservation warden's costs and time
Maintenance of reed beds and scrapes	Cut back reeds in scrapes to provide open water. Rake off cut reeds	HIGH	Volunteers	Purchase of two lightweight scythes	Volunteers time Cost of scythes see Jan to March for costings.
Throughout year	ACTIVITY	PRIORITY	RESPONSIBLE PERSON	ADDITIONAL RESOURCES	COSTS AND TIMES

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

<p>DEVELOPMENT OF VOLUNTEER GROUP</p> <p>Increase Public awareness of reserve</p> <p>Develop links with local schools, youth groups and nurseries</p>	<p>Develop plan to recruit volunteers Develop links with Timebank and Local corporates</p> <p>Assistance from Parish Council with advertising volunteer opportunities</p> <p>Consider ways to inform public regarding habitats and the wildlife in reserve e.g. writing regular articles in Melbourn magazine, parish magazine.</p> <p>Contact identified schools etc to discuss ways of developing strong links</p>	<p>HIGH</p> <p>HIGH</p> <p>HIGH</p>	<p>Volunteer leaders with Conservation warden input and assistance</p> <p>Melbourn Parish Council</p> <p>Volunteers and local wildlife experts</p> <p>Volunteer leads with support from Conservation warden</p>	<p>Consider provision of secure container for storage of tools to be sited in car park To avoid volunteers transporting tools to site each time.</p>	<p>Cost of suitable container</p> <p>Volunteers time</p> <p>Volunteers time.</p>
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Yellow Highlighted Items imply Capital Spend

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

STOCKBRIDGE MEADOWS ASPIRATIONAL AIMS AND OBJECTIVES 2024-25

OBJECTIVE	AREA	ADDITIONAL RESOURCES	PRIORITY	BY WHOM	COMPLETION DATE
REVIEW ANNUAL MAINTENANCE PLAN	ALL AREAS	AMEND AS APPROPRIATE	HIGH	MPC/WARDEN/VOLUNTEERS	JANUARY 2024
RECLAIM WILDFLOWER MEADOWS FROM INVASIVE WEEDS TO IMPROVE WILDFLOWER DIVERSITY	WILDFLOWER AREA – RIGHT HAND SIDE OF PATH LEADING TO RIVER MEL WILDFLOWER AREA ON LEFT OF PATH LEADING TO OLDORCHARD	AREAS TO BE CUT AND VEGETATION TO BE RAKED OFF	HIGH	CONTRACTORS TO CUT VOLUNTEERS TO RAKE OFF	APRIL
RECLAIMED WILDFLOWER AREAS TO BE RESEDED WITH WILDFLOWER SEEDS	AS ABOVE	PURCHASE OF APPROPRIATE WILDFLOWER SEEDS	HIGH	SEEK FUNDING SOWN BY VOLUNTEERS	
RECLAIMED AREAS TO BE INCORPORATED IN MAINTENANCE CUTTING PROGRAMME	AS ABOVE	REGULAR CUTTING	HIGH	CONTRACTORS	ONGOING
ONGOING RESEEDING FOLLOWING CUTTING					ONGOING
WORK WITH FWAG TO ASSESS THE PROVISION OF POND FOR GREAT CRESTED NEWTS	SCRUB LAND BELOW LIZARD AREA	SCRAPE MONITORED TO ASSESS WATER TABLE	HIGH	VOLUNTEERS	REVISIT FROM FWAG ?

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

OBJECTIVE	AREA	ADDITIONAL RESOURCES	PRIORITY	BY WHOM	COMPLETION DATE
IF AREA CONSIDERED SUITABLE WORK WITH FWAG MEMBERS TO PLAN THE POND FORMATION					TBD
PROVISION OF NEW BASKING AREAS FOR SNAKES AND LIZARDS					TBD
DEVELOP NETWORK OF COMMUNITY VOLUNTEERS					TBD

Future Years - OUTLINE

STOCKBRIDGE MEADOWS AIMS AND ASPIRATIONAL OBJECTIVES 2025-26

- **REVIEW ANNUAL MAINTENANCE PLAN**

- CONTINUE WORK WITH FWAG DEVELOPING POND
- CONTINUE TO RECLAIM AND DEVELOP WILDFLOWER AREAS
- ENSURE CLEAR WATER THROUGH REED AND SEDGE MANAGEMENT
- BUILD ON NETWORK OF COMMUNITY VOLUNTEERS – USE OF SOCIAL MEDIA
- DEVELOP LINKS WITH SCHOOLS AND YOUNG COMMUNITY GROUPS
- LIASE WITH RELEVANT BODIES TO ARRANGE A REPTILE SURVEY

STOCKBRIDGE MEADOWS 2024 – 2025 Calendarised Tasks & Aspirational Objectives

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2026-27

- **REVIEW ANNUAL MAINTENANCE PLAN**
- CONSIDER USE OF GRAZING ANIMALS FOR WILDFLOWER MEADOWS – RISK ASSESSMENT AND HEALTH AND SAFETY ISSUES
- PLANT FWAG POND AND ENSURE HABITAT SUITABLE – SURVEY FOR NEWTS
- CONSIDER NEED FOR TREE SURVEY AND CONSIDERATION OF TREE REPLACEMENT PLAN

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2027-28

- **REVIEW ANNUAL MAINTENANCE PLAN**
- ASSESS GRAZING ANIMALS FEASIBILITY IN LINE WITH PREVIOUS FINDINGS
- ARRANGE SURVEYS FOR SMALL MAMMALS TO EVALUATE AGAIN PREVIOUS FINDINGS
- CONTINUE RESEEDING WILDFLOWER MEADOWS AS APPROPRIATE

STOCKBRIDGE MEADOWS ASPIRATIONAL OBJECTIVES 2028-29

- **REVIEW ANNUAL MAINTENANCE PLAN**
- **CONSIDER FUTURE POSSIBLE DEVELOPMENTS**
- **CONTINUE DEVELOPING PUBLIC UNDERSTANDING OF NATURE RESERVES**

MELBOURN PARISH COUNCIL

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 7-11-23.	Sf. 13-11-23.
Village Car Park	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 6-11-23.	Sf. 13-11-23.
War Memorial	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 6-11-23.	Sf. 13-11-23.
Littlehands and Access Way	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 7-11-23.	Sf. 13-11-23.
New Rec. Ground	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 7-11-23.	Sf. 13-11-23.
Clear Cres. Play Park	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 6-11-23.	Sf. 13-11-23.
Orchard Road Cemetery	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 6-11-23.	Sf. 13-11-23.
New Road C/metry	Sf. 16-10-23.	Sf. 24-10-23.	1-11-23	Sf. 6-11-23.	Sf. 13-11-23.
Old Recreation Ground	Sf. 17-10-23.		1-11-23		Sf. 13-11-23.
Pavilion	Sf. 17-10-23.		1-11-23		Sf. 14-11-23.
Stockbridge M.	Sf. 16-10-23.		1-11-23		
Worcester Way	Sf. 16-10-23.		1-11-23		Sf. 13-11-23.
BMX Site (Summer & only if open)					

MELBOURN PARISH COUNCIL

Area	Monthly Checking Record				Week 5
	Week1	Week2	Week 3	Week4	
Allotments	Sf. 16-10-23.		AM 1-11-23		Sf. 14-11-23.
All Saints' C/Yard	Sf. 16-10-23.		AM 1-11-23		Sf. 13-11-23.
Jubilee Orchard	Sf. 17-10-23.		AM 1-11-23		
Fire Engine Shed				Sf. 13-11-23.	
Armingford Cres.				Sf. 14-11-23.	
Beechwood Avenue		Sf. 24-10-23.			Sf. 13-11-23.
Chalkhill Barrow		Sf. 24-10-23.			
Elm Way		Sf. 24-10-23.			Sf. 13-11-23.
Millennium Copse		Sf. 24-10-23.			Sf. 14-11-23.

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	Sf. 17-10-23 Sf. 14-10-23 Sf. 11.11.23 Sf. 7-11-23.			
Formal thermal control and hygiene regime – MPC to provide appropriate thermometer	Wardens				
Record cleaning and descaling	Cleaning contractor				
Showers – descale and disinfect	Cleaning Contractor				
Disinfect hot water unit in kitchen	Cleaning Contractor				
Hot water cylinders – check water temp (should be 60c)	Wardens				
Fit automatic flushing valves to expansion vessels OR flush regularly (to be carried out in conjunction with above **)	Wardens				
Service all TMVs annually – to be done as part of annual service of heating system	Heating contractor				
Check insulation to pipework where required	Heating contractor				

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.
16/10/2023	The Moor car park	Locked broke off gate by cars locked in?	Key holder			Graham replaced the padlock - office to look into security padlock options
16/10/2023	The Moor - New Rec	Sheltered seating set alight. Fire brigade attended.	Resident	Yes 17/10/23	DP-49170-23-3535-01	Reported to police. Area to be checked as safe by installers. No further action to be taken by police.
31/10/2023	The Moor - New Rec	Youths letting off fireworks in the direction of other people	Cllr	Yes 31/10/23	518 31.10.23	Graham and other residents reported to the police who attended. No further action to be taken by police.
09/11/2023	The Moor	Flytipper fridge	Litterpicker			Reported to district for removal
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
14/11/2023	The Moor - MVC side	Dead tress causing concern	Resident			Spoken to land owner who will arrange emergency removal - Wardnes marked out 'unsafe' area on New Rec to advice residents.

From: A.C Stoneworks <astoneworks@aol.com>
Sent: 06 November 2023 17:10
To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Saxon Memorial
Attachments: melbourn parish - anglo saxon plaque 6.11.JPG

Please find re-worked layout attached
If happy to proceed please send 1 x signed copy and pay the 50% deposit
I will then order the stone in Portland as requested.
Many thanks
Sara

Colin & Sara Paris
A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM)
sponsored, Memorial Design Category of the National Competition

On Monday, 6 November 2023 at 13:58:17 GMT, <parishclerk@melbournparishcouncil.gov.uk> wrote:

Hi Sara,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, without the celtic emblem with the following engraving:

Here lies the Anglo Saxon family

Reburied 2015

Could the "reburied in 2015" be in slightly smaller writing?

The council were otherwise happy with the size and dimensions.

Thank you

Best wishes

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel: 01763 263303 (option 3)

assistantclerk@melbournparishcouncil.gov.uk

<http://melbournparishcouncil.co.uk>

Please note: My working hours are usually Monday to Thursday, 9.30am – 2.30pm

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The Parish Office will be closed from 1.30pm on Thursday 31st August and will reopen at 10am on Monday 4th September.

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From: A.C Stoneworks <astoneworks@aol.com>

Sent: 10 October 2023 11:57

To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Saxon Memorial

Thank you

I have attached the estimate. I will send the hard copies by post

Many thanks

Sara

Colin & Sara Paris

A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM) sponsored, Memorial Design Category of the National Competition

On Monday, 2 October 2023 at 13:16:08 BST, <parishclerk@melbournparishcouncil.gov.uk> wrote:

Hi Sara,

Thank you for getting back to us so quickly.

I like your suggestions, so please can you quote for this? The 18 x 18 x4 lowering to 2 is about the size we had in mind.

Thanks again
Alex Coxall & Abi Williams
Parish Clerk

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

Tel: 01763 263303 (option 3)
assistantclerk@melbournparishcouncil.gov.uk
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From: A.C Stoneworks <astoneworks@aol.com>

Sent: 27 September 2023 14:48

To: parishclerk@melbournparishcouncil.gov.uk

Subject: Re: Saxon Memorial

Alex & Abi,

Please find attached something I have just put together so i have an idea of what you have in mind

I can then get you costings

I suggest either yorkstone or Portland

and the letters would be sandblasted and painted black.

the edges could be softened with a bevelled /rounded finish

I would suggest something 18 x 18 x 4" lowering to 2" OR 24"

Do you want something larger ?

Please let me know

Many thanks

Sara

Colin & Sara Paris
A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM) sponsored, Memorial Design Category of the National Competition

On Wednesday, 27 September 2023 at 13:53:34 BST, parishclerk@melbournparishcouncil.gov.uk
<parishclerk@melbournparishcouncil.gov.uk> wrote:

Good Afternoon,

The Parish of Melbourn have an Anglo Saxon family buried in their cemetery, and the Parish Council are looking into the possibility of a memorial to mark to location of burial.

The Council have a ground memorial tablet (with a wedge) in mind, in a stone (not polished) material, engraved lettering, along the lines of "Here lies the Anglo Saxon family, buried xxxx"

Essentially, very simple and in keeping with the Saxon time period.

Would you please send us over some design ideas and a quote for the council to consider?

Many thanks in advance,

Best Wishes

Alex Coxall & Abi Williams
Parish Clerk

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

Tel: 01763 263303 (option 3)
assistantclerk@melbournparishcouncil.gov.uk
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A.C. Stoneworks

Head Office - 47 Hillside, Orwell
Royston SG8 5QZ

Tel: 020 8360 7222 or 01223 208351

Mobs: 07958 537970/07779 410719

www.acstoneworks.co.uk

F.A.O - Alex Coxall & Abi Williams
Melbourn Parish Council
Melbourn Community Hub
30, High Street
Melbourn
Cambs SG8 6DZ
Tel - 01763 263303 (Opt 3)
parishclerk@melbournparishcouncil.gov.uk

10th Oct 2023



Cemetery plaque, Melbourn

Dear Alex & Abi

Thank you for asking A.C Stoneworks to give you an costing for the above memorial in the above cemetery. I presume you have a plot area in mind I will need the exact area you in due course if you want us to fit it.

The memorial will be placed a concrete landing in accordance with British standards BS8415.

This costing is based on a 18 x 18 "square plaque 4" high lowering to 2".

The time scale for this, is in excess of 20 weeks and the costings have surprised me, I may be able to find cheaper options but that would be a polished or unpolished light grey granite BUT that does not fit in with the traditional type stone more fitting for this memorial. Please let me know

Estimate 18 x 18 4-2" in Yorkstone OR Portland

1 x Memorial - as above	£947.00
1 x fitting to landing	£75.00
38 x letters cut & Blacked @ £3.25 per letter/character	£123.50
1 x Celtic design cut & black	£75.00
Sub Total	£1220.50

Vat @ 20%	£244.10
Grand total	£1464.60

If happy to proceed I will need ONE copy of the layout signed and returning, and a 50% deposit. Please indicate York or Portland choice of stone (or a requote for a honed granite)
The time to completion is approx. 20-36 weeks approx. (usually sooner)

Deposits payable by BACS (preferred) or Cheque

HSBC BANK

Sort Code - 40-20-23

Acc No - 01808303

Account Name - A.C Stoneworks

Ref - Saxon memorial - Melbourn

If you have any questions, then please do not hesitate to contact on the following office number - 01223 208351/0208 360 7222 I look forward to speaking to you soon.

With thanks

Mrs Sara J Paris

For & on behalf of A.C.Stoneworks.

*Valid for 30 Days

A.C Stoneworks

Inscription proof.

Please check carefully, Spelling, Dates, Artwork and tick as required

A, The details of this proof are correct. Please Proceed

B. Having made alterations I require a further proof

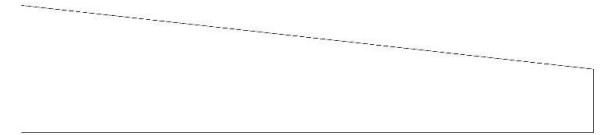
Most important - this is how the inscription will appear once approved. RECTIFICATIONS OF ANY ERRORS WILL BE CHARGED.

Clients Signature.....

Date.....

**HERE LIES
THE
ANGLO SAXON
FAMILY

REBURIED 2015**



From: Sharon Hobbs <Sharon@ivettandreed.co.uk>
Sent: 10 November 2023 11:45
To: parishclerk@melbournparishcouncil.gov.uk
Subject: RE: Saxon Memorial
Attachments: Melbourn Parish Council 10 Nov 2023.pdf

Dear Alex,

Thank you for your email.

We confirm the cost for the York Stone or Portland Stone wedge shaped tablet 18" x 18" x 4" thick sloping to 2" at the front with the inscription attached cut only or cut and painted and fixed in Melbourn. would be £1025.00

Plus v.a.t at the prevailing rate.

Please find attached a layout of the proposed inscription as requested.

We hope that this information is of help to you and we can be of further assistance to you in this matter. Assuring you of our best attention at all times.

Kind regards
Sharon

IVETT & REED
QUALITY SET IN STONE

Ivett & Reed Ltd, 615 Newmarket Road, Cambridge, CB5 8PA

Tel: 01223 213500

Web: www.ivettandreed.co.uk

Email: info@ivettandreed.co.uk



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From: parishclerk@melbournparishcouncil.gov.uk [mailto:parishclerk@melbournparishcouncil.gov.uk]
Sent: 07 November 2023 13:23
To: Sharon Hobbs <Sharon@ivettandreed.co.uk>
Subject: RE: Saxon Memorial

Hi Sharon,

A 4" sloping to 2" would be fine.

The wording would be:

Here lies the Anglo Saxon family
Reburied in 2015

York stone would be the preferred colour.

Thank you

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel: 01763 263303 (option 3)

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From: Sharon Hobbs <Sharon@ivettandreed.co.uk>

Sent: 07 November 2023 08:57

To: parishclerk@melbournparishcouncil.gov.uk

Subject: RE: Saxon Memorial

Hi Alex

Thank you for your email.

Can you confirm if you require the wedge to be 4" thick sloping to 2" or 6" sloping to 2"? I can then re-quote this in the 18" x 18" size

The Portland stone is a cream/buff. The other option is York stone which is more of a yellow/beige – see pictures below from our showroom. Both these materials are soft, porous stones which get dirty fairly quickly.

I can get a layout prepared however can you confirm the exact wording required (below you have 2 different options for the last line) so avoid multiple unnecessary layouts.

I look forward to hearing from you.,

Kind regards

Sharon



IVETT & REED
 QUALITY SET IN STONE

Ivett & Reed Ltd, 615 Newmarket Road, Cambridge, CB5 8PA

Tel: 01223 213500

Web: www.ivettandreed.co.uk

Email: info@ivettandreed.co.uk



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PLAQUES**

**ARCHITECTURE
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Company registered in England no. 11367359. VAT number: 302 2461 57. Registered office as above.

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You can view our full [Privacy Policy](#) on our website.

From: parishclerk@melbournparishcouncil.gov.uk [<mailto:parishclerk@melbournparishcouncil.gov.uk>]

Sent: 06 November 2023 14:07

To: Sharon Hobbs <Sharon@ivettandreed.co.uk>

Subject: RE: Saxon Memorial

Hi Sharon,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, with the following engraving:

Here lies the Anglo Saxon family
Reburied 2015

Could the "reburied in 2015" be in slightly smaller writing?

The council were otherwise happy with the size and dimensions, but would appreciate a quote and visual for a stone that is 18 x 18 in addition.

Thank you

Best wishes

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel: 01763 263303 (option 3)

assistantclerk@melbournparishcouncil.gov.uk

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N.S

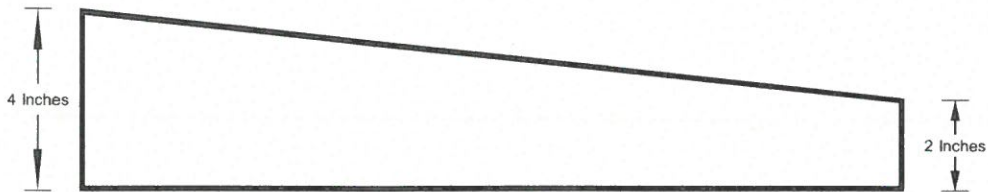
IVETT & REED
QUALITY SET IN STONE

Proof for Approval. Please check all spellings, dates and designs carefully. Please note: This is how the inscription will appear, once approved, rectification of any errors will be chargeable.

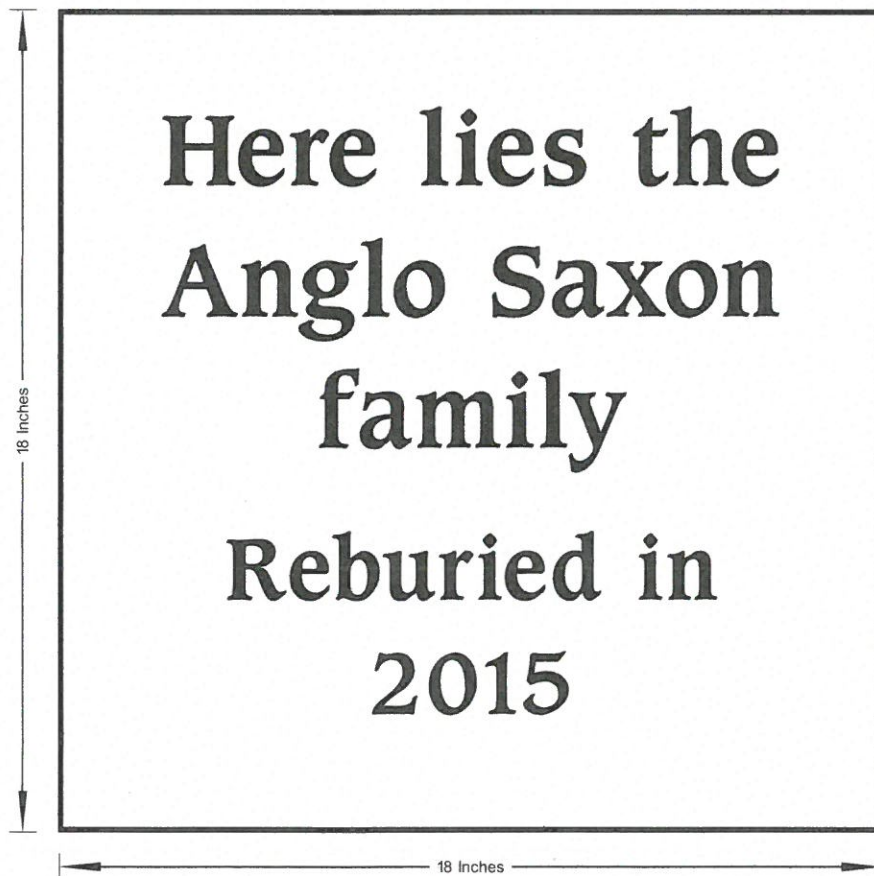
Signed

Printed

Date



SIDE VIEW



CAXTONB

FRONT FACE

From: Stanley Reynolds <stonehouse64@icloud.com>
Sent: 14 November 2023 07:14
To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Anglo Saxon Memorial

Hi Alex

Apologies for not responding sooner, but I've been out on site most days

I'll be in the office later this week and will forward a layout then

The cost to supply and deliver/fit an 18" x 18" wedge in Buff Sandstone would be £975 plus the letters (I am not vat registered)

Best wishes, Stan

On 6 Nov 2023, at 14:04, parishclerk@melbournparishcouncil.gov.uk wrote:

Hi Stan,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, with the following engraving:

Here lies the Anglo Saxon family
Reburied 2015

Could the "reburied in 2015" be in slightly smaller writing?

The council were otherwise happy with the size and dimensions, but would love it if you could also supply a quote and visual for a 18 x 18 version?

Thank you

Best wishes

Alex Coxall & Abi Williams
Parish Clerk

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

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assistantclerk@melbournparishcouncil.gov.uk
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From: Stanley Reynolds <stonehouse64@icloud.com>
Sent: 05 October 2023 16:29
To: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Subject: Re: Anglo Saxon Memorial

Dear Alex and Abi

I've attached an image of a honed (non-reflective) black granite tablet that I currently have in stock, measuring 18" wide x 15" front to back, sloping from 3" down to 1.5" which could also be supplied in the different types of stone I've included below, all of which, I can make from the 18" x 15" x 3" slabs I have in stock

To supply and fit in any of these options, up to the stated size would be £895 plus £8 per letter for a computer-generated inscription or £25 per letter for a hand carved inscription

I would be pleased to quote for a larger tablet if required

I am not vat registered

Hopefully this has been of some help, but please do let me know if I can be of further assistance

Best wishes, Stan

<image001.jpg><image002.jpg>On 2 Oct 2023, at 14:13, parishclerk@melbournparishcouncil.gov.uk wrote:

Perfect, thanks so much Stan.

Best Wishes

Alex Coxall & Abi Williams
Parish Clerk

Melbourn Parish Council
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From: Stan Reynolds <stonehouse64@hotmail.co.uk>

Sent: 02 October 2023 06:31

To: parishclerk@melbournparishcouncil.gov.uk

Subject: Re: Anglo Saxon Memorial

Dear Alex and Abi

Many thanks for your enquiry.

I will forward options and images when next in my office during this week.

Best wishes, Stan

Sent from my iPhone

On 27 Sep 2023, at 13:52, parishclerk@melbournparishcouncil.gov.uk wrote:

Good Afternoon,

The Parish of Melbourn have an Anglo Saxon family buried in their cemetery, and the Parish Council are looking into the possibility of a memorial to mark to location of burial.

The Council have a ground memorial tablet (with a wedge) in mind, in a stone (not polished) material, engraved lettering, along the lines of "Here lies the Anglo Saxon family, buried xxxx"

Essentially, very simple and in keeping with the Saxon time period.

Would you please send us over some design ideas and a quote for the council to consider?

Many thanks in advance,

Best Wishes

Alex Coxall & Abi Williams
Parish Clerk

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Saxon Memorial Quotes

No of Letters **39**

Supplier	Description	Price	Comp. Gen. Inscrip.	Hand Carved Ltrs	VAT	Total	Total 2	Notes
Stanley Reynolds	To Supply and deliver/ fit an 18"x18" wedge in Buff Sandstone	£ 975.00	£ 312.00	£ 975.00	N/A	£ 1,287.00	£ 1,950.00	No visual plan received
A.C Stoneworks	The memorial will be placed on a concrete landing in accordance with British Standards BS8415 Costing is based on a 18"x18" Square plaque 4" lowering to 2"	£ 1,022.00	£ 126.75	£ -	£ 229.75	£ 1,378.50	£ -	Quote recalculated by Clerk Visual plan received 50% Deposit required up front 20 week timescale
Ivett & Reed	Wedge shaped tablet 18"x18"x4" sloping to 2" at front with the inscription attached cut only or cut and painted and fixed in Melbourn	£ 1,025.00	£ -	£ -	£ 205.00	£ 1,230.00	£ -	Choice of York Stone or Portland Stone Visual plan provided

**HERE LIES
THE
ANGLO SAXON
FAMILY**

REBURIED 2015

**Here lies the
Anglo Saxon
family
Reburied in
2015**

From: Stanley Reynolds <stonehouse64@icloud.com>
Sent: 14 November 2023 07:14
To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Anglo Saxon Memorial

Hi Alex

Apologies for not responding sooner, but I've been out on site most days

I'll be in the office later this week and will forward a layout then

The cost to supply and deliver/fit an 18" x 18" wedge in Buff Sandstone would be £975 plus the letters (I am not vat registered)

Best wishes, Stan

On 6 Nov 2023, at 14:04, parishclerk@melbournparishcouncil.gov.uk wrote:

Hi Stan,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, with the following engraving:

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Could the "reburied in 2015" be in slightly smaller writing?

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Thank you

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From: Stanley Reynolds <stonehouse64@icloud.com>
Sent: 05 October 2023 16:29
To: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Subject: Re: Anglo Saxon Memorial

Dear Alex and Abi

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I would be pleased to quote for a larger tablet if required

I am not vat registered

Hopefully this has been of some help, but please do let me know if I can be of further assistance

Best wishes, Stan

<image001.jpg><image002.jpg>On 2 Oct 2023, at 14:13, parishclerk@melbournparishcouncil.gov.uk wrote:

Perfect, thanks so much Stan.

Best Wishes

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From: Stan Reynolds <stonehouse64@hotmail.co.uk>

Sent: 02 October 2023 06:31

To: parishclerk@melbournparishcouncil.gov.uk

Subject: Re: Anglo Saxon Memorial

Dear Alex and Abi

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I will forward options and images when next in my office during this week.

Best wishes, Stan

Sent from my iPhone

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Essentially, very simple and in keeping with the Saxon time period.

Would you please send us over some design ideas and a quote for the council to consider?

Many thanks in advance,

Best Wishes

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From: A.C Stoneworks <astoneworks@aol.com>
Sent: 06 November 2023 17:10
To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Saxon Memorial
Attachments: melbourn parish - anglo saxon plaque 6.11.JPG

Please find re-worked layout attached
If happy to proceed please send 1 x signed copy and pay the 50% deposit
I will then order the stone in Portland as requested.
Many thanks
Sara

Colin & Sara Paris
A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM)
sponsored, Memorial Design Category of the National Competition

On Monday, 6 November 2023 at 13:58:17 GMT, <parishclerk@melbournparishcouncil.gov.uk> wrote:

Hi Sara,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, without the celtic emblem with the following engraving:

Here lies the Anglo Saxon family

Reburied 2015

Could the "reburied in 2015" be in slightly smaller writing?

The council were otherwise happy with the size and dimensions.

Thank you

Best wishes

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

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From: A.C Stoneworks <astoneworks@aol.com>

Sent: 10 October 2023 11:57

To: parishclerk@melbournparishcouncil.gov.uk
Subject: Re: Saxon Memorial

Thank you

I have attached the estimate. I will send the hard copies by post

Many thanks

Sara

Colin & Sara Paris

A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM) sponsored, Memorial Design Category of the National Competition

On Monday, 2 October 2023 at 13:16:08 BST, <parishclerk@melbournparishcouncil.gov.uk> wrote:

Hi Sara,

Thank you for getting back to us so quickly.

I like your suggestions, so please can you quote for this? The 18 x 18 x4 lowering to 2 is about the size we had in mind.

Thanks again
Alex Coxall & Abi Williams
Parish Clerk

Melbourn Parish Council
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Cambridgeshire
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From: A.C Stoneworks <astoneworks@aol.com>

Sent: 27 September 2023 14:48

To: parishclerk@melbournparishcouncil.gov.uk

Subject: Re: Saxon Memorial

Alex & Abi,

Please find attached something I have just put together so i have an idea of what you have in mind

I can then get you costings

I suggest either yorkstone or Portland

and the letters would be sandblasted and painted black.

the edges could be softened with a bevelled /rounded finish

I would suggest something 18 x 18 x 4" lowering to 2" OR 24"

Do you want something larger ?

Please let me know

Many thanks

Sara

Colin & Sara Paris
A.C STONEWORKS

Silver prize Winners in the 2021 British Register of Accredited Memorial Masons (BRAMM) sponsored, Memorial Design Category of the National Competition

On Wednesday, 27 September 2023 at 13:53:34 BST, parishclerk@melbournparishcouncil.gov.uk
<parishclerk@melbournparishcouncil.gov.uk> wrote:

Good Afternoon,

The Parish of Melbourn have an Anglo Saxon family buried in their cemetery, and the Parish Council are looking into the possibility of a memorial to mark to location of burial.

The Council have a ground memorial tablet (with a wedge) in mind, in a stone (not polished) material, engraved lettering, along the lines of "Here lies the Anglo Saxon family, buried xxxx"

Essentially, very simple and in keeping with the Saxon time period.

Would you please send us over some design ideas and a quote for the council to consider?

Many thanks in advance,

Best Wishes

Alex Coxall & Abi Williams
Parish Clerk

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

Tel: 01763 263303 (option 3)
assistantclerk@melbournparishcouncil.gov.uk
<http://melbournparishcouncil.co.uk>

Please note: My working hours are usually Monday to Thursday, 9.30am – 2.30pm

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

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A.C. Stoneworks

Head Office - 47 Hillside, Orwell
Royston SG8 5QZ

Tel: 020 8360 7222 or 01223 208351

Mobs: 07958 537970/07779 410719

www.acstoneworks.co.uk

F.A.O - Alex Coxall & Abi Williams
Melbourn Parish Council
Melbourn Community Hub
30, High Street
Melbourn
Cambs SG8 6DZ
Tel - 01763 263303 (Opt 3)
parishclerk@melbournparishcouncil.gov.uk

10th Oct 2023



Cemetery plaque, Melbourn

Dear Alex & Abi

Thank you for asking A.C Stoneworks to give you an costing for the above memorial in the above cemetery. I presume you have a plot area in mind I will need the exact area you in due course if you want us to fit it.

The memorial will be placed a concrete landing in accordance with British standards BS8415.

This costing is based on a 18 x 18 "square plaque 4" high lowering to 2".

The time scale for this, is in excess of 20 weeks and the costings have surprised me, I may be able to find cheaper options but that would be a polished or unpolished light grey granite BUT that does not fit in with the traditional type stone more fitting for this memorial. Please let me know

Estimate 18 x 18 4-2" in Yorkstone OR Portland

1 x Memorial - as above	£947.00
1 x fitting to landing	£75.00
38 x letters cut & Blacked @ £3.25 per letter/character	£123.50
1 x Celtic design cut & black	£75.00
Sub Total	£1220.50

Vat @ 20%	£244.10
Grand total	£1464.60

If happy to proceed I will need ONE copy of the layout signed and returning, and a 50% deposit. Please indicate York or Portland choice of stone (or a requote for a honed granite)
The time to completion is approx. 20-36 weeks approx. (usually sooner)

Deposits payable by BACS (preferred) or Cheque

HSBC BANK

Sort Code - 40-20-23

Acc No - 01808303

Account Name - A.C Stoneworks

Ref - Saxon memorial - Melbourn

If you have any questions, then please do not hesitate to contact on the following office number - 01223 208351/0208 360 7222 I look forward to speaking to you soon.

With thanks

Mrs Sara J Paris

For & on behalf of A.C.Stoneworks.

*Valid for 30 Days

A.C Stoneworks

Inscription proof.

Please check carefully, Spelling, Dates, Artwork and tick as required

A, The details of this proof are correct. Please Proceed

B. Having made alterations I require a further proof

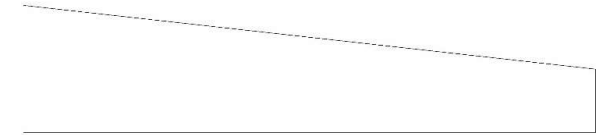
Most important - this is how the inscription will appear once approved. RECTIFICATIONS OF ANY ERRORS WILL BE CHARGED.

Clients Signature.....

Date.....

**HERE LIES
THE
ANGLO SAXON
FAMILY**

REBURIED 2015



From: Sharon Hobbs <Sharon@ivettandreed.co.uk>
Sent: 10 November 2023 11:45
To: parishclerk@melbournparishcouncil.gov.uk
Subject: RE: Saxon Memorial
Attachments: Melbourn Parish Council 10 Nov 2023.pdf

Dear Alex,

Thank you for your email.

We confirm the cost for the York Stone or Portland Stone wedge shaped tablet 18" x 18" x 4" thick sloping to 2" at the front with the inscription attached cut only or cut and painted and fixed in Melbourn. would be £1025.00

Plus v.a.t at the prevailing rate.

Please find attached a layout of the proposed inscription as requested.

We hope that this information is of help to you and we can be of further assistance to you in this matter. Assuring you of our best attention at all times.

Kind regards
Sharon

IVETT & REED
QUALITY SET IN STONE

Ivett & Reed Ltd, 615 Newmarket Road, Cambridge, CB5 8PA
Tel: 01223 213500
Web: www.ivettandreed.co.uk
Email: info@ivettandreed.co.uk



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From: parishclerk@melbournparishcouncil.gov.uk [mailto:parishclerk@melbournparishcouncil.gov.uk]
Sent: 07 November 2023 13:23
To: Sharon Hobbs <Sharon@ivettandreed.co.uk>
Subject: RE: Saxon Memorial

Hi Sharon,

A 4" sloping to 2" would be fine.

The wording would be:

Here lies the Anglo Saxon family
Reburied in 2015

York stone would be the preferred colour.

Thank you

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel: 01763 263303 (option 3)

assistantclerk@melbournparishcouncil.gov.uk

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From: Sharon Hobbs <Sharon@ivettandreed.co.uk>

Sent: 07 November 2023 08:57

To: parishclerk@melbournparishcouncil.gov.uk

Subject: RE: Saxon Memorial

Hi Alex

Thank you for your email.

Can you confirm if you require the wedge to be 4" thick sloping to 2" or 6" sloping to 2"? I can then re-quote this in the 18" x 18" size

The Portland stone is a cream/buff. The other option is York stone which is more of a yellow/beige – see pictures below from our showroom. Both these materials are soft, porous stones which get dirty fairly quickly.

I can get a layout prepared however can you confirm the exact wording required (below you have 2 different options for the last line) so avoid multiple unnecessary layouts.

I look forward to hearing from you.,

Kind regards

Sharon



IVETT & REED
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From: parishclerk@melbournparishcouncil.gov.uk [<mailto:parishclerk@melbournparishcouncil.gov.uk>]

Sent: 06 November 2023 14:07

To: Sharon Hobbs <Sharon@ivettandreed.co.uk>

Subject: RE: Saxon Memorial

Hi Sharon,

On further discussions with Council, could you provide an amended quote and visual, in buff sandstone, with the following engraving:

Here lies the Anglo Saxon family
Reburied 2015

Could the "reburied in 2015" be in slightly smaller writing?

The council were otherwise happy with the size and dimensions, but would appreciate a quote and visual for a stone that is 18 x 18 in addition.

Thank you

Best wishes

Alex Coxall & Abi Williams

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel: 01763 263303 (option 3)

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N.S

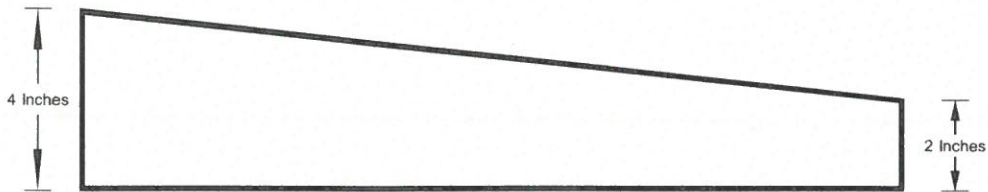
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Proof for Approval. Please check all spellings, dates and designs carefully. Please note: This is how the inscription will appear, once approved, rectification of any errors will be chargeable.

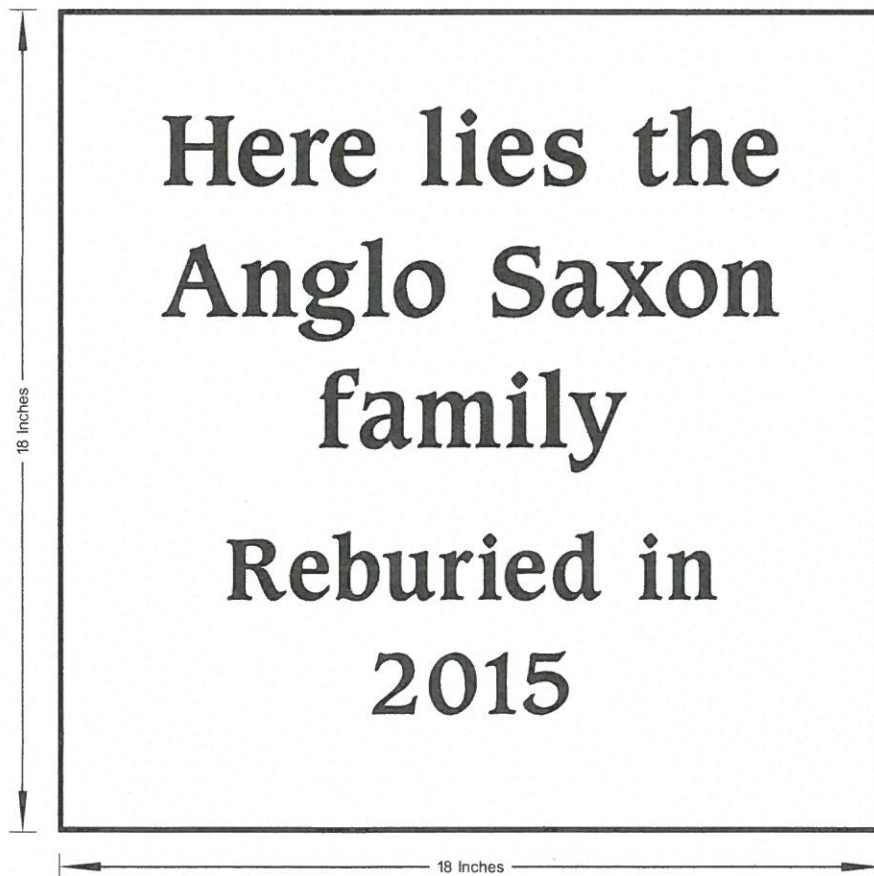
Signed

Printed

Date



SIDE VIEW



CAXTONB

FRONT FACE



the **play** inspection company

Annual Inspection

Melbourn Parish Council

The Moor Play Area

The Moor, Royston, Cambridgeshire, SG8 6ED



API Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL
t- 01202 590675 e- info@playinspections.co.uk

[www. playinspections .co.uk](http://www.playinspections.co.uk)

Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

- BS EN 15312** Free access multi-sports equipment
- BS EN 14974** Skateparks
- BS EN 16630** Permanently installed outdoor fitness equipment
- BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

- Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

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The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
Likelihood	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			Severity>>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

Equipment has been assessed to the following standards where relevant:

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).

The Moor Play Area

Inspection Ref: 2205303

Site Ref: 102212

Inspected: 25-October-2023 - 13:10 by Liam Last

Risk Assessment: 10 Low Risk



Location:

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

Disabled Access:

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.

i 4 - Very Low Risk

Item: Site General
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 1



Finding 1

This item is satisfactory - no work required -

i 4 - Very Low Risk

Item: Playground Sign
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 9
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 1



Finding 1

This item is satisfactory - no work required -

i 8 - Low Risk

Item: Gate - Self Closing
Manufacturer: I.A.E. Fencing
Surface Type: Tarmac
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 2

Finding 1

The gate is closing too quickly (less than 4 seconds) - Take corrective action to ensure that the gate closes in 4-8 seconds

Finding 2

There is some damage to the item - Monitor for any further deterioration and repair as required

i 10 - Low Risk

Item: Gate - Maintenance
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 4

Finding 1

The surface has eroded in some areas and may be slippery in wet conditions - Reinstate the surface

Finding 2

There is no padlock on the maintenance gate - Provide a padlock to secure the gate

Finding 3

The gate has no drop bolt sleeves and/or drop bolts fitted - Provide drop bolt sleeves and/or drop bolts

Finding 4

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

i 8 - Low Risk

Item: Fence - Bow Top
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 2



Finding 1

The paint is flaking off the metalwork - Rub down and re-paint

Finding 2

The fence is damaged in places - Repair or replace all affected sections

i 6 - Low Risk

Item: Litter Bin
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 3
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 1



Finding 1

The liner of the litter bin is not secured - Ensure the lid/door is kept locked and the liner secured



i 6 - Low Risk

Item: Picnic Table
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 2
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 2

Finding 1

There is some evidence of fire damage to the item - Monitor for any further deterioration and repair as required

Finding 2

There is some graffiti present - Remove the graffiti

i 4 - Very Low Risk

Item: Cycle Rack
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

This item is satisfactory - no work required -

i 4 - Very Low Risk

Item: Steps
Manufacturer: Hags
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

This item is satisfactory - no work required -

i 6 - Low Risk

Item: 3 Bay Swing
Manufacturer: Hags
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 3

Finding 1

The seat(s) and suspension were missing at the time of inspection and the inspector was unable to make a full compliance assessment - Replace missing seat(s) and suspension

Finding 2

The tree canopy overhangs the equipment and is less than 2.0m away - Lift tree canopy to ensure a minimum clearance of 2.0m from the equipment

Finding 3

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

i 8 - Low Risk

Item: Embankment Slide
Manufacturer: Hags
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 2

Finding 1

The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather - Reinstate the grass or provide an all weather surface

Finding 2

The surface has eroded in some areas and may be slippery in wet conditions - Reinstate the surface

i 8 - Low Risk

Item: Tunnel Mound
Manufacturer: Hags
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 2

Finding 1

The surface has eroded in some areas and may be slippery in wet conditions - Reinstate the surface

Finding 2

This design / configuration of tunnel mound is well established and has been successfully included in large quantities of playgrounds throughout the UK. Whilst the design does not fully meet the requirements of BS EN 1176 with regards to falls in excess of 600mm over the edge of the tunnel to the surface below, it has been risk assessed as fit for purpose in this regard and no changes are recommended to the design unless otherwise stated in additional findings - Monitor - No remedial work recommended



i 8 - Low Risk

Item: Multi Play (Junior)
Manufacturer: Hags
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 4

Finding 1

There are falls in excess of 600mm between adjacent components on the structure, in contravention of the recommendations set out in BS EN 1176 Part 1; 4.2.8.4 - Monitor - No remedial work recommended

Finding 2

The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 head and neck entrapment in the barriers and/or steps - Monitor - No remedial work recommended

Finding 3

The grass mats are silted up and the soil is compacted; this may have an effect on the impact absorbing properties of the surface - Consider HIC testing impact absorbing properties to ensure the correct surface qualities are maintained for the equipment and replace as required

Finding 4

The item has been taped and we are unable to fully assess the condition of the item - Repair or replace as required

i 8 - Low Risk

Item: Cable Runway
Manufacturer: Hags
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 4



Finding 1

We have completed a visual inspection of the suspension links, cable and fixing points from ground level, however it is not possible to fully inspect these areas without either hiring equipment to gain access or removing the cable and suspension and inspecting at ground level. We recommend that the main cable and fixing security is thoroughly inspected at least in accordance with the manufacturers recommendations to check for wear, damage, security or internal rusting; this will help to ensure the continued safe use of the equipment - Inspect in accordance with the manufacturers recommendations

Finding 2

The seat connection cannot be inspected without dismantling the seat - Dismantle the seat to inspect the seat connection for wear

Finding 3

The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather - Reinstate the grass or provide an all weather surface

Finding 4

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

i 8 - Low Risk

Item: Giant Rope Swing
Manufacturer: Hags
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 4

Finding 1

The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather - Reinstate the grass or provide an all weather surface

Finding 2

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

Finding 3

The fixings or components for this item were in excess of 2.5m above the standing surface and could not be fully accessed by the inspector. We have completed a visual inspection of the fixings from ground level but a maintenance inspection should be undertaken to assess the condition, security and wear of the components at intervals in accordance with the manufacturers recommendations. - Inspect in accordance with the manufacturers recommendations

Finding 4

The seat has minor damage or wear - Monitor for any further deterioration and replace as required

i 4 - Very Low Risk

Item: Inclusive Roundabout
Manufacturer: Hags
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 1

Finding 1

This item is satisfactory - no work required -

i 6 - Low Risk

Item: Rocking Horse
Manufacturer: Not Identified
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 3

Finding 1

There is no gaiter protection for accessible moving parts (possible shear trap) as recommended in BS EN 1176 Part 1; 4.2.6 Moving Parts - Monitor - No remedial work recommended

Finding 2

Parts of the timber are rough or splintered - Remove all rough or sharp edges

Finding 3

The tree canopy overhangs the equipment and is less than 2.0m away - Lift tree canopy to ensure a minimum clearance of 2.0m from the equipment

i 4 - Very Low Risk

Item: See Saw
Manufacturer: Hags
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 1

Finding 1

This item is satisfactory - no work required -

i 8 - Low Risk

Item: Bouncing Facility
Manufacturer: 1 Move
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 2

Finding 1

There are trip hazards at the edges of the surface - Reinstate surrounding surface levels to remove the trip points

Finding 2

On site visits it is not possible to test the ground clearance of the Bouncing Facility bed as specified in BS EN 1176; ensure that the clearance between the Bouncing Facility Bed and the ground underneath is in accordance with the manufacturers recommendations (recorded nominal depth at time of inspection 390 mm measured unloaded). - Refer to the manufacturers recommendations

i 4 - Very Low Risk

Item: Spring Pig
Manufacturer: Hags
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 1

Finding 1

This item is satisfactory - no work required -



i 4 - Very Low Risk

Item: Spring Sheep
Manufacturer: Hags
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 1



Finding 1

This item is satisfactory - no work required -

Findings information

8 - Low Risk (Finding 1)

Item: Gates - Gate - Self Closing
Manufacturer: I.A.E. Fencing

Risk Level: L - Low Risk
Surface: Tarmac



Finding: The gate is closing too quickly (less than 4 seconds)

Action: Take corrective action to ensure that the gate closes in 4-8 seconds

i 6 - Low Risk (Finding 2)

Item: Gates - Gate - Self Closing
Manufacturer: I.A.E. Fencing

Risk Level: L - Low Risk
Surface: Tarmac



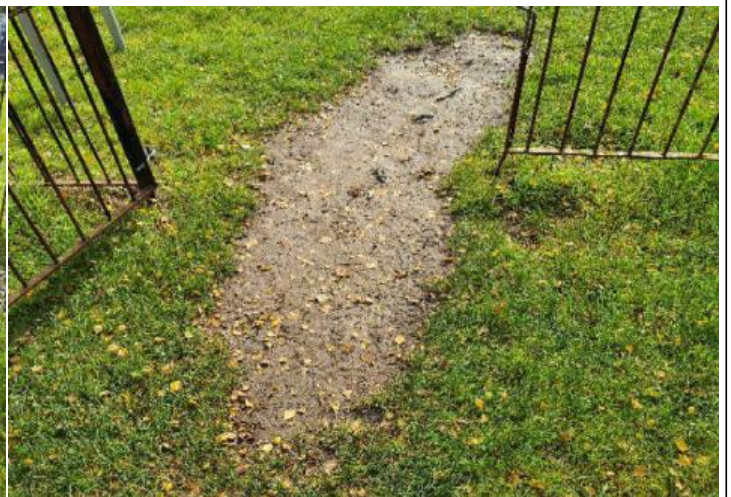
Finding: There is some damage to the item

Action: Monitor for any further deterioration and repair as required

i 6 - Low Risk (Finding 1)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The surface has eroded in some areas and may be slippery in wet conditions

Action: Reinstate the surface

i 6 - Low Risk (Finding 2)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: There is no padlock on the maintenance gate

Action: Provide a padlock to secure the gate

i 6 - Low Risk (Finding 3)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The gate has no drop bolt sleeves and/or drop bolts fitted

Action: Provide drop bolt sleeves and/or drop bolts

i 10 - Low Risk (Finding 4)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: There are openings that are less than 12mm that could trap or crush fingers

Action: Provide a 12mm gap throughout full range of motion at both sides of gate

i 6 - Low Risk (Finding 1)

Item: Fences - Fence - Bow Top
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The paint is flaking off the metalwork

Action: Rub down and re-paint

i 8 - Low Risk (Finding 2)

Item: Fences - Fence - Bow Top
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The fence is damaged in places

Action: Repair or replace all affected sections

i 6 - Low Risk (Finding 1)

Item: Ancillary Items - Litter Bin
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The liner of the litter bin is not secured

Action: Ensure the lid/door is kept locked and the liner secured

i 6 - Low Risk (Finding 1)

Item: Ancillary Items - Picnic Table
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: There is some evidence of fire damage to the item **Action:** Monitor for any further deterioration and repair as required

i 0 - Risk Assessment not Undertaken (Finding 2)

Item: Ancillary Items - Picnic Table
Manufacturer: Not Identified

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass



Finding: There is some graffiti present

Action: Remove the graffiti

i 0 - Risk Assessment not Undertaken (Finding 1)

Item: Swings - 3 Bay Swing
Manufacturer: Hags

Risk Level: N - Risk Assessment not Undertaken
Surface: Wet Pour



Finding: The seat(s) and suspension were missing at the time of inspection and the inspector was unable to make a full compliance assessment

Action: Replace missing seat(s) and suspension

i 6 - Low Risk (Finding 2)

Item: Swings - 3 Bay Swing
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Wet Pour



Finding: The tree canopy overhangs the equipment and is less than 2.0m away

Action: Lift tree canopy to ensure a minimum clearance of 2.0m from the equipment

i 6 - Low Risk (Finding 3)

Item: Swings - 3 Bay Swing
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Wet Pour



Finding: There is some notable evidence of chain wear

Action: Monitor for any further deterioration and replace when 40% worn

i 8 - Low Risk (Finding 1)

Item: Other - Embankment Slide
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass



Finding: The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather
Action: Reinstate the grass or provide an all weather surface

i 6 - Low Risk (Finding 2)

Item: Other - Embankment Slide
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass



Finding: The surface has eroded in some areas and may be slippery in wet conditions
Action: Reinstate the surface

i 6 - Low Risk (Finding 1)

Item: Other - Tunnel Mound
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass



Finding: The surface has eroded in some areas and may be slippery in wet conditions
Action: Reinststate the surface

i 8 - Low Risk (Finding 2)

Item:	Other - Tunnel Mound	Risk Level:	L - Low Risk
Manufacturer:	Hags	Surface:	Grass



Finding: This design / configuration of tunnel mound is well established and has been successfully included in large quantities of playgrounds throughout the UK. Whilst the design does not fully meet the requirements of BS EN 1176 with regards to falls in excess of 600mm over the edge of the tunnel to the surface below, it has been risk assessed as fit for purpose in this regard and no changes are recommended to the design unless otherwise stated in additional findings

Action: Monitor - No remedial work recommended

i 8 - Low Risk (Finding 1)

Item: Activity Equipment - Multi Play (Junior)
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There are falls in excess of 600mm between adjacent components on the structure, in contravention of the recommendations set out in BS EN 1176 Part 1; 4.2.8.4

Action: Monitor - No remedial work recommended

i 5 - Very Low Risk (Finding 2)

Item: Activity Equipment - Multi Play (Junior)
Manufacturer: Hags

Risk Level: V - Very Low Risk
Surface: Grass Matrix Tiles



Finding: The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 head and neck entrapment in the barriers and/or steps

Action: Monitor - No remedial work recommended

i 8 - Low Risk (Finding 3)

Item: Activity Equipment - Multi Play (Junior)
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The grass mats are silted up and the soil is compacted; this may have an effect on the impact absorbing properties of the surface

Action: Consider HIC testing impact absorbing properties to ensure the correct surface qualities are maintained for the equipment and replace as required

i 0 - Risk Assessment not Undertaken (Finding 4)

Item: Activity Equipment - Multi Play (Junior)
Manufacturer: Hags

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass Matrix Tiles



Finding: The item has been taped and we are unable to fully assess the condition of the item

Action: Repair or replace as required

i 0 - Risk Assessment not Undertaken (Finding 1)

Item: Other - Cable Runway
Manufacturer: Hags

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass Matrix Tiles



Finding: We have completed a visual inspection of the suspension links, cable and fixing points from ground level, however it is not possible to fully inspect these areas without either hiring equipment to gain access or removing the cable and suspension and inspecting at ground level. We recommend that the main cable and fixing security is thoroughly inspected at least in accordance with the manufacturers recommendations to check for wear, damage, security or internal rusting; this will help to ensure the continued safe use of the equipment

Action: Inspect in accordance with the manufacturers recommendations

i 0 - Risk Assessment not Undertaken (Finding 2)

Item: Other - Cable Runway
Manufacturer: Hags

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass Matrix Tiles



Finding: The seat connection cannot be inspected without dismantling the seat

Action: Dismantle the seat to inspect the seat connection for wear

i 8 - Low Risk (Finding 3)

Item: Other - Cable Runway
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather

Action: Reinstate the grass or provide an all weather surface

i 6 - Low Risk (Finding 4)

Item: Other - Cable Runway
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is some notable evidence of chain wear

Action: Monitor for any further deterioration and replace when 40% worn

i 8 - Low Risk (Finding 1)

Item: Swings - Giant Rope Swing
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather

Action: Reinstate the grass or provide an all weather surface

i 6 - Low Risk (Finding 2)

Item: Swings - Giant Rope Swing
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is some notable evidence of chain wear

Action: Monitor for any further deterioration and replace when 40% worn

i 0 - Risk Assessment not Undertaken (Finding 3)

Item: Swings - Giant Rope Swing
Manufacturer: Hags

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass Matrix Tiles



Finding: The fixings or components for this item were in excess of 2.5m above the standing surface and could not be fully accessed by the inspector. We have completed a visual inspection of the fixings from ground level but a maintenance inspection should be undertaken to assess the condition, security and wear of the components at intervals in accordance with the manufacturers recommendations.

Action: Inspect in accordance with the manufacturers recommendations

i 6 - Low Risk (Finding 4)

Item: Swings - Giant Rope Swing
Manufacturer: Hags

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The seat has minor damage or wear

Action: Monitor for any further deterioration and replace as required

i 5 - Very Low Risk (Finding 1)

Item: Rocking Equipment - Rocking Horse
Manufacturer: Not Identified

Risk Level: V - Very Low Risk
Surface: Grass Matrix Tiles



Finding: There is no gaiter protection for accessible moving parts (possible shear trap) as recommended in BS EN 1176 Part 1; 4.2.6 Moving Parts

Action: Monitor - No remedial work recommended

i 6 - Low Risk (Finding 2)

Item: Rocking Equipment - Rocking Horse
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: Parts of the timber are rough or splintered

Action: Remove all rough or sharp edges

i 6 - Low Risk (Finding 3)

Item: Rocking Equipment - Rocking Horse
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The tree canopy overhangs the equipment and is less than 2.0m away

Action: Lift tree canopy to ensure a minimum clearance of 2.0m from the equipment

i 8 - Low Risk (Finding 1)

Item: Other - Bouncing Facility
Manufacturer: 1 Move
Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There are trip hazards at the edges of the surface
Action: Reinstate surrounding surface levels to remove the trip points

i 0 - Risk Assessment not Undertaken (Finding 2)

Item: Other - Bouncing Facility
Manufacturer: 1 Move
Risk Level: N - Risk Assessment not Undertaken
Surface: Grass Matrix Tiles



Finding: On site visits it is not possible to test the ground clearance of the Bouncing Facility bed as specified in BS EN 1176; ensure that the clearance between the Bouncing Facility Bed and the ground underneath is in accordance with the manufacturers recommendations (recorded nominal depth at time of inspection 390 mm measured unloaded).
Action: Refer to the manufacturers recommendations

parish clerk

From: [REDACTED]
Sent: 10 November 2023 20:01
To: Parish Clerk
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Parish Clerk,

We understand nothing has been done to attend/remove the dead hedge on the section of land that is currently unclear regarding ownership. The 10 meter long bush has been dead for over 6 months, and while we have generally maintained the entirety of the area, including removal of weeds, removal of trash emanating from the cemetery, planting of bulbs, trimming of bushes and other general maintenance activities, we are now growing concerned over the lack of care and attention to this area unless we perform all activities. We believe that half of the bush sits on our land and the other half sits on parish council property, but irrespective, the bush is now causing an esthetic problem as well as a health and safety concern and needs resolution.

We have tried multiple times to arrange a video conference which would allow us to initiate discussions on this subject and to try and discuss proposals to purchase the entirety of the small parcel of land. We will be back visiting family and friends in Melbourn over the festive period and can meet any morning, in person, from 09:00-11:30am on the 27th-29th and then at 12-2pm on 30th.

A response on this urgent matter would be most appreciated

kind regards

[REDACTED]

From: [REDACTED]
Sent: 14 July 2023 21:32
To: Parish Clerk <parishclerk@melbournparishcouncil.gov.uk>
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Parish Clerk,

Thanks for your comments about the ownership of the land. It is very unclear to us from the deeds who it belongs too, hence we had taken care of most of the front garden ourselves, including a gardening services taking care of the landscaping every two weeks.

Unfortunately we are temporarily in Philadelphia, USA and we will be back in the UK during the Xmas festive season. We would appreciate the consideration of a meeting via teams/zoom/skype at the earliest opportunity to discuss the action to be taken about the dead hedge, which is our main priority at present. Let us know if this is possible,

Kind regards

[REDACTED]

From: Parish Clerk <parishclerk@melbournparishcouncil.gov.uk>

Sent: 12 July 2023 09:44

To: [REDACTED]

Cc: [REDACTED]

Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Good morning,

Thank you for your email.

Looking at the deeds, it appears that the land is part of the cemetery (parish council land) and therefore the shrubs are the responsibility of the parish council.

It seems that previously this was not clear and consequently the maintenance of the shrubs has not been up to standard. The Maintenance Committee are going to consider the shrubs in question at the next meeting and work out how to best deal with them.

As previously mentioned, are you back in the country to arrange an in person meeting to discuss your proposal?

Many thanks

Sophie

Sophie Marriage

Parish Clerk

Melbourn Parish Council

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

Tel (01763) 263303 option 3

<http://melbournparishcouncil.co.uk>

Please note my usual working days are Monday afternoon, Tuesday to Thursday.

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

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On 08/07/2023 12:26 BST [REDACTED]

Dear Parish Clerk,
I hope this email finds you well.
Have you had the opportunity to review the deeds in regards to the issue below?
If so, your opinion would be much appreciated. You can understand it is not a pretty view from inside or outside of our property and we would like it to be removed and/or replaced at the earliest opportunity.
Regards
[REDACTED]

From: [REDACTED]
Sent: 15 June 2023 23:29
To: parishclerk <parishclerk@melbournparishcouncil.gov.uk>; parishclerk@melbournpc.co.uk <parishclerk@melbournpc.co.uk>
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Parish Clerk,

Thank you for your response, we will be looking forward to meeting you and discuss the proposal, likely to be towards the end of the year and we will be in touch providing you plenty of notice.

Another issue I would like to raise is the up keep of the area in question. A number of bushes have died due to fluctuating weather and need removal and replacement. We have looked at the deeds and feel it is somewhat unclear if the bushes in question are on our property or on the land owned by the parish council. Before we remove and replace them we want to confirm that they are indeed on our side of the boundary line. I have attached a picture of the bushes in question, if you could advice how we can seek clarity with the

parish council we would be most grateful. We are keen to maintain our property but do not wish to cause offence by conducting work where it is not appropriate.

Kind regards

■

From: parishclerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 08 June 2023 11:21
To: ■ parishclerk@melbournpc.co.uk
<parishclerk@melbournpc.co.uk>
Cc: ■
Subject: RE: ■ Victoria Way, Melbourn. Proposal

Good afternoon,

Sorry for the delay in getting back to you – May was a very busy month!

I think that councillors may prefer to meet in person on site. When you are back in the UK please let us know and we can arrange a date.

Many thanks
Sophie

Sophie Marriage
Parish Clerk

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

Tel (01763) 263303 option 3
<http://melbournparishcouncil.co.uk>

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From: [REDACTED]
Sent: 23 May 2023 02:24
To: parishclerk <parishclerk@melbournparishcouncil.gov.uk>; parishclerk@melbournpc.co.uk
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Sophie

Thank you for coming back to us. It would be great to meet and discuss the proposal. Unfortunately, we cannot meet on site as currently we are temporarily based in Philadelphia, USA, as my husband is here on a work secondment. If we could initially meet to discuss the proposal via teams/zoom/skype we could then follow up with an in-person site discussion later if the council members wished to discuss the proposal.

We can be quite flexible over the next few weeks, we could probably do most Tuesdays, Wednesdays or Thursdays at 2pm UK times. Please let us know if this is possible

kind regards

[REDACTED]

From: parishclerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 18 May 2023 11:51
To: [REDACTED] parishclerk@melbournpc.co.uk
<parishclerk@melbournpc.co.uk>
Cc: [REDACTED]
Subject: RE: [REDACTED] Victoria Way, Melbourn. Proposal

Good afternoon,

Following the meeting today, the committee agreed some members will meet you to discuss proposal on site.

When would you be available over the next few weeks?

Many thanks
Sophie

Sophie Marriage
Parish Clerk

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

Tel (01763) 263303 option 3
<http://melbournparishcouncil.co.uk>

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To view Melbourn Parish Council's Privacy Notice please [click here](#)

From: [REDACTED]
Sent: 16 May 2023 15:05
To: parishclerk <parishclerk@melbournparishcouncil.gov.uk>; parishclerk@melbournpc.co.uk
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Thanks for your response,
Let us know what is next after the maintenance meeting
Regards
[REDACTED]

From: parishclerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 15 May 2023 09:00
To: [REDACTED] parishclerk@melbournpc.co.uk
<parishclerk@melbournpc.co.uk>
Cc: [REDACTED]
Subject: RE: [REDACTED] Victoria Way, Melbourn. Proposal

Good afternoon,

Unfortunately, some has come up and I will be unable to do a zoom tomorrow. I will get back to you after the maintenance meeting on Thursday and I will then let you know how to progress this.

Many thanks
Sophie

Sophie Marriage
Parish Clerk

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

Tel (01763) 263303 option 3
<http://melbournparishcouncil.co.uk>

Please note my usual working days are Monday afternoon, Tuesday to Thursday.

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: 10 May 2023 17:56
To: parishclerk <parishclerk@melbournparishcouncil.gov.uk>; parishclerk@melbournpc.co.uk
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Good morning,

Thank you for your response.

I think it would be really helpful to have a discussion on Tuesday 16th May and prior to the maintenance meeting. We would prefer an in-person meeting but unfortunately we are currently in the USA with [REDACTED] work on a temporary secondment. Would a teams/zoom call be possible on Tuesday 16th May so we can discuss our proposal?

Many thanks

[REDACTED]

From: parishclerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 10 May 2023 06:25
To: [REDACTED]
<parishclerk@melbournpc.co.uk>
Cc: [REDACTED]
Subject: RE: [REDACTED] Victoria Way, Melbourn. Proposal

Good morning,

Apologies for the delay in coming back to you, but your proposal will be brought to the attention of the maintenance committee at the next meeting on 18 May at 9:30am.

I appreciate that it may be difficult to find a date to meet before the meeting, but if you are available on Tuesday 16 May I would be happy to meet to discuss in person, or you are welcome to attend the meeting to explain your proposal to committee.

Following the meeting, I will inform you of committee's thoughts and share any questions that they may raise with you.

Many thanks
Sophie

Sophie Marriage
Parish Clerk

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

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From: parishclerk <parishclerk@melbournparishcouncil.gov.uk>

Sent: 24 April 2023 08:34

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: [REDACTED] Victoria Way, Melbourn. Proposal

Good morning,

Thank you for your email – I can confirm it has now been received. (My apologies it had fallen into my spam folder!)

I will review your request and the relevant information and get back to you shortly.

Many thanks
Sophie

Sophie Marriage
Parish Clerk

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

Tel (01763) 263303 option 3
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From: [REDACTED]
Sent: 21 April 2023 15:14
To: parishclerk@melbournpc.co.uk; parishclerk@melbournparishcouncil.gov.uk
Cc: [REDACTED]
Subject: Re: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Parish Clerk,

We have not received a response or acknowledgement of receipt to our email dated 13 April 2023, hence we are wondering if you have missed our email/request

Kind regards

[REDACTED]

From: [REDACTED]
Sent: 13 April 2023 10:57
To: parishclerk@melbournpc.co.uk <parishclerk@melbournpc.co.uk>
Cc: [REDACTED]
Subject: [REDACTED] Victoria Way, Melbourn. Proposal

Dear Sir/Madam,

We would like the local authority to consider this proposal in the next council meeting, see attachment.

Our proposal is to purchase some of the land in front of our property from the parish council to alleviate some of the congestion issues while working with you to ensure we reach an agreement on how the aesthetics of the land would work and so all parties are happy with any proposed landscape changes. We are fully committed to ensuring that any changes made, or maintenance given, is in keeping with the current landscape of the cemetery, as well as addressing some of the congestion issues, for the benefits of all visitors.

Kind regards

[REDACTED]

parish clerk

From: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 31 October 2023 11:57
To: [REDACTED]
Subject: RE: Wonderpass

That is excellent – what perfect timing.

Many thanks [REDACTED], I will share your response with those concerned.

Hope the meeting goes well.

Many thanks

Abi

From: [REDACTED]
Sent: 31 October 2023 11:26
To: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Subject: Re: Wonderpass

Dear Abi,

Many thanks for your email. I was hoping to address the issue of the paint touch up in the underpass with the Melbourn Practical Solutions Group, which was scheduled to meet a couple of weeks ago, however the meeting was postponed until Thursday 9th November.

I'll let you know how the meeting goes, and what the outcome is.

All the best,
[REDACTED]

On Fri, 27 Oct 2023 at 13:08, parish clerk <parishclerk@melbournparishcouncil.gov.uk> wrote:

Good afternoon [REDACTED]

I have picked up your details from your previous correspondence with Sophie. As she is no longer here to ask I wanted to check with you where the responsibility for maintaining the Wonderpass lies?

We have had comment that the Wonderpass paintwork needs touching up and would like to work out how best to get this to the people that need to know.

Many thanks

Abi

The Pavilion – 4i Water recommendations

With reference to the 4i Water Services Risk Assessment Review from 17 July 2023.

Recommended actions include:

- Fit automatic flushing valves to expansion vessels
 - A faulty expansion vessel was found on calorifier 2 – *Awaiting quotes*
 - Consider fitting destrat pump to calorifiers to avoid tepid water in the base of each cylinder – *Awaiting quotes*
- Consider installing insulation to all pipework in the building where required – *to be considered*
- Legionella Awareness Training is required for staff – *Awaiting quotes*

SALES INVOICE



Customer Address:

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn

SG8 6DZ

R G Carter Cambridge Ltd

Drayton House
Horizon Park
Barton Road Comberton
Cambridgeshire
CB23 7BN

Invoice Date: 18/10/23
Invoice No: CAM14686
Customer Acc: MEL005
Your Ref: Abi email 16.08.2023
@ 3:16pm
Due Date: 01/11/23

Description	Price (£)	VAT Code	Total (exc. VAT) (£)
As per quotation E23CAM0168/SA	12,538.75	S1	12,538.75
Additional Drainage Works	3,087.50	S1	3,087.50
Asbestos Survey	420.00	S1	420.00
Removal of Asbestos	2,575.20	S1	2,575.20

VAT Code	Description	VAT (£)
S1	Sales Standard Rate @20%	3,724.29

TOTAL (Exc. VAT)	£	18,621.45
VAT	£	3,724.29
TOTAL (Inc. VAT)	£	22,345.74

Payment Due: 01/11/23

Payment to Bank: Lloyds

Sort Code: 30-96-17

Account No: 02660429

From: [REDACTED]
To: parishclerk@melbournparishcouncil.gov.uk
Cc: [REDACTED]
Subject: FW: Overdue Invoice
Date: 16 November 2023 15:21:32
Attachments: [RE CAM14686 - Little Hands Nursery - Replacement of Foul Drainage \(233 KB\).msg](#)
Importance: High

Hi Abi,

I hope you are keeping well.

Thanks for your query and apologies if you had not been advised prior to the invoice being issued.

The extra Asbestos cost is due to the additional weight in tonnes being measured when the skip arrived on the weighbridge at the licensed tip.

If you have any further queries please do let me know.

Many Thanks

[REDACTED]
Senior Project Surveying Manager, Building Solutions

CARTER

R G Carter
Drayton House
Horizon Park
Barton Road
Comberton
Cambridgeshire, CB23 7BN

📞 01223 265300



📧 www.rgcarter-construction.co.uk

From: [REDACTED]
Sent: Thursday, November 16, 2023 2:07 PM
To: [REDACTED]
Subject: FW: Overdue Invoice

Hi [REDACTED]

I have chased Melbourn and received the attached reply

Not sure if this email was ever sent to you but can you respond to Abi please and copy me in

Thank you

[REDACTED]
Finance Manager

CARTER

R G Carter
Regatta Building Henley Way
Lincoln
Lincolnshire, LN6 3QR

📞 01522 561540



[REDACTED]

🌐 www.rgcarter-construction.co.uk

From: parish clerk <parishclerk@melbournparishcouncil.gov.uk>

Sent: Thursday, November 16, 2023 1:53 PM

To: [REDACTED]

Subject: RE: Overdue Invoice

Thank you for the email [REDACTED]

Would you be able to respond to the email as attached, sent on 25 October 2023.

When we have your response I can follow up payment at this end.

Many thanks

Abi

!! ATTENTION: This email originated outside of the R G Carter Group. Please exercise caution when opening attachments or clicking links !!

From: [REDACTED]

Sent: 16 November 2023 13:28

To: assistantclerk@melbournparishcouncil.gov.uk

Subject: FW: Overdue Invoice

Good afternoon

Please find attached Invoice number CAM14686 which was due for payment 1/11/23

As you can appreciate this is now overdue so can you please provide a payment date for the attached

Look forward to hearing from you



Finance Manager

CARTER

R G Carter
Regatta Building Henley Way
Lincoln
Lincolnshire, LN6 3QR

☎ 01522 561540



🌐 www.rgcarter-construction.co.uk

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Registered address: Drayton, Norwich, Norfolk NR8 6AH.

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R G Carter Cambridge Limited Registered in England, Company Number 3879910
Registered address: Drayton, Norwich, Norfolk NR8 6AH.

Original estimate

From: [REDACTED]
To: assistantclerk@melbournparishcouncil.gov.uk
Subject: Estimate for removing Asbestos containing materials from Little Hands Nursery Carpark.
Date: 06 September 2023 09:31:11

Hi Abi

I have received a price from Cambridge Asbestos to remove the 2 ton of asbestos containing soil , hardcore and concrete.
currently heaped up and fenced berried off at little Hands Nursery car park.
Asbestos identified as CHRISOTILE.

If the below is acceptable they can remove the Material this week by licenced carrier to designated licenced land fill site

The cost of the removal is £1500.00

The cost of the survey is £350.00

Total cost of £1850.00 + VAT

Kindest Regards

[REDACTED]

[REDACTED]

Building Solutions Manager



R G Carter
Drayton House
Horizon Park
Barton Road
Comberton
Cambridgeshire, CB23 7BN



01223 265300



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R G Carter Cambridge Limited Registered in England, Company Number 3879910
Registered address: Drayton, Norwich, Norfolk NR8 6AH.

Quotation

20/11/2023

Bill to: Melbourn Parish Council
Alex Coaxall
30 High Street.
Melbourn, Hertfordshire SG8 6DZ


Phone: 01763 263 303
Email: assistantclerk@melbournpc.co.uk


Ship to: Melbourn Parish Council
Alex Coaxall
30 High Street.
Melbourn, Hertfordshire SG8 6DZ


Phone: 01763 263 303
Email: assistantclerk@melbournpc.co.uk


Being 'print ready' at  **Minuteman Press**.Cambridge Your local printer


If you are supplying your own artwork, please check these 5 requirements are met to avoid delays

- 

1 FILE TYPE
PDF is the industry standard. Image files (JPEG) may be suitable but not recommended.
- 

2 3MM BLEED
If you want artwork to print to the edge you must add 3mm bleed (an excess of artwork to be trimmed away).
- 

3 RESOLUTION
Prepare artwork at the correct size and resolution. Images should be at least 300dpi at 100%.
- 

4 COLOUR
All colours need to be CMYK defined (do not used RGB). All printers use CMYK.
- 

5 PAGINATION
We will take care of the pagination of booklets etc. Supply us with single pages (not spreads)

Can you help?

Of course! If you need some advice or help setting up your file, thats why we're here - just give us a call on **01223 312 688**
Please be aware that recreation of artwork or major fixes by one of our designers can take time, and is charged at our hourly rate of **£60+VAT** an hour. We will always give you a quote first, so please book some time with one of our designers if you need help (this is not an on-the-spot service)

1 x1 - 3mm Aluminium Composite Sign Panel - Printed to face/Gloss Laminate	Subtotal:	£75.00
Seal - Size: A1 Landscape @ 841mm wide x 594mm high (Job ID 62299)	VAT:	£15.00
	Total:	£90.00

3 Self Adhesive overlay stickers - Printed to face and trimmed to size. Gloss	Subtotal:	£18.00
Laminate Seal - 95mm wide x 45mm high (Job ID 62300)	VAT:	£3.60
	Total:	£21.60

Salesperson: Tony Fulton

Taxes are included.

This quote is valid for 30 days.

Terms: Net 30 Days

We are an owner operated company and value your business. If you have received a great service tell a friend. If you have not, tell me.

Thank you,

18.00

x3 - Self Adhesive Vinyl Stickers
Size: 95mm wide x 45mm high x Rads
Printed: to face with Gloss Laminate seal
Finish: Kiss-cut to shape and size



PUBLIC NOTICE WARNING

**Please ensure that your vehicle is
removed from this car park before the
times detailed below:**

OCTOBER-MARCH: 17.00 Hrs

APRIL-SEPTEMBER: 18.00 Hrs

**Failure to remove your vehicle may result in the
vehicle being locked in the car park overnight
unless prior arrangement has been agreed
with Melbourn Parish Council**

We thank you for your co-operation and understanding

Melbourn Parish Council



x1 - 3mm Aluminium Composite Rigid Sign Panel
Size: A1 Landscape - 841mm wide 594mm high
Printed: to face with Gloss Laminate seal
Finish: Square trimmed to size

BEWARE

**THIS CAR PARK IS
LOCKED AT NIGHT**

**6pm Winter
8pm Summer**

BY ORDER M.P.C.

W/C 13 November 2023

On Duty: Steve, Terry

Task

Inspections

Interment on Thurs 16th, Orchard Rd
Please mark plot C20 Orchard Rd for [REDACTED]

Swing at New Rec!
Double swing has been cut AGAIN - could you please retrieve it and store in workshop

Access only sign at the end of Meeting Lane
Would you be able to secure the sign to the signpost - reported that it is only just hanging on!

Leaf clearance around The Hub
Could billy have a walk around the front and back of The Hub to chomp the leaves that are making the paths slippery....please.

Maintenance Agedna
Anything you would like adding to the agenda for the 23rd?

TUESDAY - cones for Connections Bus
Set out cones on MVC site as last week for bus to arrive TUESDAY evening - remove cones on WEDNESDAY

WEDNESDAY - cones for Connections Bus
Please collect and leave some of the cones at Orchard Rd Cemetery (tucked in the gateway) for Steve to pop out on Thursday morning

Tree on New Rec - MVC side
Please could you pop up a cordon to protect people from falling debris from a dead tree - Burltons are sorting the tree but it would be good to set up a safe area in the meantime.

Comments

EXTERNAL - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 23 November

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 lampost 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

PARISH - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 23 November

Location	Reported by	Notes	Actions	WHO?
Worcester Way	Resident	Branches over hanging residents garden.	Discussed 20/04/23 - obtaining quotes - awaiting approval	Wardens
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
Weeds in car park	Resident	Need to control weeds in gutters in car park	Wardens to progress	Wardens

Wardens equipment – wish list

Approx budget spend - £600

(4300/3 – Wardens equipment remaining budget £319.00)

Cordless hedge trimmer / pruner multi tool

£89.99

https://www.amazon.co.uk/Einhell-GE-HC-Trimmer-Multifunctional-Wireless/dp/B00TA6NTTO/ref=sr_1_8_sspa?crid=3RYRSU1PHOLVM&keywords=einhell%2Bcordless%2Bpruning&qid=1700061749&srefix=einhell%2Bcordless%2Bpruning%2B%2Caps%2C82&sr=8-8-spons&ufe=app_do%3Aamzn1.fos.cc223b57-2b86-485c-a85e-6431c1f06c86&sp_csd=d2lkZ2V0TmFtZT1zcF9tdGY&th=1



Cordless strimmer

£88.00

https://www.amazon.co.uk/Einhell-X-Change-18-24-Cordless/dp/B09DDKYS22/ref=sr_1_1?crid=35EUWHMH7CGI7&keywords=Einhell%2BPower%2BX-Change%2BGC-CT%2B18%2F24%2B18V%2BCordless%2B24cm%2BGrass%2BTrimmer%2B1%2Bx%2B2.0Ah&qid=1700061644&s=diy&srefix=einhell%2Bpower%2Bx-change%2Bgc-ct%2B18%2F24%2B18v%2Bcordless%2B24cm%2Bgrass%2Btrimmer%2B1%2Bx%2B2.0ah%2Cdiy%2C80&sr=1-1&th=1



Cordless grinder and drill

£154.99

https://www.amazon.co.uk/Einhell-X-Change-lithium-ion-Including-Rechargeable/dp/B084QF675N?ref=ast_sto_dp



Wardens equipment – wish list

Hacksaw & blades

£12.47

https://www.amazon.co.uk/AIRAJ-High-Tension-Replaceable-Comfortable-Woodworking/dp/B083BDHQYK/ref=sr_1_1_sspa?crid=BC5EVLL0CT89&keywords=hacksaw%2Band%2Bblades&qid=1700477993&s=diy&sprefix=hacksaw%2Band%2Bblades%2Cdiy%2C173&sr=1-1-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9hdGY&th=1



Telescopic loppers

£20.99

https://www.amazon.co.uk/TOUGH-MASTER-Teflon-Blade-Shock-Proof-2021/dp/B098KFVCSV/ref=sr_1_18?keywords=lopper&qid=1700476050&sr=8-18



Telescopic shears

£23.80

https://www.amazon.co.uk/Darlac-Flip-Lock-Telescopic-Hedge-Shear/dp/B0028YPW68/ref=sr_1_4_sspa?crid=31NB4BIECULDS&keywords=hand%2Bshears&qid=1700476016&sprefix=hand%2Bshears%2Caps%2C81&sr=8-4-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9hdGY&th=1



Wardens equipment – wish list

Bulk bag frame

£145 + £49 delivery

<https://metalcagesandpallets.co.uk/products/galvanised-bulk-bag-holding-frame-with-removable-legs>

