

Abi Williams

From: Graham Clark <cllr.clark@cllr.melbournparishcouncil.gov.uk>
Sent: 24 January 2025 10:43
To: Abi Williams
Subject: Re: FW: Melbourn Community Hub - doors

Follow Up Flag: Follow up
Flag Status: Flagged

Abi, thanks for the email. Following our conversation this morning it is clear we have no option but to call out the engineer under our contractual terms.

I support the request to pay their call out charge.

Regards Graham Clark

On 23/01/2025 14:00 GMT Abi Williams <parishclerk@melbournparishcouncil.gov.uk> wrote:

Graham

As previously discussed could you please send back a confirmation email that you are happy to authorise the potential £250 call out fee for works to the Hub doors. We have exhausted all attempts to fix the error internally.

Any works needed will be quoted at the time of call out.

Many thanks

Abi

From: [REDACTED]@mgsuk.com>
Sent: 20 January 2025 10:59
To: Parish Clerk <parishclerk@melbournparishcouncil.gov.uk>
Subject: RE: Melbourn Community Hub - doors

Good morning,

To raise a callout we require the following,

PO of £250 (this can be a PO or email conformation)

Urgency level

Description and location of asset/fault.

Please send all callout requests to – service@mgsuk.com

Thank you.

Kind Regards



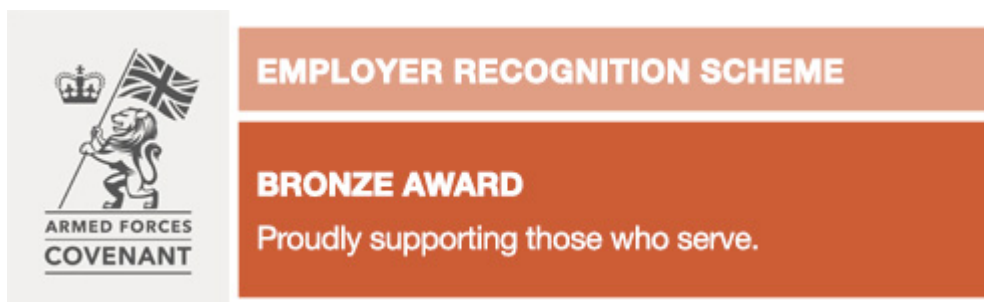
██████████ | Service Administrator

T: 01384 293 141 | ██████████

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From: Parish Clerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 20 January 2025 09:36
To: [REDACTED] <[\[REDACTED\]@mgsuk.com](mailto:[REDACTED]@mgsuk.com)>
Subject: Melbourn Community Hub - doors

Good morning

The outer door does not seem to be responding to the sensor and only partly opening.

Would you be able to come and inspect as part of the service agreement?

Many thanks

Abi

Abi Williams | Parish Clerk

Melbourn Parish Council

Melbourn Community Hub | 30 High Street | Melbourn | Cambridgeshire | SG8 6DZ

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

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