

# MELBOURN PARISH COUNCIL

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13 September 2024

## Dear Councillor

You are hereby summoned to attend a meeting of the Maintenance Committee to be held on **Thursday 19 September 2024 at 09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

## Dear Non-Cllr Committee Member

You are hereby invited to attend a meeting of the Maintenance Committee to be held on **Thursday 19 September 2024 at 09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

## To Members of the Public and Press

You are hereby invited to attend a meeting of the Maintenance Committee to be held on **Thursday 19 September 2024 at 09:30** in the **Austen Room, The Hub**, Melbourn SG8 6DZ for the purpose of transacting the following business:

*Alex Coxall & Abi Williams*

Clerks to the Parish Council

## MAINTENANCE COMMITTEE: AGENDA

**MA060/24 To receive and approve apologies for absence**

**MA061/24 To receive any Declarations of Interest and Dispensations**

**MA062/24 To approve the minutes of the Maintenance Committee Meeting held on 15 August 2024**

**MA063/24 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)**

### MA064/24 Finance Matters:

- a) To consider a finance report on expenditure within the committee's remit.
- b) To consider purchase of MPC polo shirts for Wardens.

### MA065/24 Conservation Matters:

- a) To receive the EA Monthly situation report for August 2024.
- b) To receive a report from River Mel Restoration Group (RMRG).
- c) To receive update about boggy path along woodland walk.
- d) To receive any other updates and consider actions.

### MA066/24 Stockbridge Meadows:

- a) To note summary of meeting held on 29 August with CCC with regard to Local Nature Reserve designation. Awaiting response of next actions from CCC.
- b) To update on FWAG pond project and consider next actions.
- c) To receive an update and consider actions.

### MA067/24 Allotment Matters:

- a) To note agreement signed for Community Plot and meeting held with Allotment Association on 16 September.

- b) To consider approval of the amended Allotment Lease.
- c) To consider the approval of the amended Bee Keeping policy.
- d) To receive any updates and consider actions.

**MA068/24 Biodiversity:**

- a) To consider recommendation to full council of alterations to Environmental Protection Policy to encompass NALC model Biodiversity policy. *(No comments received prior to the meeting)*
- b) To discuss [The Great Collaboration, Council and Community Climate Action](#) request for an expression of interest from Parish Council to assist their funding round.

**MA069/24 Governance Matters:**

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

**MA070/24 Cemetery Matters:**

- a) To consider quotation for emptying of soil store at New Road Cemetery.
- b) To consider quotations for cutting back trees that are touching building at All Saints.
- c) To consider quote for filling dead beds at New Road with lavender.
- d) To receive and consider quotes for works to border outside 77 Victoria Way/New Road Cemetery.
- f) To consider quotation for raising trees in All Saints to allow for mowing.
- e) To receive any other updates and consider actions.

**MA071/24 Village Maintenance Matters:**

- a) To consider quotation for the clearance of wardens dumping area at the rear of the allotments.
- b) To consider quotes for works agreed to area at Poppy Crescent (MA031 24b).
- c) To consider revised costs from Majestic for maintaining SGB area at Hopkins Homes estate.
- d) To receive and discuss actions from the ROSPA reports.
- e) To consider the continuation of the HAGS inspections for Moor Play Park.
- f) To receive any other updates and consider actions.

**MA072/24 Pavilion Matters:**

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

**MA073/24 Little Hands Matters:**

- a) To receive any updates and consider actions.

**MA074/24 Car Park Matters:**

- a) To consider proposal from Richard Burns for kebab van electricity supply in the village car park.

**MA075/24 Correspondence:**

- a) Concern raised over the coping stones to the All Saints Wall. Consider actions required. Quotes requested.

**MA076/24 Policies and Risk Assessments:**

- a) To consider any updates and consider actions.

**MA077/24 Outstanding Maintenance Issues:** To consider the status of the job spreadsheet.

**MA078/24 New Maintenance Issues:** To consider Maintenance issues arising since last meeting.

**MA079/24 To note date of next meeting:** Thursday 17 October 2024.