



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

A meeting of the Maintenance Committee held on Wednesday 28 January 2026 at 7.30pm
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Alexander, Barnes, Clark, Kyprianou (Chair)

Absent:

In attendance: Abigail Williams (Clerk), Maureen Brierley (RMRG), Chris Selway (Allotment Association), Steve Pitman (Warden), Keith Rudge (Conservation Warden)

MAINTENANCE COMMITTEE: MINUTES

Meeting started 19:30

MA103/2526 To receive and approve apologies for absence

Apologies received from Cllrs Davey and Kilmurray with acceptable reasons given.
It was RESOLVED to accept those apologies.

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

MA104/2526 To receive any Declarations of Interest and Dispensations

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

None received.

MA105/2526 To approve the minutes of the Maintenance Committee Meeting held on 19 November 2025

It was RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 19 November 2025 as an accurate record.

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

A clerical omission was noticed after signing. Correction will be recorded at next relevant meeting.

MA106/2526 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

No members of the public present.

MA107/2526 Finance Matters:

- a) To consider a finance report on expenditure within the committee's remit.
The report was noted.
- b) To note purchase of replacement electrode pads for defibrillator at Pavilion at a cost of £77.94.
Spend was noted.
- c) To note spend of £151.96 at Toolstation on replacement work trousers and handheld pruning saw coded under wardens equipment.
Spend was noted.

MA108/2526 Conservation Matters:

- a) To receive the EA Monthly situation report for November & December 2025.
Reports were noted.
- b) To receive a report from the River Mel Restoration Group (RMRG).

A verbal report was given by RMRG. River levels remain satisfactory. Trout have been spotted around the gravel area installed last year. ACTION: Wood chip requested for the river walk.

- c) To receive and consider actions from the biennial parish tree inspection from Argenta Tree Surveys.

Report was received and works noted.

It was RESOLVED to proceed with gathering quotes for priority 2 works for consideration.

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

- d) To consider approval of payment of invoice from Argenta Tree Surveys for completing Parish tree survey and report at a cost of £1,487.49+VAT. (Quoted as £1,486.67+VAT November 2024).
It was RESOLVED to approve the payment of invoice from Argenta Tree Surveys at a cost of £1,489.49+VAT £1,487.49+VAT.
Proposed by Cllr Barnes, seconded Cllr Alexander. All in favour.
- e) To receive any other updates and consider actions.

Cllr Alexander requested that we enquire with Argenta around possible TPOs for some of the more established trees. ACTION: Office to follow up.

Chair altered the order of the agenda.

MA112/2526b To consider offer of 'Volunteer Day' from Groundwork East.

RMRG, Wardens and Allotment Association have projects that could benefit from volunteer help.

ACTION: Office to contact Groundwork East for further details.

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

MA109/2526 Stockbridge Meadows:

- a) To receive a report from the Stockbridge Meadows Volunteers and Conservation Warden.

A verbal report was given by Stockbridge Meadows volunteers and Conservation Warden. It was noted that wildflower seeds have been purchased and will be stored in suitable conditions until the optimum planting season. Still no news about the Local Nature Reserve delegation from County Council, Clerk recently spoke to South Cambridgeshire District Council requesting help and will report back to committee. The trench has been filled. Trees are marked out and ready to be planted with help from Wardens. ACTION: Office to purchase materials for planting. Rabbit damage is evident on paths etc. ACTION: Office to request pest control visit and provide soil for path filling. ACTION: Office to request update on FWAG funds for pond project. ACTION: MB to contact Sandy RSPB re reed bed works. It was noted that dog faeces is still a problem. Discussion around keeping dogs on a lead for their own safety due to muntjaks bolting when disturbed.

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

None received.

Maureen Brierley left the meeting 19:58

MA110/2526 Allotment Matters:

- a) To receive a report from the Allotment Association.

A verbal report was given by the Allotment Association. It was noted that formal inspections will recommence in February. No issues to report. It was noted that the hedges had now been cut and has resulted in better access for the back plots and inspections.

- b) To congratulate Allotment Association on successful grant applications and consider actions for progressing with planning application for works to St Georges allotment site funded through grants (new gates, fencing, toilet).

Congratulations passed to Allotment Association for the successful grant applications from South Cambridgeshire District Council and the National Lottery totalling £30k. Thanks were passed to the District Councillors for their support of the applications.

Planning permission is likely to be required. It was discussed if the Allotment Association or the Parish Council should progress with the application and contracting the required works. ACTION: Office to confirm best course of action and report back to Allotment Association and committee.

It was resolved to progress with the planning application subject to advice as to who best to submit the application and who best to engage with contractors to complete the works.

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

- c) To consider changes to Allotment Rental Agreement (to be implemented October 2026).

It was RESOLVED to accept the changes as shown to the Allotment Rental Agreement and recommend to Full Council.

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

- d) To note possible reinstatement of Shepreth allotments on Cambridge Road.

It was noted that Shepreth Parish Council have received funding to reinstate the allotments on Cambridge Road.

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

None received.

Chris Selway left the meeting 20:11

MA111/2526 Governance Matters:

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

Inspection sheets were noted.

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

Incidents of damage and vandalism were noted.

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

None received.

MA112/2526 Correspondence:

- a) To consider request for permission to undertake metal detecting on Parish land.

More information about the locations requested and provide details to committee for consideration.

- b) To consider offer of 'Volunteer Day' from Groundwork East.

Chair altered the order of the agenda. See above.

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

None received.

MA113/2526 Biodiversity:

- a) To consider the location of the Covid-19 commemorative tree donated by SCDC.

It was RESOLVED to plant the commemorative tree donated by SCDC at New Road Cemetery.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.

- b) To consider if we make an application for Woodland Trust tree packs

<https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

ACTION: Identify the most appropriate offer and confirm if planting can be split across sites.

It was RESOLVED to progress with the offer from Woodland Trust if the correct pack can be identified for use in a memorial garden in New Road Cemetery and across other sites.

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

- c) To receive any updates and consider actions.

None received.

MA114/2526 Cemetery Matters:

- a) To consider quotation for exceptional hard cut back of Orchard Road Cemetery hedges.

It was RESOLVED to accept the quotation for extensive cutbacks to Orchard Road Cemetery hedges at a cost of £2,900+VAT.

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

- b) To update on project to install memorial garden around Kohima Stone in New Road Cemetery.

Apologies received. No update available currently.

- c) To review proposal for Memorial Garden at New Road Cemetery.

Apologies received. No update available currently. More research is needed into the rules and regulations around scattering ashes and the possible costs associated with maintaining a memorial garden.

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

None received.

MA115/2526 Village Maintenance Matters:

- a) To note correspondence and consider actions in relation to Hopkins Homes transfer of land.

Awaiting response from Hopkins Homes.

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

None received.

MA116/2526 Melbourn Community Hub Matters:

- a) To consider costs for replacement / fix of internal emergency lighting.

No quotes available.

- b) To approve invoices 7397 and 7399 from H2O Gas Heating and Plumbing Services Ltd totalling £246+VAT to replace hot water valve and supply and fit replacement toilet tap cartridge.

It was RESOLVED to approve to payment of invoices 7397 and 7399 for essential works to plumbing at Melbourn Community Hub as described above at a total cost of £246+VAT.

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

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

None received.

MA117/2526 Pavilion/New Rec Matters:

- a) To note quote for from HAGS for fence / gate replacement at The Moor play park – awaiting further quotes for consideration.

Noted.

- b) To consider accepting quote for installation and fitting of replacement of cableway part (as recommended in RoSPA report) at a cost of £590+VAT.

It was RESOLVED to accept the quote for works to repair cableway at The Moor play park at a cost of £590+VAT.

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

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

None received.

MA118/2526 Little Hands Matters:

- a) To consider budget of up to £300 for purchase of surface mounted barriers to be installed at Little Hands fire escape.

It was RESOLVED to approve a budget of up to £300 for the purchase of surface mounted barriers to be installed around Little Hands fire escape.

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

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

It was noted that the recently installed doors were difficult to lock – Trulight attending site to assess.

Cllr Clark requested an inspection of the roof. ACTION: Office to gather quotes.

Cllr Clark requested anti-climb paint be used at the rear of the building to discourage access to the roof.

MA119/2526 Policies and Risk Assessments:

- a) To receive any updates and consider actions.

None received.

MA120/2526 Outstanding Maintenance Issues: To consider the status of the job spreadsheet.

All outstanding maintenance issues were discussed. No further actions recorded.

MA121/2526 New Maintenance Issues: To consider Maintenance issues arising since last meeting.

None received.

MA122/2526 To note date of next planned meeting: Wednesday 18 February 2026 at 19:30.

The date of the next Maintenance Committee Meeting was noted as Wednesday 18 February 2026.

Meeting closed 20:39



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

A meeting of the Maintenance Committee held on Wednesday 19 November at 7.30pm
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Alexander, Barnes, Clark, Davey, Kyprianou (Chair)

Absent:

In attendance: Abigail Williams (Clerk), Maureen Brierley (RMRG), Chris Selway (Allotment Association), Steve Pitman (Warden)

MAINTENANCE COMMITTEE: MINUTES

Meeting started 19:30

MA084/2526 To receive and approve apologies for absence

Apologies received from Keith Rudge (Conservation Warden) and Les Brierley (RMRG) with acceptable reasons given.

It was RESOLVED to accept those apologies.

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

MA085/2526 To receive any Declarations of Interest and Dispensations

- To receive declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

None received.

MA086/2526 To approve the minutes of the Maintenance Committee Meeting held on 15 October 2025

It was RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 15 October 2025 as an accurate record.

Proposed by Cllr Clark, seconded Cllr Barnes.

MA087/2526 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

No members of the public present.

MA088/2526 Finance Matters:

- To consider a finance report on expenditure within the committee's remit.
The finance report was noted.

MA089/2526 Conservation Matters:

- To receive the EA Monthly situation report for October 2025.
The report was noted.
- To receive a report from the River Mel Restoration Group (RMRG).

A verbal report was given by RMRG. It was noted that the rain was welcomed and the river levels are good. It was noted that the last 'in river' working party for this year had been completed to allow spawning trout to be undisturbed. The latest kick sampling reported six bullheads of different sizes. Concern was raised that American crayfish had been spotted at Station Road – Otter had also been spotted so we hope they are having a good meal! RMRG thanked the Parish Council for their ongoing support. ACTION: Wood chip is requested for the river walk.

- To receive any other updates and consider actions.

None received.

MA090/2526 Stockbridge Meadows:

Signed..... Date.....

a) To receive a report from the Stockbridge Meadows Volunteers and Conservation Warden.

A verbal report was given by Stockbridge Meadows volunteers. Contractor confirmed area had been scarified as requested. £200 resident donation to be used towards the purchase of suitable wildflower seed. Orchard trees had been delivered and would be healed in a foster bed until they can be planted. Plan to plant trees donated last year in Ash area in the next week or two. It was noted that there was still no news about the Local Nature Reserve delegation from County Council, the office and Conservation Warden continue to follow up. ACTION: Office to follow up on trench filling. ACTION: Office to confirm with Maureen seeds to be purchased for wildflower trial.

b) To receive any other updates and consider actions.

None received.

Maureen Brierley left the meeting 19:57

MA091/2526 Allotment Matters:

a) To receive a report from the Allotment Association.

A verbal report was given by the Allotment Association. It was noted that the skip had been removed and well used by tenants. It was noted that works are still required to the hedges – the contractor is aware and will complete soon. Allotment renewals have taken place with some new tenants joining the association. Some plots remain unworked. ACTION: Deputy Clerk to write to relevant plot holders with next steps. ACTION: Deputy Clerk to communicate with plot holders about maintaining common walkways after hedge trimming has taken place. ACTION: Support new plot holders in regulations around removing top soil and laying bases for sheds etc.

b) To receive any other updates and consider actions.

None received.

Chris Selway left the meeting 20:04

MA092/2526 Governance Matters:

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

Inspection sheets were noted.

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

Incidents of damage and vandalism were noted.

c) To note van booked in for MOT on 11 December 2025 (due 5 January 2026).

Noted.

d) To receive any other updates and consider actions.

None received.

MA093/2526 Correspondence:

a) To note correspondence regarding a fallen tree near the Vicarage, and report actions.

Correspondence noted and request for Parish Council to adopt responsibility for pathway between All Saints and Vicarage Close considered.

It was RESOLVED to reply to resident stating that this duty falls to the Local Authority and as such would not be adopted by the Parish Council.

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

b) To receive any other updates and consider actions.

None received.

MA094/2526 Biodiversity:

a) To receive any updates and consider actions.

None received.

MA095/2526 Cemetery Matters:

a) To consider quotation for the installation of new cremated remains bases at New Road Cemetery.

It was RESOLVED to accept the quote for two 4 x 4 cremated remains bases to be installed at New Road Cemetery at a cost of £560+VAT.

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

- b) To consider proposal to landscape area around Kohima stone at New Road Cemetery.

Cllrs discussed the idea of installing a memorial garden / area of reflection around the Kohima stone.

It was RESOLVED that a proposal should be brought back to Committee for consideration.

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

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

None received.

MA096/2526 Village Maintenance Matters:

- a) To note invoice from Herts & Cambs for £290 for 3 tons of topsoil at the New Rec and Old Rec
Invoice noted and retrospective approval considered (work had been completed under delegated approval).
- b) To update on All Saints Wall project and consider further actions.
No further update – awaiting costs of survey.

Motion to exclude Public and Press: Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at item MA096/2526c)
Proposed by Cllr Kilmurray, seconded by Cllr Alexander. All in favour.

- c) To consider quotes for Hopkins Homes maintenance in relation to sum offered by Hopkins Homes for 10 year maintenance.

Quotations for maintenance to areas at Hopkins Homes were discussed. Concerns over agreement to adopt areas to be taken to s106 Officer and legal to confirm obligations of Hopkins Homes.

Motion to reopen meeting to the Public and Press.

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

- d) To note need for 'extra' cuts of verges in November – costs to be confirmed.

Item noted.

- e) To consider works to trees on Old Rec in response to deadwood falling.

It was RESOLVED to accept the quote for works to deadwood within trees at the Old Rec at a cost of £1,900+VAT.

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

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

None received.

MA097/2526 Pavilion/New Rec Matters:

- a) To discuss actions for proposal for development of Pavilion / New Rec area.

Discussion about actions for development of Parish assets took place. ACTION: Agenda item for proposal to be added to Full Council with the possibility of creating a Committee to drive projects.

- b) To note issue with clock timing and consider actions.

Issue noted. ACTION: Office to provide quotes for works.

- c) To note successful move of the Food Bank to the Pavilion, with engagement from other users.

Noted.

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

None received.

MA098/2526 Little Hands Matters:

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

None received.

MA099/2526 Policies and Risk Assessments:

- a) To receive any updates and consider actions.

None received.

MA100/2526 Outstanding Maintenance Issues: To consider the status of the job spreadsheet.

All outstanding maintenance issues were discussed. No further actions recorded. It was noted that seeds to be sown at Little Hands in the spring.

MA101/2526 New Maintenance Issues: To consider Maintenance issues arising since last meeting.

Cllr Davey requested suggested that we look at marking out spaces at The Moor car park to encourage more efficient parking.

Question raised about signposting electric vehicle charging locations.

MA102/2526 To note date of next planned meeting: Wednesday 28 January 20256 at 19:30.

The date of the next Maintenance Committee Meeting was noted as Wednesday 28 January 2026. Noting correction to date on agenda.

Meeting closed 21:13



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

A meeting of the Maintenance Committee held on Wednesday 15 October at 7.30pm
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Barnes, Clark, Davey, Kyprianou (Chair)

Absent:

In attendance: Abigail Williams (Clerk), Maureen Brierley (RMRG), Chris Selway (Allotment Association), Keith Rudge (Warden)

MAINTENANCE COMMITTEE: MINUTES

Meeting started 19:31

MA064/2526 To receive and approve apologies for absence

Apologies received from Cllrs Kilmurray and Alexander and Les Brierley with acceptable reasons given.

It was RESOLVED to accept those apologies.

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

MA065/2526 To receive any Declarations of Interest and Dispensations

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

None received.

MA066/2526 To approve the minutes of the Maintenance Committee Meeting held on 27 August 2025

It was RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 27 August 2025 as an accurate record.

Proposed by Cllr Barnes, seconded Cllr Clark.

For: Cllrs Barnes, Clark, Kyprianou

Against:

Abstain: Cllr Davey

MA067/2526 To approve the minutes of the Maintenance Committee Meeting held on 19 June 2025 due to no resolution at previous meeting.

It was RESOLVED to approve the minutes of the Maintenance Committee Meeting held on 27 August 2025 as an accurate record.

Proposed by Cllr Clark, seconded Cllr Barnes.

For: Cllrs Barnes, Clark, Kyprianou

Against:

Abstain: Cllr Davey

MA068/2526 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

No members of the public present.

MA069/2526 Finance Matters:

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

The finance report was noted.

MA070/2526 Conservation Matters:

- a) To receive the EA Monthly situation report for August & September 2025.

The reports were noted.

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

A verbal report was given by RMRG. It was noted that river levels are low but measures to retain weed and maintain levels were helping. Concern was raised about the inaccessibility of the support pipe that is believed to be on Melbourn Bury. RMRG will work with the Environment Agency to attempt to gain access to this from the landowner. Working parties are continuing. It was noted that a water vole has been spotted.

MA071/2526 Stockbridge Meadows:

- a) To receive update on issues at Stockbridge Meadows.

A verbal report was given by Stockbridge Meadows volunteers. Request was made to scarify the wildflower meadow to allow the wildflower seed trial to commence. ACTION: Office to follow up with contractor. £200 resident donation to be used towards the purchase of suitable wildflower seed. Stockbridge Meadows volunteers have provided an article to be included in the next edition of Melbourn Magazine. ACTION: Office and Wardens to add photos.

- b) To note update from Conservation Warden about designating Stockbridge Meadows as a Local Nature Reserve.

Conservation Warden updated on efforts to designate Stockbridge Meadows as a Local Nature Reserve. After multiple contact attempts Cambridgeshire County Council have confirmed the process is now going through the legal stage and will update us when they can.

- c) To consider selection of up to 9 heritage trees for replacement on Stockbridge Meadows.

It was RESOLVED to budget up to £200 for the purchase of heritage trees as required.

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

ACTION: Stockbridge Meadows volunteers to provide a list of appropriate trees.

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

It was noted that in late November sapling trees that had been in a nursery elsewhere will be planted to help counteract the effects of ash dieback. Assistance will be required in the form of help from Wardens and the purchase of stakes etc.

It was RESOLVED to approve costs of up to £100 under Clerks delegated authority to allow works to commence.

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

Maureen Brierley and Keith Ridge left the meeting 19:58

MA072/2526 Allotment Matters:

- a) To receive a report from the Allotment Association.

A verbal report was given by the Allotment Association. It was noted that grant applications had been made, one was oversubscribed, and they required the application to be scaled back. This has been done. It was noted that the skip and soil improver, funded by the Community Grant funds, have been ordered. It was noted that works are still required to the hedges – the contractor is aware and will complete soon. Allotment renewals have been taking place with some plots changing hands and others being marked for improvement. ACTION: Deputy Clerk to write to relevant plot holders with next steps.

- b) To note issue with anti-social behaviour and consider impact on allotment agreement etc.

Issue was noted. ACTION: Office to research possible clauses that could legally be added to the Allotment Agreement to allow the Parish Council to act. ACTION: Deputy Clerk to research and present back to Committee.

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

None received.

Chris Selway left the meeting 20:13

MA073/2526 Governance Matters:

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

Inspection sheets were noted.

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

Incidents of damage and vandalism were noted. ACTION: Office to propose programme of bench replacement across the village as part of precept planning.

c) To review Maintenance Committee Terms of Reference and consider including The Hub maintenance to be included under delegated authority to the Maintenance Committee, reporting to full council as required.

Note correction to date spelling. ACTION: Proposal to add Community Hub maintenance to the Maintenance Committee remit to be taken to Full Council.

d) To receive any other updates and consider actions.

None received.

MA074/2526 Correspondence:

a) To consider request for help with works to fence bordering Orchard Road Cemetery.

Item was discussed. ACTION: Office to communicate with resident to find out who owns the boundary fence. Findings to be presented to Committee at a future date.

b) To consider request for help with works to vegetation along fence bordering Primary School from property on Orchard Road.

Item was discussed. Possibility of Time Bank help was mentioned. ACTION: Office to contact Primary School and PTFA to raise concern about works and encourage resolution.

c) To receive any other updates and consider actions.

None received.

MA075/2526 Biodiversity:

a) To consider which option to select for the six free trees offer from South Cambridgeshire District Council.

It was RESOLVED to request a crab apple tree to be planted at the Millennium Copse in recognition of the dedication to the Parish shown by ex County Councillor Susan van de Ven. A plaque to be sourced through personal donations.

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

b) To receive any updates and consider actions.

None received.

MA076/2526 Cemetery Matters:

a) To consider request to install memorial bench and scatter ashes at New Road Cemetery.

It was RESOLVED to approve the installation of a memorial bench and to formally note the area of a memorial garden to allow ashes to be scattered.

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

b) To note works carried out by Wardens to tree affecting garden on Orchard Road.

Works noted and thanks passed.

c) To consider quote to install new cremated remains bases.

Item deferred due to insufficient quotes.

d) To receive any other updates and consider actions.

Cllrs requested investigation take place about restricting plastic flowers / memorials in New Road Cemetery. ACTION: Office to review regulations and present options.

MA077/2526 Village Maintenance Matters:

a) To consider quote for works to Orchard Road hedge line.

It was RESOLVED to accept the quotation from Herts & Cambs Ground Maintenance Ltd to cut back vegetation along Orchard Road that is causing obstruction to the carriageway at a cost of £400+VAT.

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

b) To consider quote for works to access roadway / pathway to New Road Cemetery off Water Lane.

Item discussed. It was decided to review area with Highways and readdress at a later date.

- c) To consider quote for works to Water Lane hedging.
Item deferred due to insufficient quotes.
- d) To update on All Saints Wall project and consider further actions.
Confirmation of Parish responsibility for wall received and presented. ACTION: Office to obtain quotes for survey to assess required works. ACTION: Office to talk to Rev Birks and Greenways team about works to area.
- e) To receive any other updates and consider actions.
None received.

MA078/2526 Pavilion/New Rec Matters:

- a) To discuss possible use by MACS and Food Bank.
It was noted that the Food Bank will be trialling running from the Pavilion to free up space for other activities at Vicarage Close.
- b) To receive any other updates and consider actions.
It was noted that a small section of outer wall had degraded and lost render. ACTION: Office to obtain quotes for works.

MA079/2526 Little Hands Matters:

- a) To receive any other updates and consider actions.
None received.

MA080/2526 Policies and Risk Assessments:

- a) To note updates to cemeteries paperwork to reflect updates to non-resident costs and clerk details.
Updates noted.
- b) To receive any updates and consider actions.
None received.

MA081/2526 Outstanding Maintenance Issues: To consider the status of the job spreadsheet.

All outstanding maintenance issues were discussed. No further actions recorded.

MA082/2526 New Maintenance Issues: To consider Maintenance issues arising since last meeting.

None received.

MA083/2526 To note date of next planned meeting: Wednesday 19 November 2025 at 19:30.

The date of the next Maintenance Committee Meeting was noted as Wednesday 19 November 2025.

Meeting closed 21:06

Melbourn Parish Council
Maintenance Committee Report
Prepared by the Responsible Financial Officer (RFO)
Date: October 25

1. Introduction

This report has been generated using the Rialtas Finance System and provides a comprehensive overview of the income and expenditure related to the maintenance of Melbourn Village for the period 01 April 2025 to 31st October 2025. The aim is to support informed decision-making by the Maintenance Committee.

2. Report Overview

All financial data is categorised into cost centres that correspond to different areas of village and the maintenance required. Where applicable expenditures have been split into two categories:

- **Planned** (budgeted)
- **Unplanned** (non-budgeted/emergency or unforeseen)

This classification helps to better track how the Council's financial resources are being used and to identify areas requiring attention.

3. Key Notes.

- **Maintenance Contract:** The Parish Council has entered into a village maintenance contract, which has helped in streamlining and effectively managing recurring costs. Associated costs have been appropriately distributed among relevant cost centres.
- **Reporting detail:** By showing the income and subsequent expenditure will allow the committee to see how much each area costs and assess the income and or the community benefit that is derived from our assets.
- **Stockbridge Meadows:** This area was added to the village maintenance contract after the annual budget was approved. Consequently, its associated costs are not reflected in the original budget and will require close monitoring to avoid overspending.
- **Pavillion Boiler:** This was an unplanned repair in July.
- **Reserves Management:** When reviewing expenses, it is important to assess whether they:
 - Fall within the planned budget,
 - Can be covered by any existing reserves held.
 - Or are unplanned.
- **Pavillion:** Income for the pavilion to October was £30.00 Expenditure in maintaining the building £6,723. Alternative use for the pavilion should be considered.
- Weather Conditions have resulted in additional cuts being required in the village.

- It has been put forward as an idea to obtain an updated croyland report for asset maintenance.

4. Ongoing Improvements

As the Council continues to transition to more detailed financial reporting, the Parish Clerk and the RFO will work in closely to:

- Provide additional insights where needed,
- Flag any anticipated high-cost maintenance works,
- Ensure the Committee is fully informed to make sound financial decisions.

5. Conclusion

The financial reporting approach using Rialtas enhances transparency and accountability. Monitoring cost centres closely, especially for post-budget additions like Stockbridge Meadows, will be critical in the coming months.

For any further clarifications or questions regarding this report, please feel free to contact the RFO directly.

Prepared by:

Responsible Financial Officer (RFO)

Melbourn Parish Council

October 2025

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
--	------------------------	-----------------------	--------------------------	--------------------------	--------------------	---------	-------------------------

Maintenance110 Wardens

4000 Salaries & Pensions	11,480	19,747	8,267	8,267	58.1%		
4110 Insurance	373	689	316	316	54.2%		
4175 Subcontractors	0	3,000	3,000	3,000	0.0%		
4230 Van - Tax, MOT, Fuel, Repairs	758	647	(111)	(111)	117.2%		
4235 Wardens Materials	251	0	(251)	(251)	0.0%		
4240 Wardens Equipment	151	1,539	1,388	1,388	9.8%		
4320 Maintenance & Reps- Unplanned	0	2,000	2,000	2,000	0.0%		
Wardens :- Indirect Expenditure	13,014	27,622	14,608	0	14,608	47.1%	0

Net Expenditure**(13,014) (27,622) (14,608)**210 Allotments

1200 Allotment Rent received	3,181	3,154	(27)		100.9%		
Allotments :- Income	3,181	3,154	(27)		100.9%		0
4320 Maintenance & Reps- Unplanned	27	538	511	511	5.0%		
4430 Grounds Maintenance - Planned	570	1,936	1,366	1,366	29.4%		
4510 Water	0	824	824	824	0.0%		
Allotments :- Indirect Expenditure	597	3,298	2,701	0	2,701	18.1%	0
Net Income over Expenditure	2,584	(144)	(2,728)				

220 Conservation

1210 Grass Cutting Contribution	3,939	3,850	(89)		102.3%		
Conservation :- Income	3,939	3,850	(89)		102.3%		0
4000 Salaries & Pensions	2,692	4,619	1,927	1,927	58.3%		
4175 Subcontractors	1,535	3,300	1,765	1,765	46.5%		
4320 Maintenance & Reps- Unplanned	118	1,154	1,036	1,036	10.2%		
4350 Christmas Tree/Plants	623	1,430	807	807	43.5%	623	
4360 Tree & Hedge Work - Planned	0	6,618	6,618	6,618	0.0%		
4365 Tree & Hedge Work - Unplanned	2,677	3,546	869	869	75.5%		
4370 Project work	369	1,026	657	657	35.9%	308	
4410 Nature Reserve management plan	0	513	513	513	0.0%		
4420 Grounds Maintenance - Unplanned	1,440	2,032	592	592	70.9%		
4430 Grounds Maintenance - Planned	0	324	324	324	0.0%		
4605 Refuse & Dog Bin Collection	832	641	(191)	(191)	129.8%		
4635 Village Maintenance Contract	12,187	17,923	5,736	5,736	68.0%		
Conservation :- Indirect Expenditure	22,472	43,126	20,654	0	20,654	52.1%	931

Net Income over Expenditure**(18,533) (39,276) (20,743)**

6000 plus Transfer from EMR 931 0 (931)

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(17,603)	(39,276)	(21,673)				
230 Stockbridge Meadows							
4235 Wardens Materials	30	0	(30)		(30)	0.0%	
4320 Maintenance & Reps- Unplanned	47	0	(47)		(47)	0.0%	
4635 Village Maintenance Contract	515	0	(515)		(515)	0.0%	
Stockbridge Meadows :- Indirect Expenditure	592	0	(592)	0	(592)		0
Net Expenditure	(592)	0	592				
250 Cemetery General							
1300 Burial Fees	610	2,000	1,390			30.5%	
1305 Memorials Fees	0	525	525			0.0%	
1310 Internment Fees	0	1,500	1,500			0.0%	
Cemetery General :- Income	610	4,025	3,415			15.2%	0
4505 Electricity	(403)	0	403		403	0.0%	
4635 Village Maintenance Contract	5,664	9,752	4,088		4,088	58.1%	
Cemetery General :- Indirect Expenditure	5,261	9,752	4,491	0	4,491	53.9%	0
Net Income over Expenditure	(4,651)	(5,727)	(1,076)				
260 Orchard Road Cemetery							
1305 Memorials Fees	100	0	(100)			0.0%	
Orchard Road Cemetery :- Income	100	0	(100)				0
4315 Maintenance & Reps - Planned	0	175	175		175	0.0%	
4430 Grounds Maintenance - Planned	0	457	457		457	0.0%	
4500 Rates	206	278	72		72	74.1%	
4505 Electricity	87	221	134		134	39.4%	
4605 Refuse & Dog Bin Collection	0	103	103		103	0.0%	
Orchard Road Cemetery :- Indirect Expenditure	293	1,234	941	0	941	23.7%	0
Net Income over Expenditure	(193)	(1,234)	(1,041)				
270 New Road Cemetery							
1300 Burial Fees	4,865	0	(4,865)			0.0%	
1305 Memorials Fees	1,400	0	(1,400)			0.0%	
1310 Internment Fees	1,635	0	(1,635)			0.0%	
New Road Cemetery :- Income	7,900	0	(7,900)				0
4315 Maintenance & Reps - Planned	2,350	0	(2,350)		(2,350)	0.0%	2,350

Detailed Income & Expenditure by Budget Heading 18/11/2025

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4420 Grounds Maintenance - Unplanned	0	1,026	1,026		1,026	0.0%	
4430 Grounds Maintenance - Planned	0	2,473	2,473		2,473	0.0%	
4500 Rates	630	845	215		215	74.6%	
4605 Refuse & Dog Bin Collection	0	146	146		146	0.0%	
New Road Cemetery :- Indirect Expenditure	2,980	4,490	1,510	0	1,510	66.4%	2,350
Net Income over Expenditure	4,920	(4,490)	(9,410)				
6000 plus Transfer from EMR	2,350	0	(2,350)				
Movement to/(from) Gen Reserve	7,270	(4,490)	(11,760)				
<u>300 Play Areas</u>							
4315 Maintenance & Reps - Planned	937	0	(937)		(937)	0.0%	
4320 Maintenance & Reps- Unplanned	0	3,357	3,357		3,357	0.0%	
4605 Refuse & Dog Bin Collection	1,248	2,771	1,523		1,523	45.0%	
Play Areas :- Indirect Expenditure	2,185	6,128	3,943	0	3,943	35.7%	0
Net Expenditure	(2,185)	(6,128)	(3,943)				
<u>310 Recreation Ground</u>							
1305 Memorials Fees	562	0	(562)			0.0%	
1400 Match Fees	2,290	3,350	1,060			68.4%	
1500 Hire of Recreation Grounds	765	840	75			91.1%	
1610 Misc Income	646	0	(646)			0.0%	
Recreation Ground :- Income	4,262	4,190	(72)			101.7%	0
4320 Maintenance & Reps- Unplanned	704	0	(704)		(704)	0.0%	
4430 Grounds Maintenance - Planned	290	3,225	2,935		2,935	9.0%	
4505 Electricity	185	518	333		333	35.7%	
4510 Water	64	0	(64)		(64)	0.0%	
4605 Refuse & Dog Bin Collection	2,704	2,364	(340)		(340)	114.4%	
4635 Village Maintenance Contract	3,776	6,502	2,726		2,726	58.1%	
4640 Melbourn Dynamos Power Grant	0	1,970	1,970		1,970	0.0%	
Recreation Ground :- Indirect Expenditure	7,722	14,579	6,857	0	6,857	53.0%	0
Net Income over Expenditure	(3,460)	(10,389)	(6,929)				
<u>320 Pavilion</u>							
1550 Hire of Pavilion	30	100	70			30.0%	
Pavilion :- Income	30	100	70			30.0%	0
4125 Broadband & Telephone	117	177	60		60	66.1%	

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4175 Subcontractors	875	1,728	853		853	50.6%	
4315 Maintenance & Reps - Planned	879	2,483	1,604		1,604	35.4%	
4320 Maintenance & Reps- Unplanned	1,148	513	(635)		(635)	223.7%	
4500 Rates	1,514	2,822	1,308		1,308	53.6%	
4505 Electricity	1,437	2,587	1,150		1,150	55.6%	
4510 Water	486	100	(386)		(386)	485.9%	
4605 Refuse & Dog Bin Collection	268	417	149		149	64.3%	
Pavilion :- Indirect Expenditure	6,723	10,827	4,104	0	4,104	62.1%	0
Net Income over Expenditure	(6,693)	(10,727)	(4,034)				
400 Car Park							
4510 Water	119	0	(119)		(119)	0.0%	
Car Park :- Indirect Expenditure	119	0	(119)	0	(119)		0
Net Expenditure	(119)	0	119				
410 Fire Engine House							
4315 Maintenance & Reps - Planned	0	600	600		600	0.0%	
Fire Engine House :- Indirect Expenditure	0	600	600	0	600		0
Net Expenditure	0	(600)	(600)				
420 Community Hub							
1610 Misc Income	150	0	(150)			0.0%	
Community Hub :- Income	150	0	(150)				0
4206 Hub Fund redistribution - Heal	4,772	0	(4,772)		(4,772)	0.0%	4,772
4208 S106 Expenditure	2,822	0	(2,822)		(2,822)	0.0%	2,822
4315 Maintenance & Reps - Planned	1,680	5,086	3,406		3,406	33.0%	
4320 Maintenance & Reps- Unplanned	205	10,000	9,795		9,795	2.0%	
4505 Electricity	150	0	(150)		(150)	0.0%	
4700 PWLB Interest	14,052	27,340	13,288		13,288	51.4%	
4705 PWLB Capital	4,226	5,555	1,329		1,329	76.1%	
Community Hub :- Indirect Expenditure	27,907	47,981	20,074	0	20,074	58.2%	7,594
Net Income over Expenditure	(27,757)	(47,981)	(20,224)				
6000 plus Transfer from EMR	7,594	0	(7,594)				
Movement to/(from) Gen Reserve	(20,163)	(47,981)	(27,818)				

Detailed Income & Expenditure by Budget Heading 18/11/2025

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
510 Highways							
4320 Maintenance & Reps- Unplanned	160	0	(160)		(160)	0.0%	
4920 Street Lighting	1,339	1,026	(313)		(313)	130.5%	
Highways :- Indirect Expenditure	1,499	1,026	(473)	0	(473)	146.1%	0
Net Expenditure	(1,499)	(1,026)	473				
520 Little Hands							
1600 Property Rental Income	15,750	27,000	11,250			58.3%	
Little Hands :- Income	15,750	27,000	11,250			58.3%	0
4175 Subcontractors	861	1,756	895		895	49.0%	
4315 Maintenance & Reps - Planned	1,626	1,129	(497)		(497)	144.0%	
4320 Maintenance & Reps- Unplanned	11,554	538	(11,016)		(11,016)	2147.5%	10,652
Little Hands :- Indirect Expenditure	14,041	3,423	(10,618)	0	(10,618)	410.2%	10,652
Net Income over Expenditure	1,709	23,577	21,868				
6000 plus Transfer from EMR	10,652	0	(10,652)				
Movement to/(from) Gen Reserve	12,362	23,577	11,215				
530 Workshop							
4315 Maintenance & Reps - Planned	0	588	588		588	0.0%	
4500 Rates	7,423	13,671	6,248		6,248	54.3%	
4505 Electricity	820	2,901	2,081		2,081	28.3%	
4510 Water	72	221	149		149	32.8%	
4700 PWLB Interest	1,748	4,986	3,238		3,238	35.1%	
4705 PWLB Capital	4,895	11,902	7,007		7,007	41.1%	
Workshop :- Indirect Expenditure	14,958	34,269	19,311	0	19,311	43.6%	0
Net Expenditure	(14,958)	(34,269)	(19,311)				
Maintenance :- Income	35,923	42,319	6,396			84.9%	
Expenditure	120,365	208,355	87,990	0	87,990	57.8%	
Net Income over Expenditure	(84,442)	(166,036)	(81,594)				
plus Transfer from EMR	21,526	0	(21,526)				
Movement to/(from) Gen Reserve	(62,915)	(166,036)	(103,121)				

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	35,923	42,319	6,396			84.9%	
Expenditure	120,365	208,355	87,990	0	87,990	57.8%	
Net Income over Expenditure	(84,442)	(166,036)	(81,594)				
plus Transfer from EMR	21,526	0	(21,526)				
Movement to/(from) Gen Reserve	(62,915)	(166,036)	(103,121)				

Monthly water situation report: East Anglia

1 Summary - October 2025

East Anglia rainfall for October 2025 ranged from 70% to 113% of the long term average for the month, with the wettest catchments being in the east of the area. The area soil moisture deficit reduced by approximately 20mm from September to October, with most of that reduction following heavy rainfall towards the end of October. However, the soil moisture deficit for East Anglia remained notably high for the time of year at 102mm. With continuing dry soils, the flow response seen in area rivers to the approximately average October rainfall was muted. For the majority of rivers, the flow for October 2025, when calculated as an average for the month, was approximately equal to or slightly higher than the flow for September 2025. Groundwater levels at the majority of report sites continue to recede, although remain normal to below normal for the time of year. Public water supply reservoirs within East Anglia ended October 2025 with levels ranging from 46% to 71% of full storage capacity.

1.1 Rainfall

October 2025 rainfall totals across East Anglia ranged from 70% to 113% of the long term average [LTA] for the month. The highest rainfall totals were recorded towards the east of the area, with East Suffolk and South Essex receiving respectively 72mm and 67mm across the month. The average rainfall across East Anglia for October 2025 was 59mm, which is 91% of the historic LTA and is considered normal for the time of year. Approximately average rainfall for both October and September 2025 was preceded by an exceptionally dry spring and summer period. The East Anglia rainfall total for March 2025 to August 2025 was 159mm, which ranks as the fourth driest March to August period on record (1871 to 2025) for East Anglia.

1.2 Soil moisture deficit

The soil moisture deficit [SMD] for East Anglia at the end of October 2025 was 102mm. The SMD decreased following generally cooler conditions and rainfall towards the end of the month, although the SMD remains notably high for the time of year. The hydrological catchments with the highest SMDs are located towards the north-west of the area, with the Central Area Fenland and North West Norfolk and Wissey catchments having SMD values of 136mm and 127mm respectively.

1.3 River flows

For the majority of river flow report sites, the October 2025 month mean flow was approximately equal to or slightly higher than the September 2025 month mean flow. The

response of East Anglian rivers to the approximately average October rainfall was dampened by catchment soils being drier than typical for the time of year. Report sites along the Bedford Ouse, and its tributaries, recorded October 2025 flows considered normal to below normal for the time of year. The lowest flows were concentrated towards the centre of the area, with report sites on the Ely Ouse and its tributaries, such as the Wissey and Little Ouse, recording exceptionally low flows for the time of year.

1.4 Groundwater levels

Groundwater levels have continued to recede with the majority of sites reporting a drop in levels from September to October. The recovery in groundwater levels, indicative of aquifer recharge, is likely to be delayed with area soil moisture deficits remaining notably high for the time of year. The majority of report sites ended October 2025 with groundwater levels categorised as normal or below normal for the time of year. The groundwater level at The Spinney, Wensum Chalk, continues to be exceptionally low for the time of year, with the latest value being the lowest October groundwater level on record for this site (1971 to 2025). Therfield Rectory, North Hertfordshire Chalk, continues to be atypical for the area, with above normal groundwater levels for the time of year. This is likely to be the result of a locally exceptional recharge season, with the September 2024 to February 2025 rainfall in the Upper Bedford Ouse catchment being the fifth wettest September to February rainfall total on record (1871-2025) for that catchment.

1.5 Reservoir stocks

Public water supply reservoirs within East Anglia finished October 2025 with levels ranging from 46% to 71% of full storage capacity. Alton Water, Grafham and Hanningfield reservoirs ended the month with levels below their respective normal operating curves.

1.6 Forward look

1.6.1 Probabilistic ensemble projections for river flows at key sites

River flow projections for the Bedford Ouse, and its tributaries, show a high probability of below normal to notably low flows for December 2025. Flow projections for the Ely Ouse show a high probability of normal or lower flows for December 2025. Projections for March 2026 show a greater than 50% probability of notably low or lower flows at most forecast sites.

1.6.2 Probabilistic ensemble projections for groundwater levels in key aquifers

The groundwater projections for March 2026 shows a high probability of below normal to notably low groundwater levels at most forecast sites. The Therfield Rectory groundwater level is expected to drop to within the normal range by March 2026. The projection for September 2026 give a high probability of most forecast sites having below normal or lower groundwater levels into next autumn, with Therfield Rectory expected to stay within the normal range.

Author: Hydrology Team, hydrology-ean-and-lna@environment-agency.gov.uk

All data are provisional and may be subject to revision. The views expressed in this document are not necessarily those of the Environment Agency. Its officers, servants or agents accept no liability for any loss or damage arising from the interpretation or use of the information, or reliance upon views contained in this report.

*[SMD]: soil moisture deficits

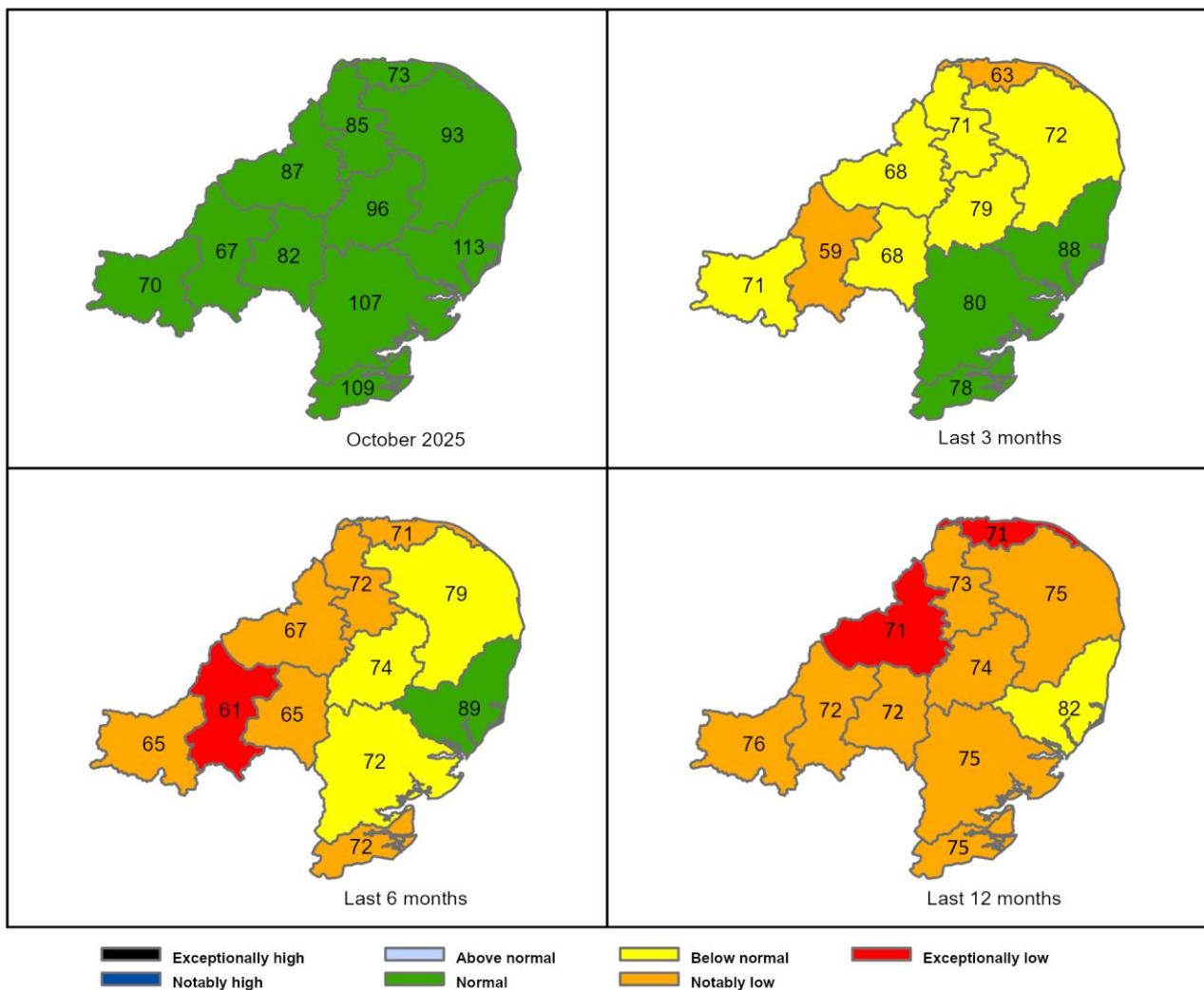
*[LTA]: long term average

Contact Details: 03708 506 506

2 Rainfall

2.1 Rainfall map

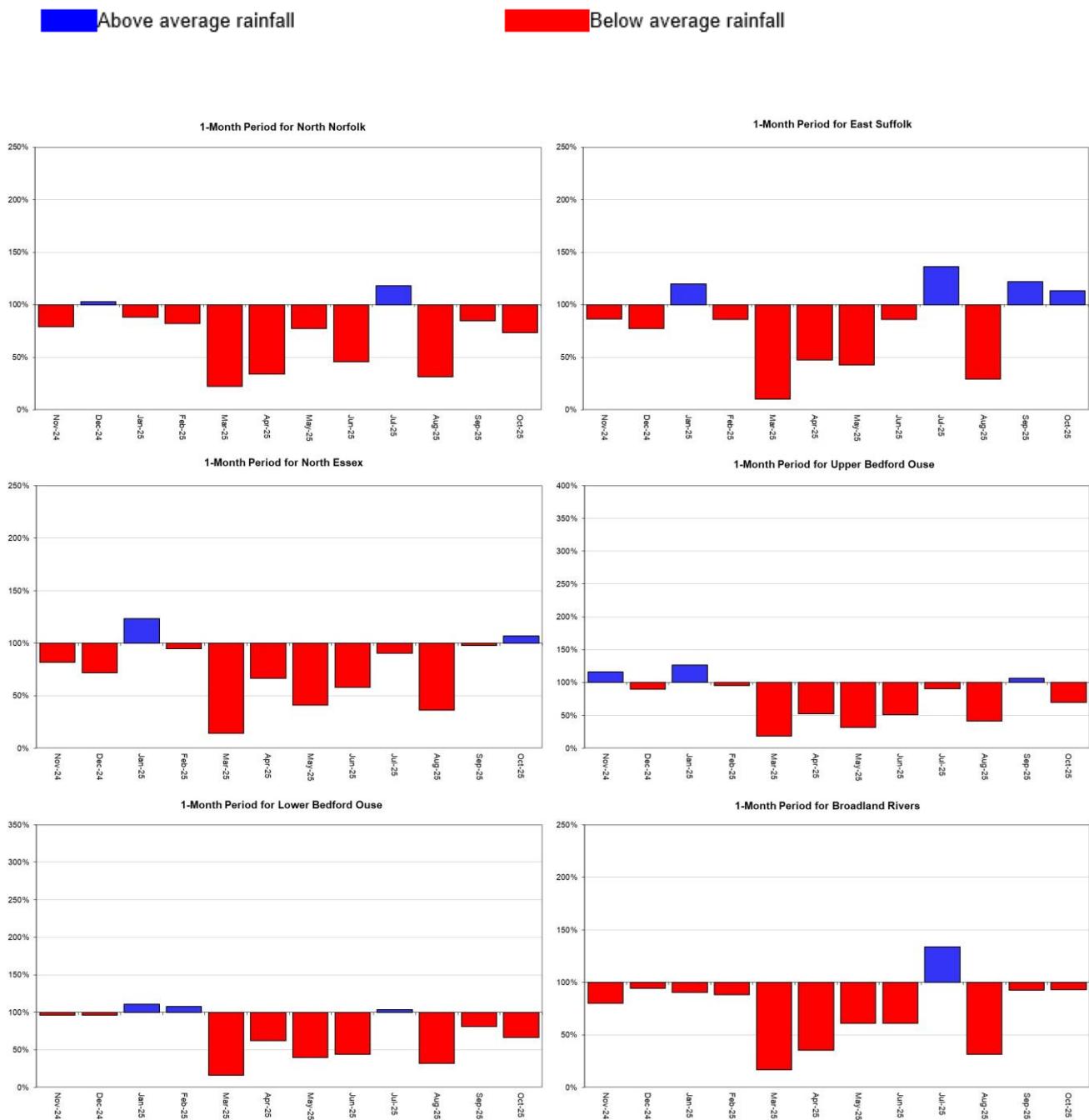
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 31 October 2025), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals. Table available in the appendices with detailed information.

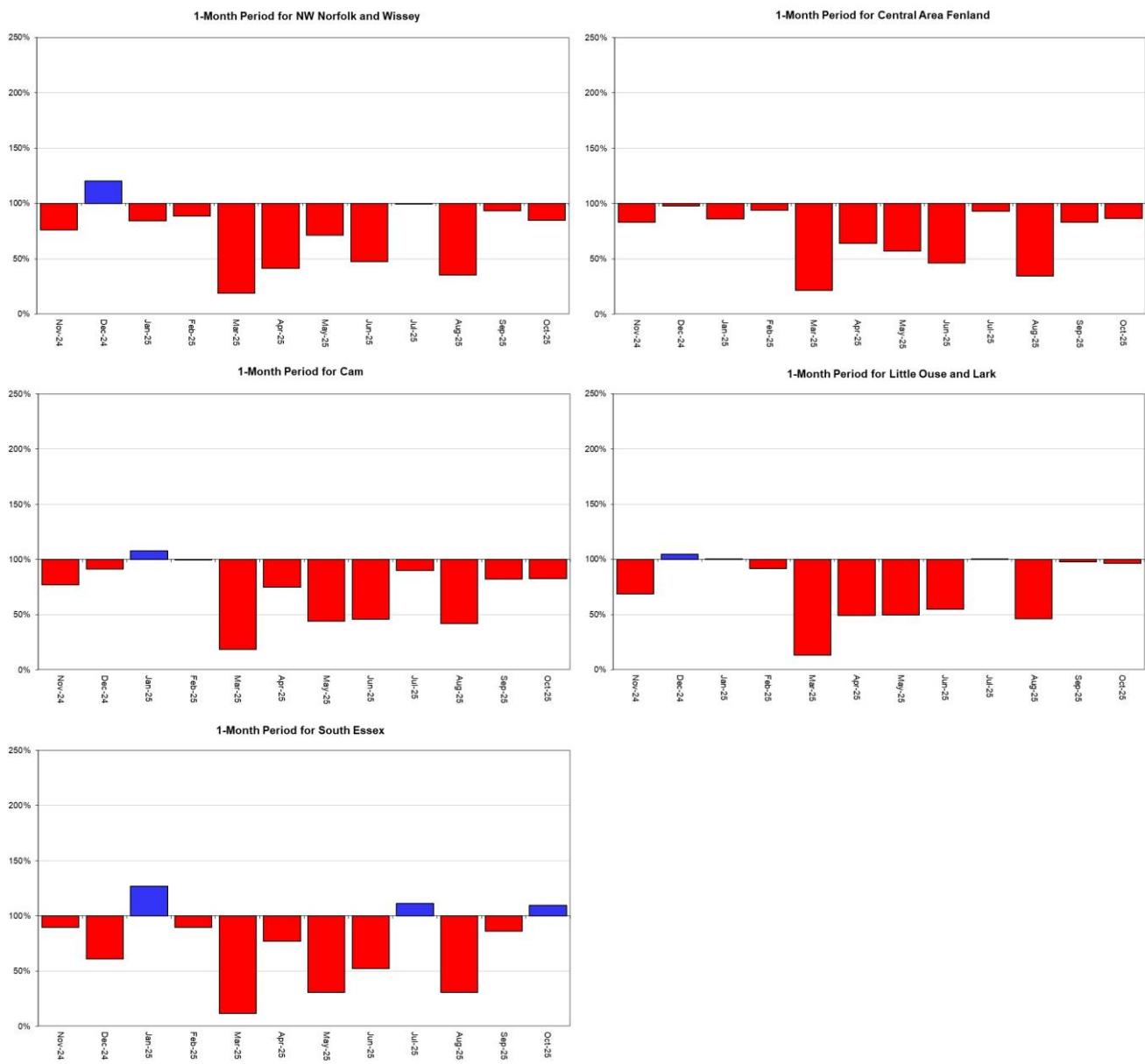


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2025). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

2.2 Rainfall charts

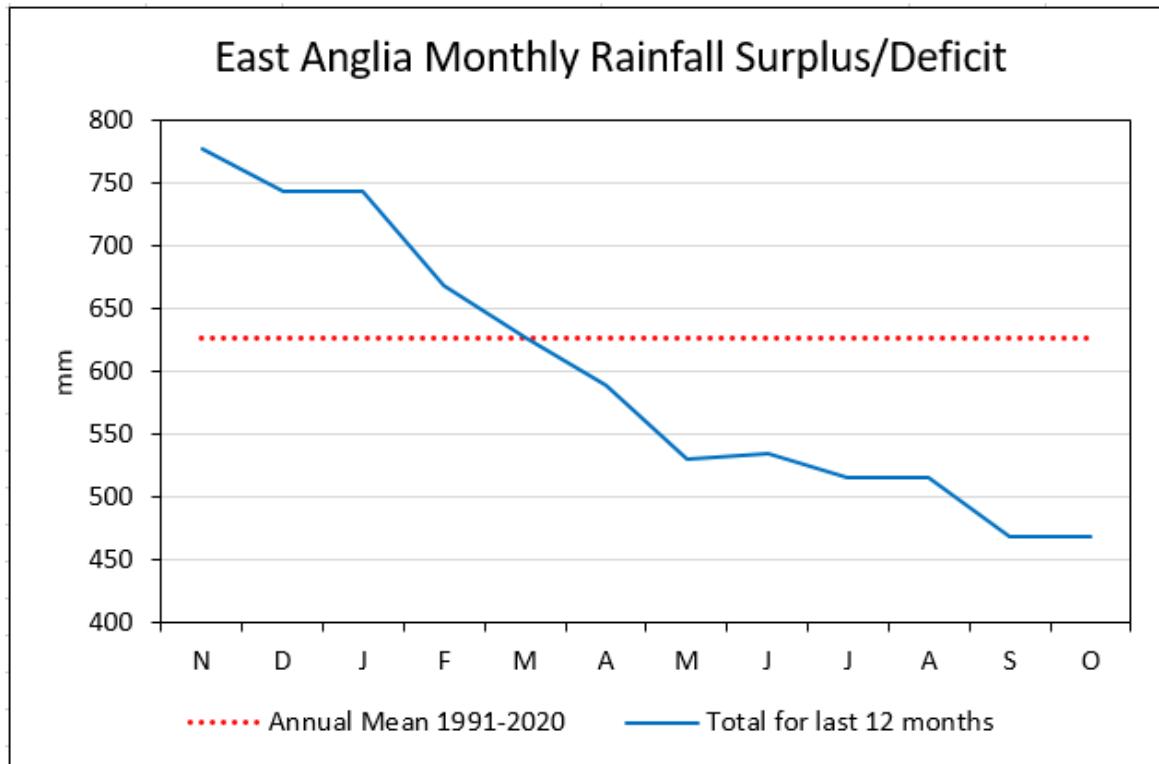
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1991 to 2020 long term average for each region and for England.





HadUK rainfall data. (Source: Met Office. Crown copyright, 2025).

2.3 Monthly rainfall surplus/deficit chart



HadUK rainfall data. (Source: Met Office. Crown copyright, 2025).

3 Soil moisture deficit

3.1 Soil moisture deficit map

Figure 3.1: Soil moisture deficit values for 31 October 2025. Values based on the weekly MORECS data for real land use.

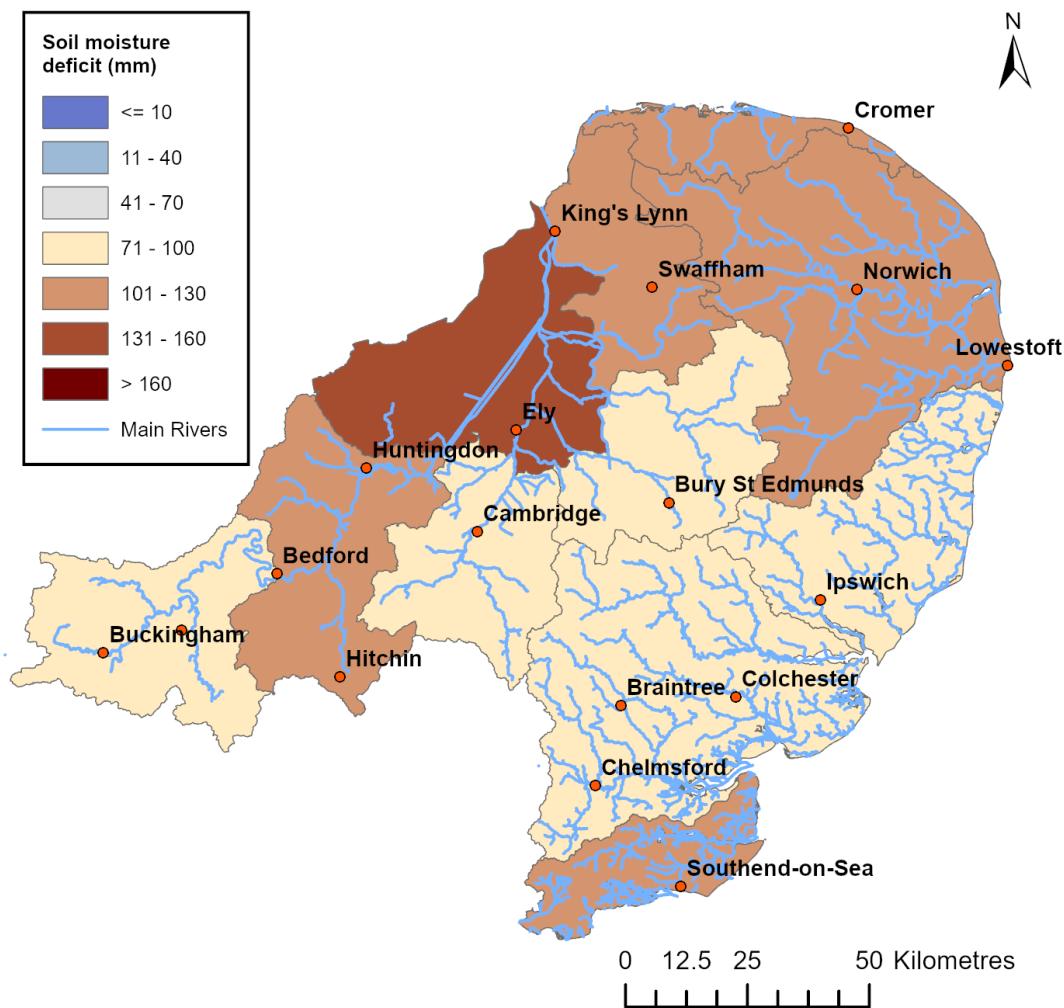
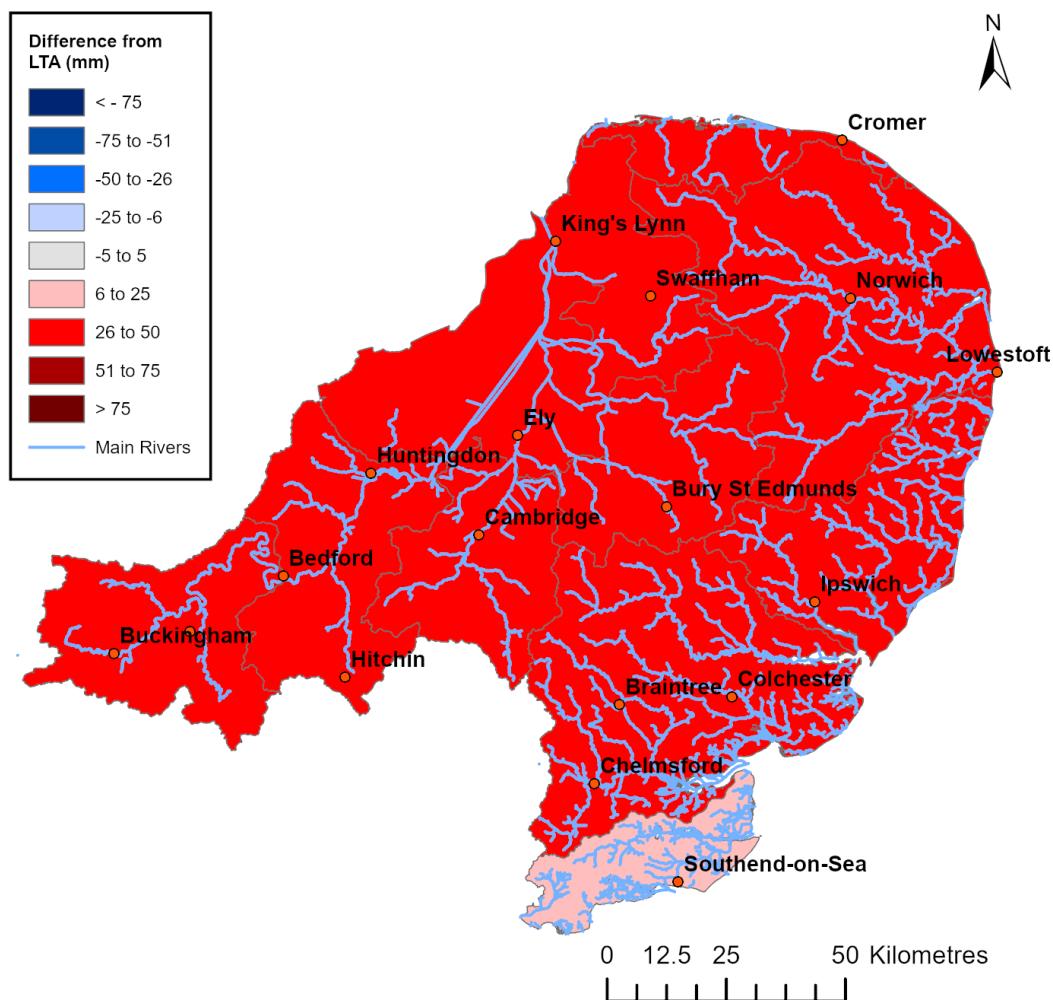


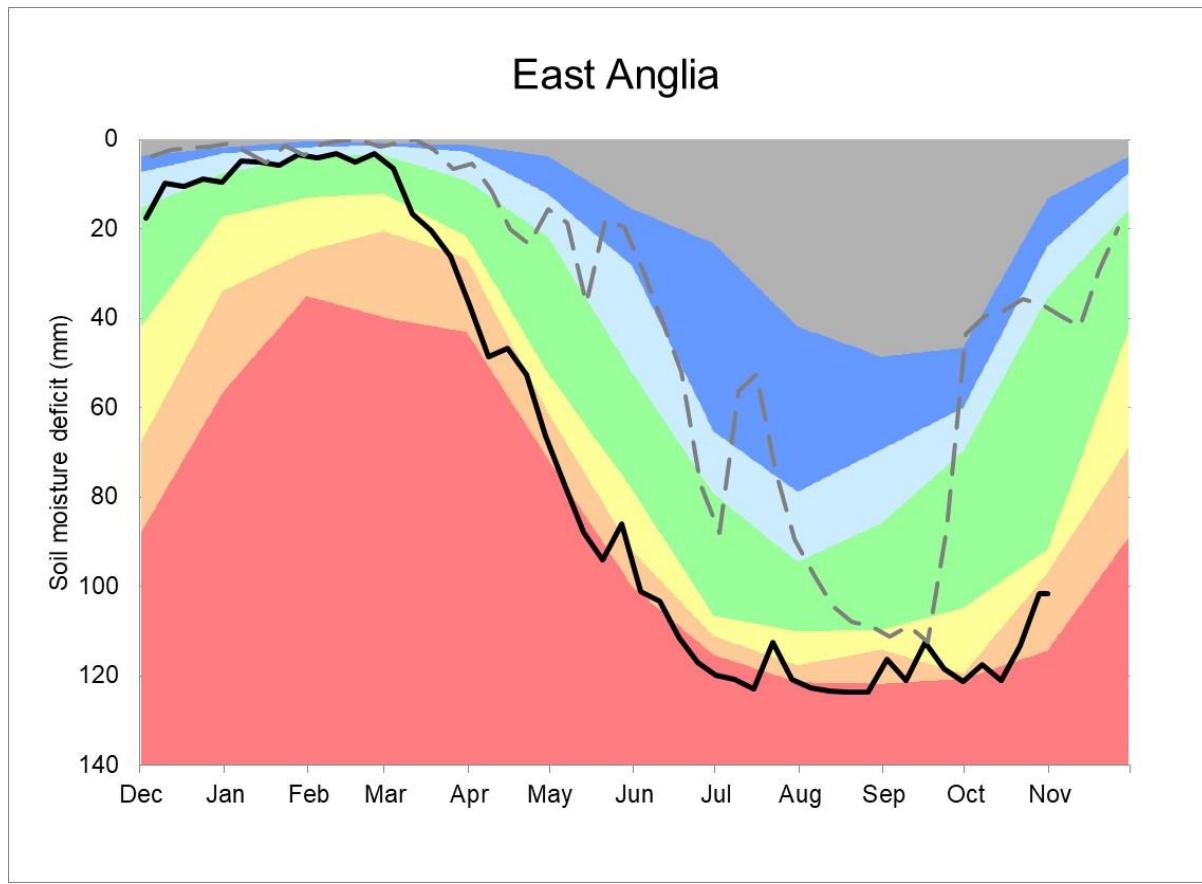
Figure 3.2: Difference between soil moisture deficit values for 31 October 2025 and long term average soil moisture deficit values for the end of October. Values based on the weekly MORECS data for real land use.



(Source: Met Office. Crown copyright, 2025). All rights reserved. Environment Agency, 100024198, 2025.

3.2 Soil moisture deficit charts

Figure 3.2: Latest soil moisture deficit compared to an analysis of historic 1991 to 2020 long term data set. Weekly MORECS data for real land use.

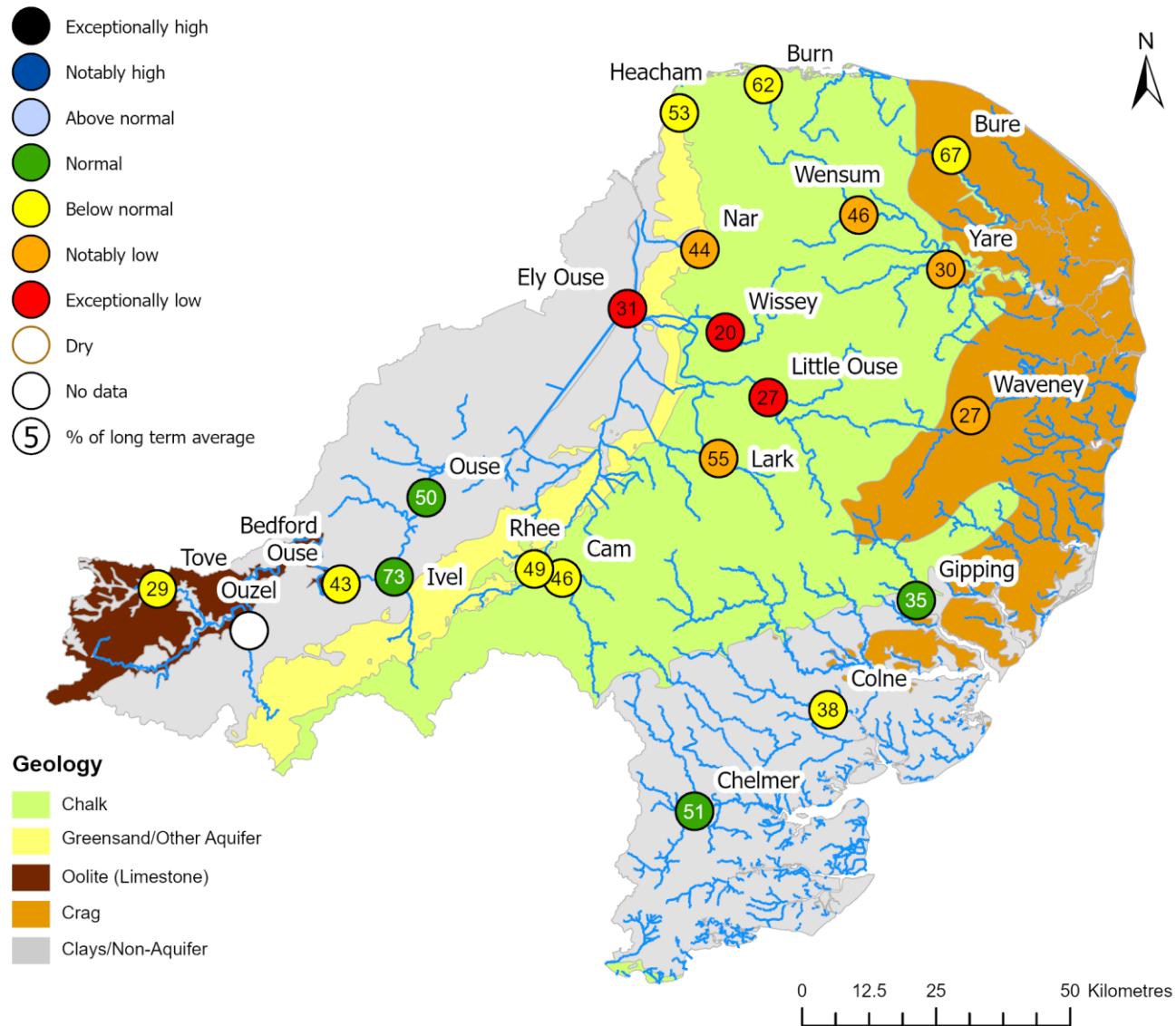


(Source: Met Office. Crown copyright, 2025). All rights reserved. Environment Agency, 100024198, 2025

4 River flows

4.1 River flows map

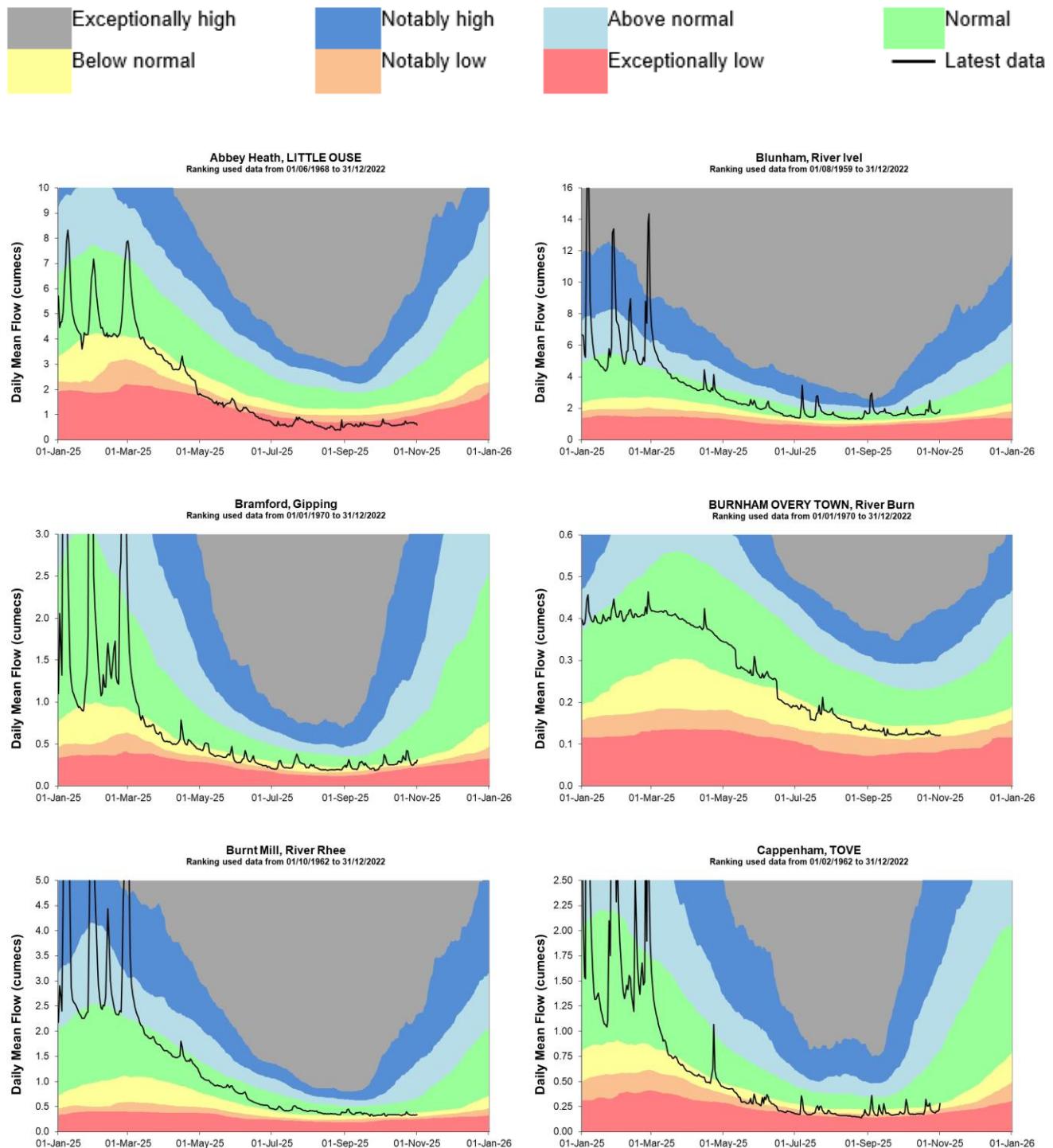
Figure 4.1: Monthly mean river flow for indicator sites for October 2025, expressed as a percentage of the respective long term average and classed relative to an analysis of historic October monthly means Table available in the appendices with detailed information.

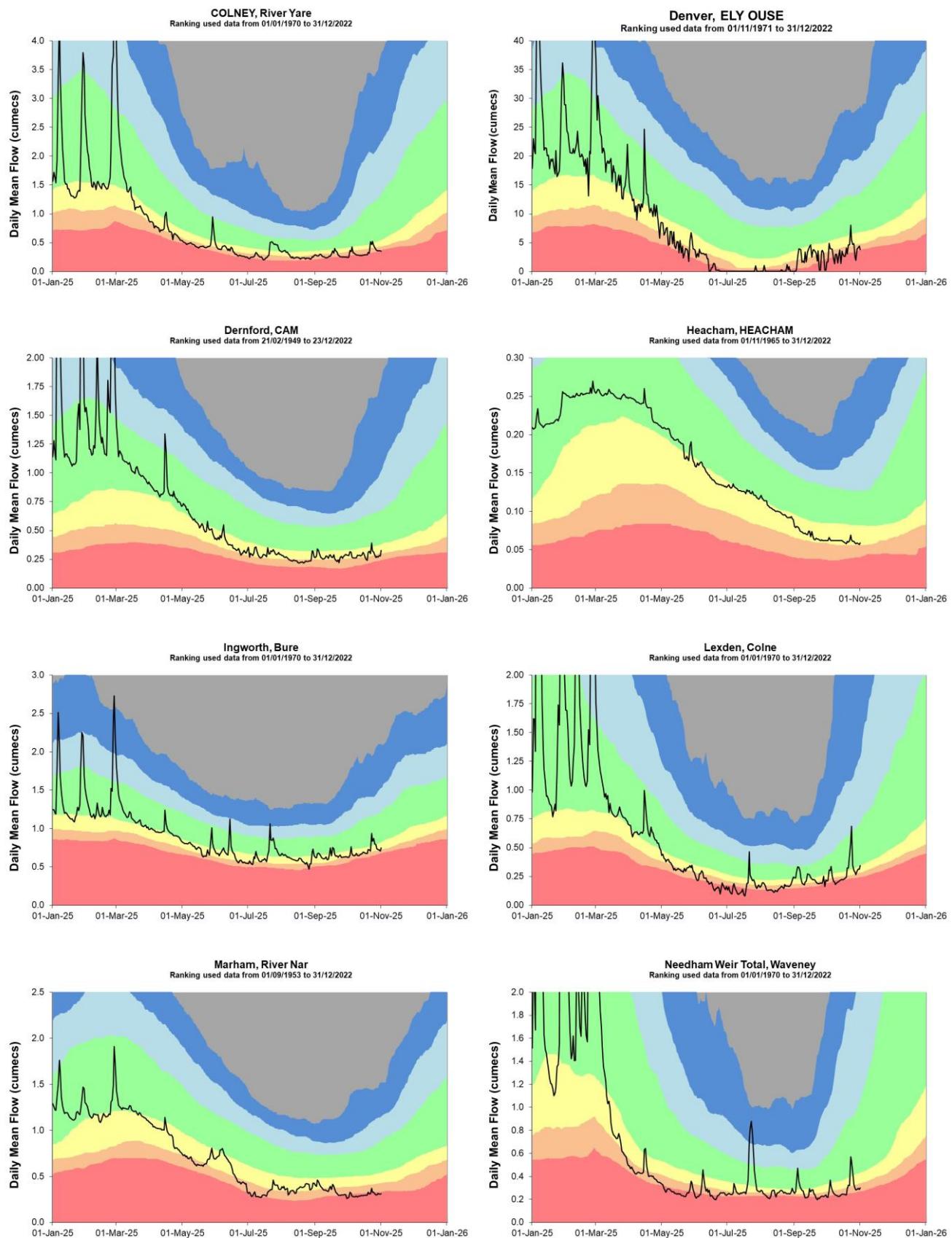


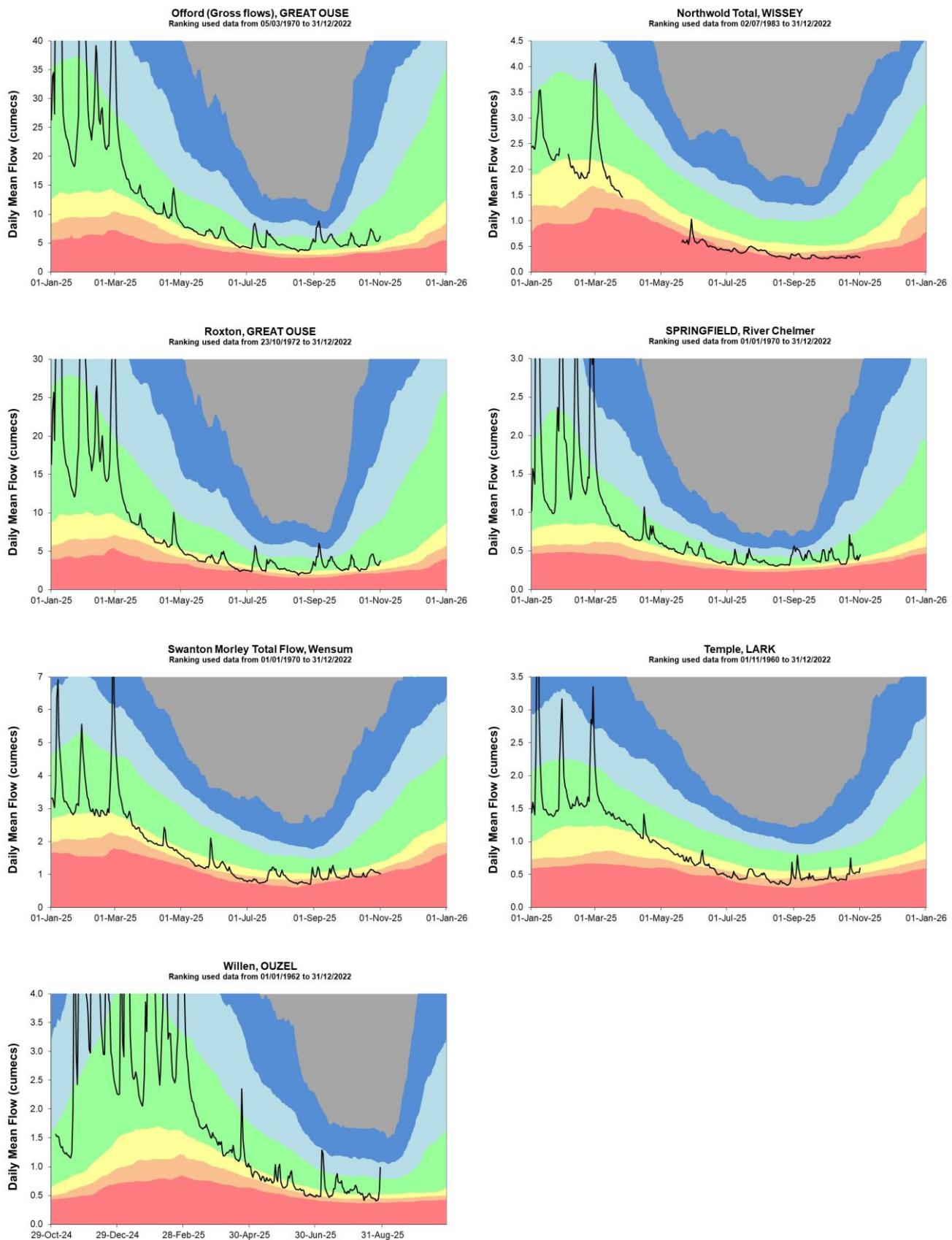
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

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.





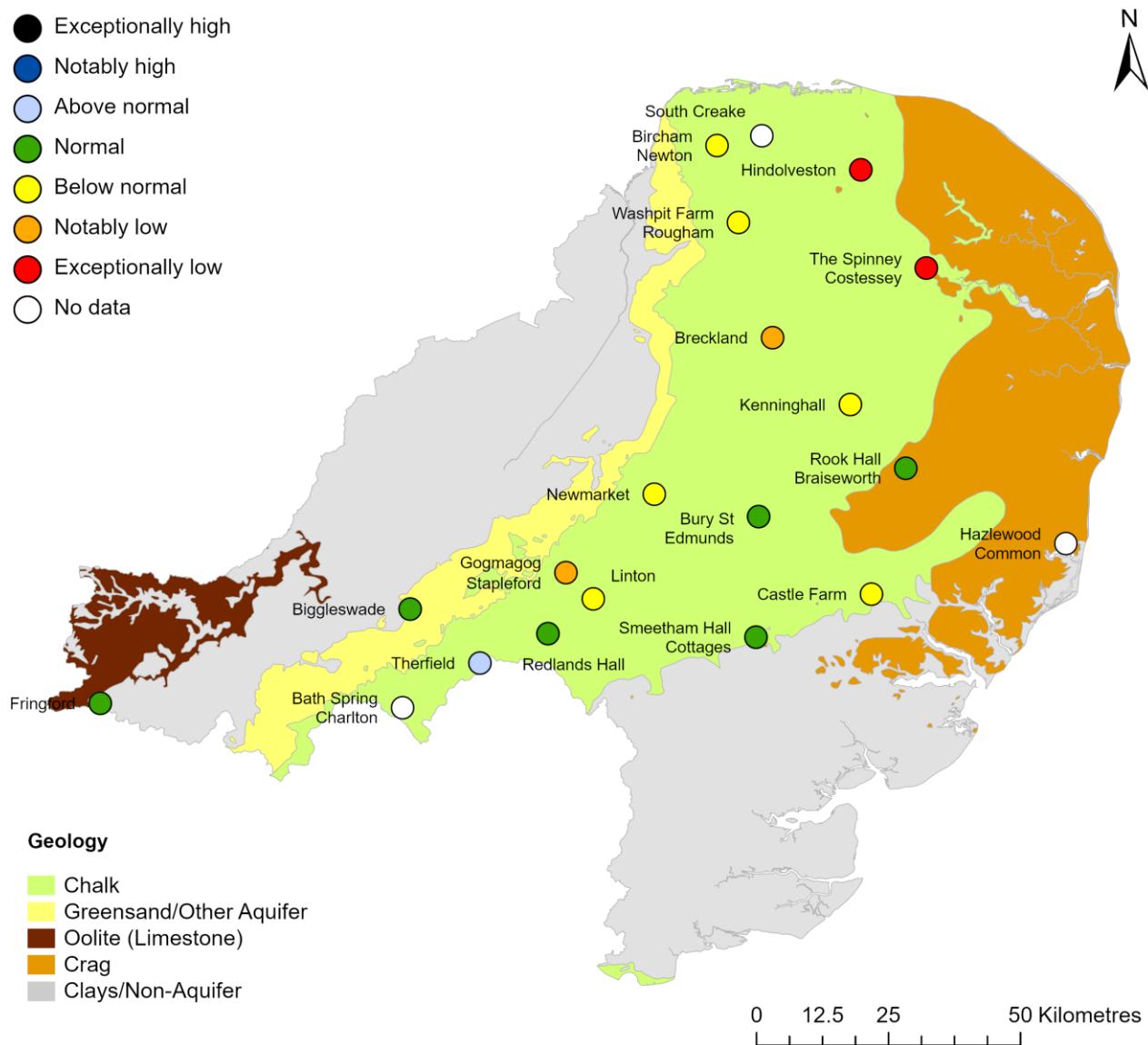


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

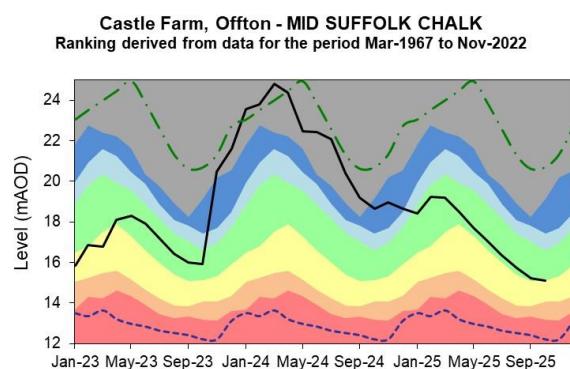
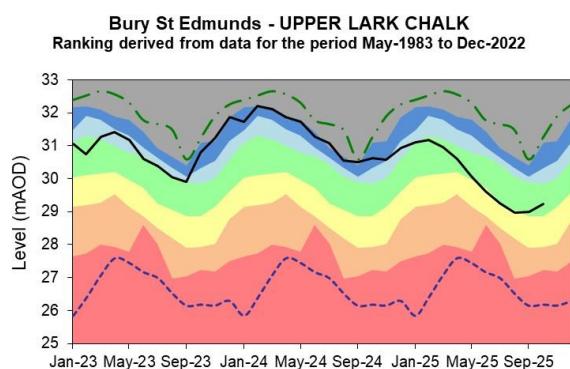
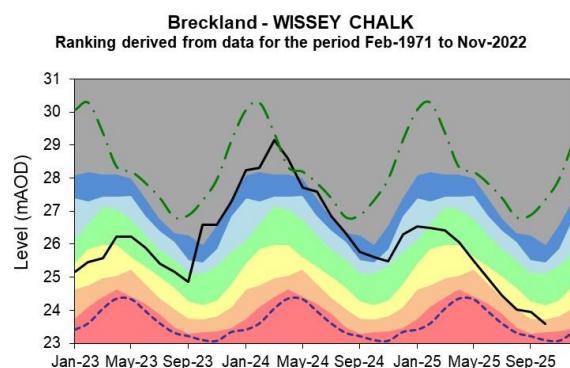
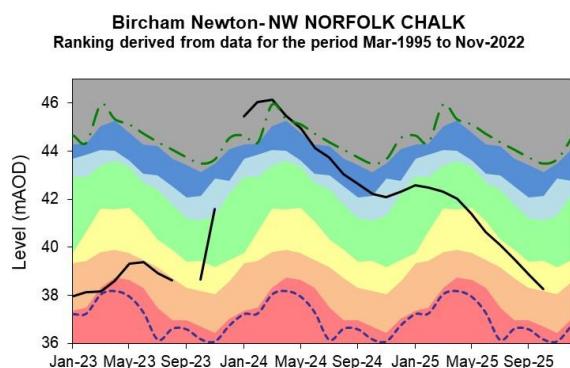
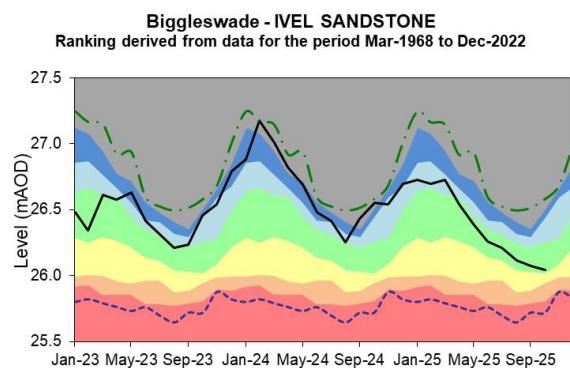
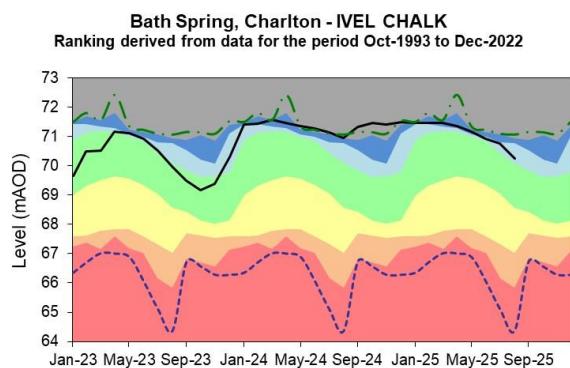
Figure 5.1: Groundwater levels for indicator sites at the end of October 2025, classed relative to an analysis of respective historic October levels. Table available in the appendices with detailed information.

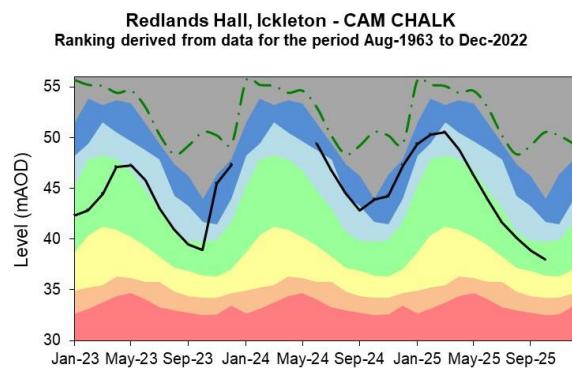
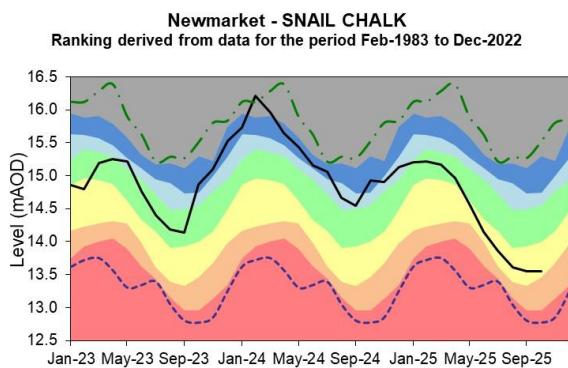
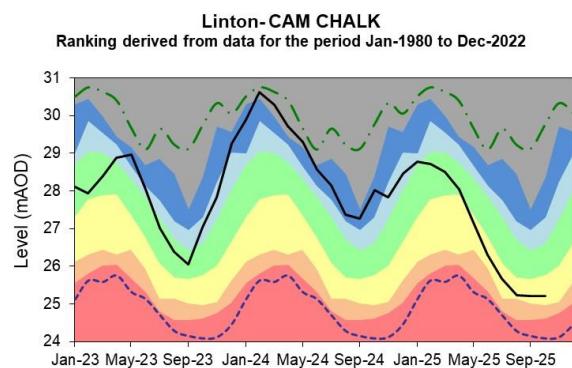
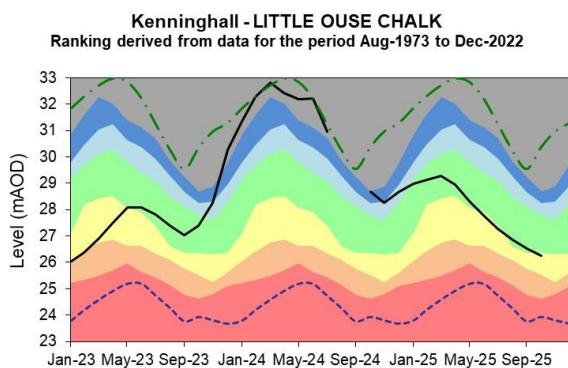
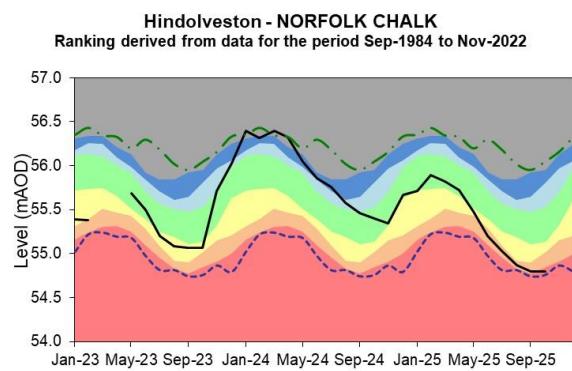
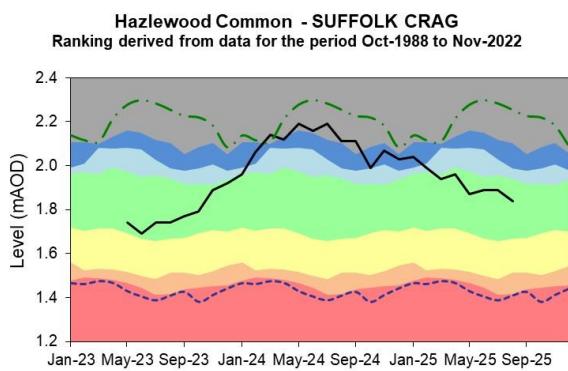
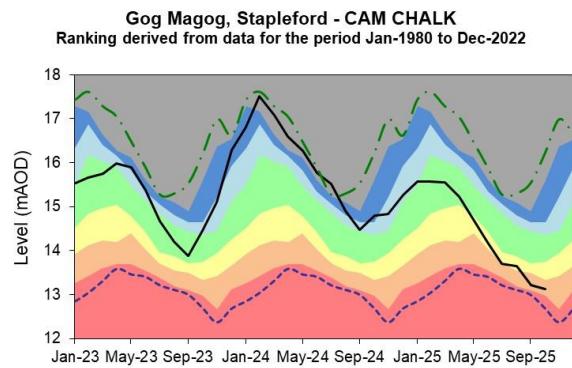
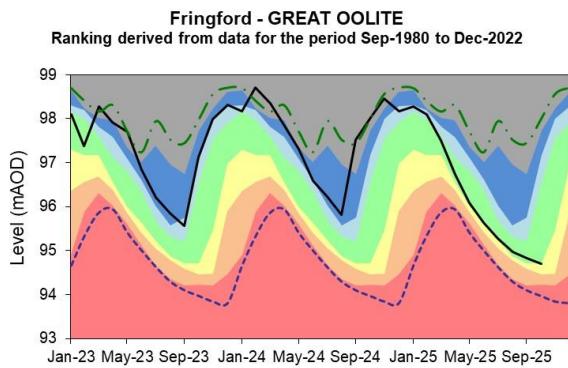


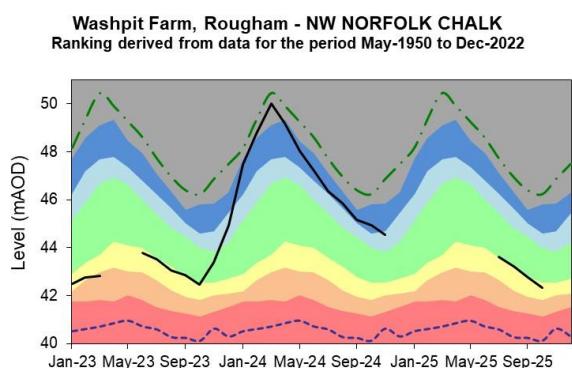
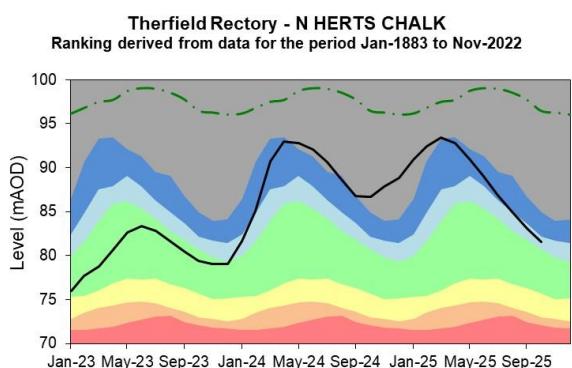
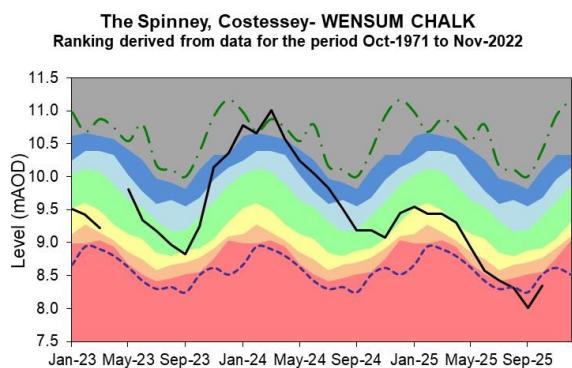
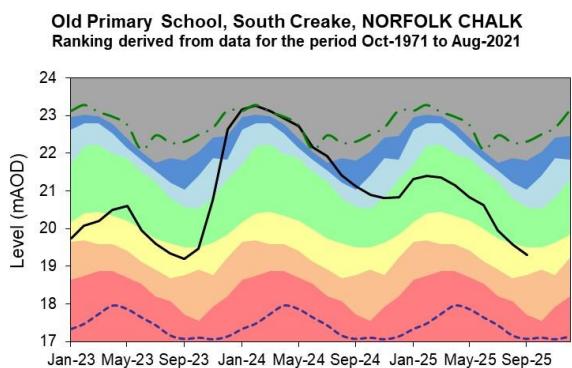
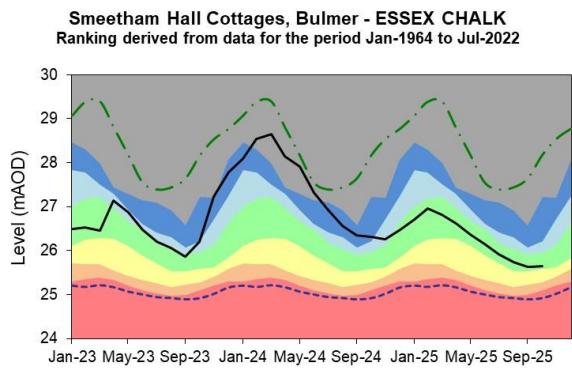
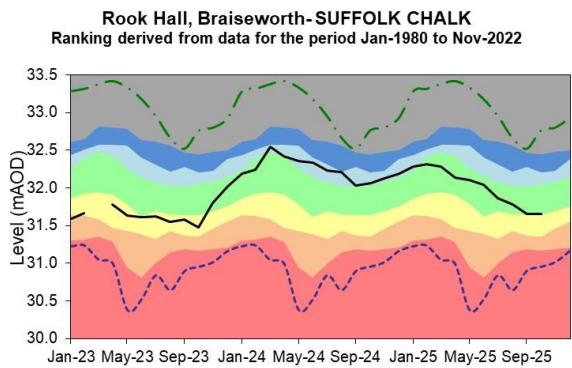
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

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.





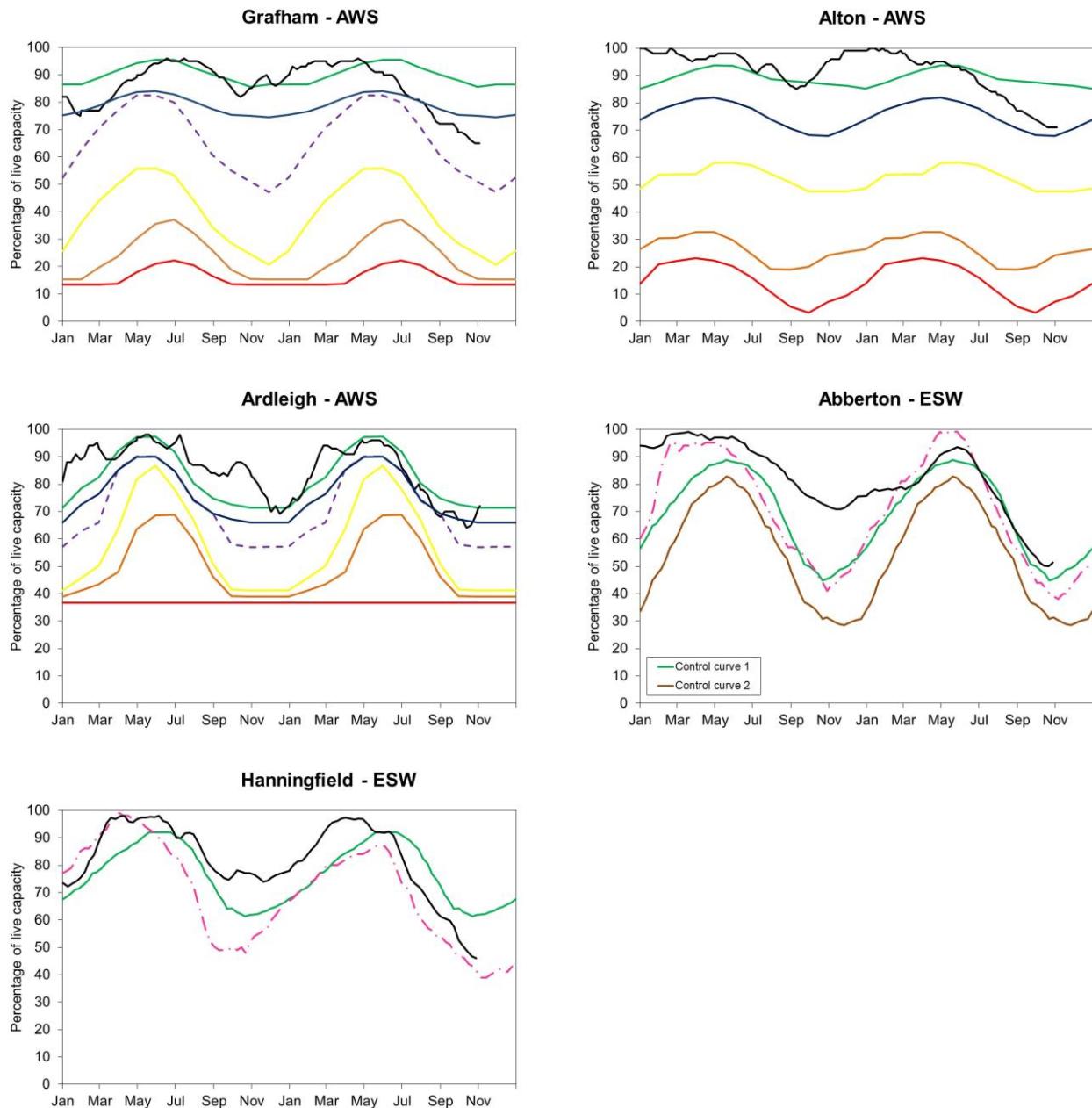


Source: Environment Agency, 2025.

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.

— 2024-2025 — Normal Operating Curve — Drought Curve - - - 1995-1996
 — Level 1 — Level 2 — Level 3 — Level 4

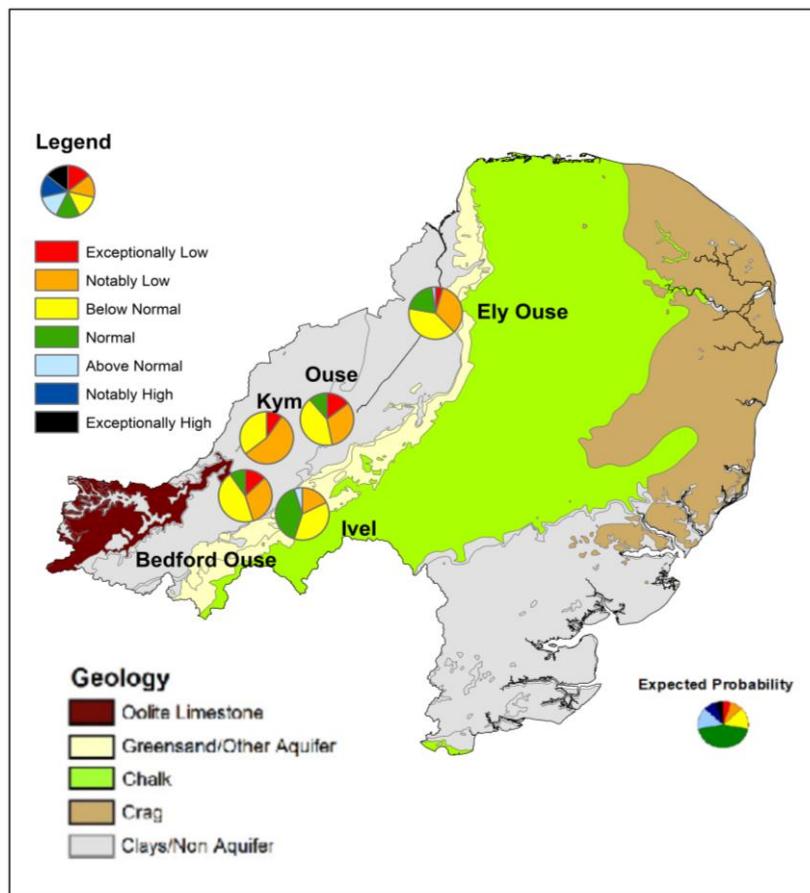


(Source: water companies. For more information on Anglian Water's reservoir level curves, please see Appendix 4 in their [Drought Plan](#)).

7 Forward look

7.1 Probabilistic ensemble projection of river flows at key sites in December 2025

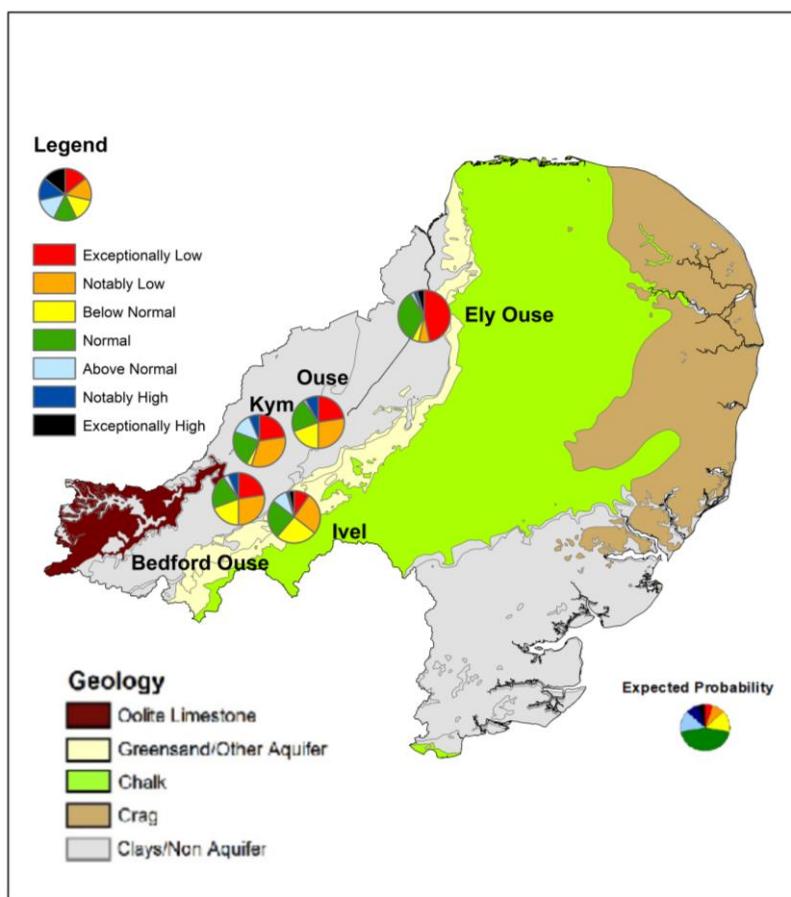
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2025.

7.2 Probabilistic ensemble projection of river flows at key sites in March 2026

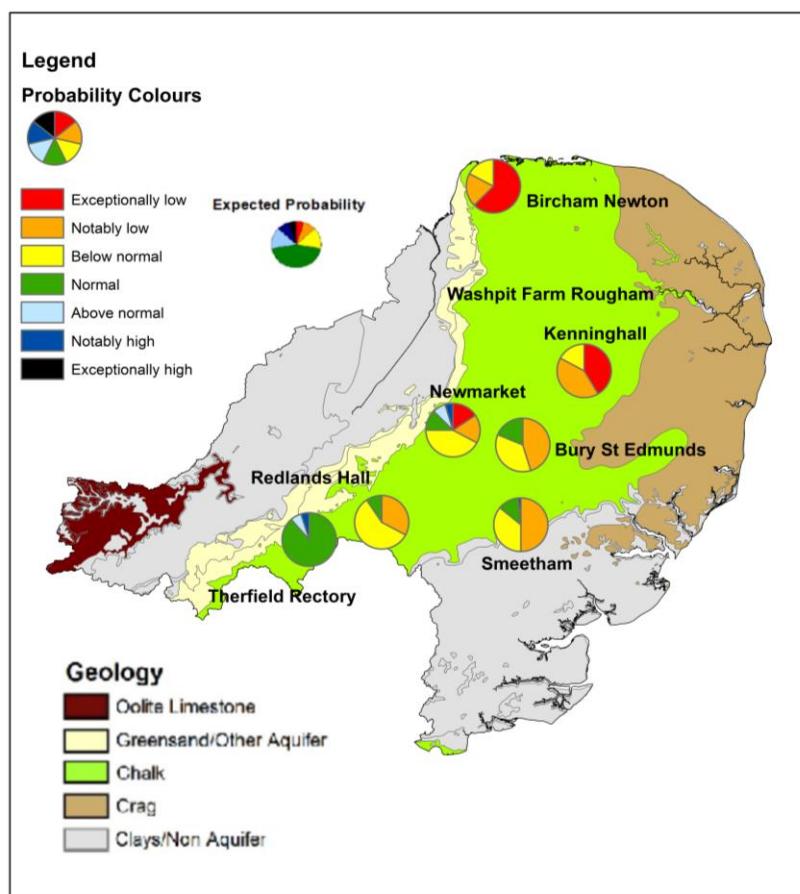
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2025

7.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

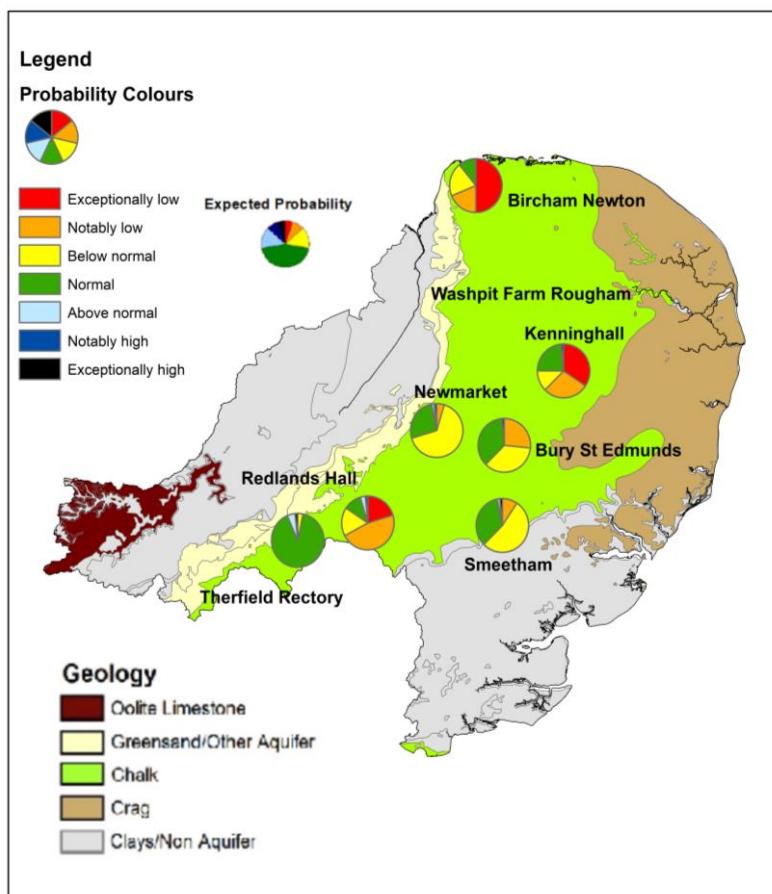
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
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7.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
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8 Glossary

8.1 Terminology

Aquifer

A geological formation able to store and transmit water.

Areal average rainfall

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

Artesian

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

Artesian borehole

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

Cumeecs

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 1991 to 2020. 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.

Normal Operating Curve

A reservoir normal operating curve is an optimum storage ‘target’ or ‘control’ to ensure security of water supply. It also aims to avoid overfilling of reservoirs resulting in costly over-pumping. It is not expected that a reservoir will always be at its target level. Various factors such as maintenance, raw water quality and supply network issues can affect the ability of a water company to maintain a reservoir at its target level.

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 2025 rainfall % of long term average 1991 to 2020	Oct 2025 band	Aug 2025 to October cumulative band	May 2025 to October cumulative band	Nov 2024 to October cumulative band
Broadland Rivers	93	Normal	Below normal	Below normal	Notably low
Cam	82	Normal	Below normal	Notably low	Notably low
Central Area Fenland	87	Normal	Below normal	Notably low	Exceptionally low
East Suffolk	113	Normal	Normal	Normal	Below normal
Little Ouse And Lark	96	Normal	Below normal	Below normal	Notably low
Lower Bedford Ouse	67	Normal	Notably low	Exceptionally low	Notably low
North Essex	107	Normal	Normal	Below normal	Notably low
North Norfolk	73	Normal	Notably low	Notably low	Exceptionally low
Nw Norfolk And Wissey	85	Normal	Below normal	Notably low	Notably low
South Essex	109	Normal	Normal	Notably low	Notably low

Upper Bedford Ouse	70	Normal	Below normal	Notably low	Notably low
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9.2 River flows table

Site name	River	Catchment	Oct 2025 band	Sep 2025 band
Abbey Heath	Little Ouse	Little Ouse	Exceptionally low	Exceptionally low
Blunham	Ivel	Ivel	Normal	Above normal
Bramford	Gipping	Gipping	Normal	Below normal
Burnham Overy	Burn	Burn	Below normal	Below normal
Burnt Mill	Rhee	Rhee	Below normal	Normal
Cappenhamb	Tove	Tove	Below normal	Below normal
Colney	Yare	Yare	Notably low	Notably low
Denver	Ely Ouse	Cutoff and Renew Channel	Exceptionally low	Notably low
Dernford	Cam	Cam	Below normal	Below normal
Heacham	Heacham	Heacham	Below normal	Below normal
Ingworth	Bure	Bure	Below normal	Below normal
Lexden	Colne	Colne Essex	Below normal	Below normal
Marham	Nar	Nar	Notably low	Below normal
Needham Weir Total	Waveney (lower)	Waveney	Notably low	Notably low

Northwold Total	Wissey	Wissey	Exceptionally low	Exceptionally low
Offord (gross Flows)	Great Ouse	Ouse Beds	Normal	Normal
Roxton	Great Ouse	Ivel	Below normal	Normal
Springfield	Chelmer	Chelmer Upper	Normal	Normal
Swanton Morley Total	Wensum	Wensum	Notably low	Below normal
Temple	Lark	Lark	Notably low	Notably low
Willen	Ouzel	Ouzel	No Data	No Data

9.3 Groundwater table

Site name	Aquifer	End of Oct 2025 band	End of Sep 2025 band
Bath Spring	Ivel Chalk	No Data	No Data
Biggleswade	Ivel Woburn Sands	Normal	Normal
Bircham Newton	North West Norfolk Chalk	Below normal	Below normal
Breckland	Wissey Chalk	Notably low	Below normal
Bury St Edmunds	Upper Lark Chalk	Normal	Normal
Castle Farm, Offton	East Suffolk Chalk	Below normal	Normal
Gog Magog, Stapleford	Cam Chalk	Notably low	Notably low
Hazlewood Common	East Suffolk Crag	No Data	No Data
Hindolveston	Norfolk Chalk	Exceptionally low	Notably low
Kenninghall	Little Ouse Chalk	Below normal	Normal
Linton	Cam Chalk	Below normal	Below normal
Newmarket	Snail Chalk	Below normal	Below 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	Normal	Normal
Smeetham Hall Cottages, Bulmer	North Essex Chalk	Normal	Normal
The Spinney, Costessey	Wensum Chalk	Exceptionally low	Exceptionally low
Washpit Farm, Rougham	North West Norfolk Chalk	Below normal	Normal
Therfield Rectory	Upper Lee Chalk	Above normal	Above normal
Fringford P.s.	Upper Bedford Ouse Oolitic Limestone (great)	Normal	Normal

9.4 Ensemble projections tables

9.4.1 Probabilistic ensemble projection of river flows at key sites in December 2025

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse	Ely Ouse
Exceptionally low	13	10	0	15	4
Notably low	32	55	18	32	33
Below normal	45	35	37	42	43
Normal	10	0	40	11	19
Above normal	0	0	5	0	2
Notably high	0	0	0	0	0
Exceptionally high	0	0	0	0	0

9.4.2 Probabilistic ensemble projection of river flows at key sites in March 2026

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse	Ely Ouse
Exceptionally low	23	23	10	23	44
Notably low	27	32	26	27	6
Below normal	19	3	26	19	6
Normal	21	23	24	21	33
Above normal	3	13	10	2	4
Notably high	6	6	2	8	4
Exceptionally high	0	0	3	0	4

9.4.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

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	15.6	62.5	35.9	0.0	0.0
Notably low	0.0	32.8	17.2	20.3	45.3	45.3	50.0
Below normal	0.0	57.8	42.2	17.2	18.8	35.9	35.9
Normal	88.5	9.4	12.5	0.0	0.0	18.8	12.5
Above normal	6.6	0.0	7.8	0.0	0.0	0.0	0.0
Notably high	4.9	0.0	4.7	0.0	0.0	0.0	1.6
Exceptionally high	0.0	0.0	0.0	0.0	0.0	0.0	0.0

9.4.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Bircham Newton	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	20.3	0.0	50.0	34.4	0.0	0.0
Notably low	0.0	46.9	4.7	18.8	28.1	26.6	9.4
Below normal	3.3	17.2	65.6	20.3	12.5	35.9	53.1
Normal	90.2	10.9	26.6	10.9	23.4	35.9	34.4
Above normal	4.9	3.1	1.6	0.0	0.0	0.0	1.6
Notably high	0.0	1.6	1.6	0.0	1.6	1.6	0.0
Exceptionally high	1.6	0.0	0.0	0.0	0.0	0.0	1.6

Damage and vandalism notes

01/01/2025	Orchard Surgery	Extensive damage to footpath from tree roots	MOP			Contacted Drs surgery for assistance as this is a private road - awaiting response.
06/02/2025	Wonderpass	SvdV reported a large area of paint had flaked off the wall.	Cllr			Practical Solutions Group looking at plan of action to set up 'Friends of the Wonderpass' to drive action.
01/03/2025	Palmers Way	Damage to bench	MOP			On wardens job list.
08/05/2025	Vicarge Close / rec	Gate and fencing fallen at entrance to rec	SCDC			SCDC reported to MVC on a couple of occasions and no action has been taken. Watch. Chased MVC for action after chase from Vicarge Close.
17/07/2025	The Moor - New Rec	Memorial bench - bolts removed and bench moved	Cllr			Owner contacted to request action.
08/09/2025	Grinnel Hill	Boundary movement on to Parish land	MOP			Fence movement onto Parish land at Grinnel Hill. Letter sent to resident to request reinstatement of land boundary.
15/09/2025	London Way	Flytipping	Litterpicker			Reported via SCDC fly tipping web page - XGDMMPDNH
15/09/2025	Bramley Ave	Fallen tree	MOP			Reported to SCDC Housing - cleared.
15/09/2025	Clear Cresent	Dead trees causing concern	MOP			Reported to SCDC Housing - will be reviewed at next walk around.
16/09/2025	Mortlock Street	Bench slat broken outside of schoiol	MOP			Wardens to assess and suggest fix. Could we precept funds for bench replacement across village over time as parts are hard to acquire?
16/09/2025	Moor Play Park	Vanalised play equipment damaged	MOP			Reported to College by MOP - Wardens fixed equiment.
24/09/2025	River Mel - new rec	Tent and belongings found in river	Wardens			Cleared and disposed of by Wardens
30/09/2025	River Mel - new rec	Green bin found in river.	Wardens			Cleared by Wardens - returned to Bowls club.
06/10/2025	Vicarage	Fallen Tree - from pathway causing damamge to garden and fence.	MOP			Reported to CCC via Highways tool.
06/10/2025	Armingford Crescent	Fallen tree	MOP			Reported to Herts & Cambs. Approved clear up under delegated authority.
08/10/2025	Moor Play Park	Graffiti on slide	Cllr			Removed by Warden.
03/11/2025	Moor Play Park	Broken service gate	MOP			Removed by Warden. To be fixed.

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
 Version: 5
 Date approved: 27 July 2022
 Review date: July 2023

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
Village Car Park	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
War Memorial	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
Littlehands and Access Way	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
New Rec. Ground	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
Clear Cres. Play Park	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
Orchard Road Cemetery	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
New Road Cemetery	20. 10. 25	27. 10. 25	3-11-25	8.	10-11-25 8.
Old Recreation Ground	20. 10. 25		3-11-25	8.	
Pavilion	20. 10. 25		3-11-25	8.	
Stockbridge M.	20. 10. 25		✓. 12.		
Worcester Way	20. 10. 25		3-11-25	8.	
BMX Site (Summer & only if open)	✓		✓		

MELBOURN PARISH COUNCIL

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Area	Monthly Checking Record			
	Week1	Week2	Week 3	Week4
Allotments	20. 10. 25			
All Saints' C/Yard	20. 10. 25		3-11-25 sf	
Jubilee Orchard	20. 10. 25		3-11-25 sf	
Fire Engine Shed				10-11-25 sf
Armingford Cres.				10-11-25 sf
Beechwood Avenue		27. 10. 25		
Chalkhill Barrow		27. 10. 25		
Elm Way		27. 10. 25		
Millennium Copse		27. 10. 25		

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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	20.10.25 27.10.25. 3-11-25 10-11-25			
Formal thermal control and hygiene regime – MPC to provide appropriate thermometer	Wardens		10-11-25		
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			10-11-25	
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				/

From: [REDACTED]
To: [Abi Williams](#)
Subject: RE: 5 Day Notice - Removal of Dead Birch Tree at The Vicarage, Melbourn
Date: 23 October 2025 08:39:02

Morning

Thaks for the emails.

Yeah, nearly 3 weeks down the tree remains in the garden, and I have a broken fence, broken garden furniture and smashed flowerbed. SCDC have thankfully taken the lead now in getting the tree removed but as you will have seen there are delays to that too.

I will contact ELS and help them understand the urgency to getting the tree removed. As this is in the Vicarage, there is no requirement to contact the Diocese.

Could I ask that this situation is brought to the attention of the parish council please at the next meeting. I have been met with 'not our responsibility' from all three councils, and I think that this is probably because no one 'owns' the foot or so of land between the footpath and the fence, which is just simply odd. SCDC resurfaced the path and the parish council cut back the vegetation each year, but who owns it.

Can the council perhaps in response to this incident.....

- Look to adopt this section of footpath and the borders of it.
- Identify who owns the trees on public land and maintain a register.

Thanks

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

Sent: 22 October 2025 15:31

To: [REDACTED]

Subject: RE: 5 Day Notice - Removal of Dead Birch Tree at The Vicarage, Melbourn

My apologies but this is the first time I have seen a 5 day notice for a tree – the tree is on private property and not the responsibility or under the ownership of the Parish Council.

I would imagine you need to contact Greater Cambridgeshire Planning tree officers and the owner of the land. Try planning.trees@scambs.gov.uk

I believe you have [REDACTED] email details and I have bcc'd him into this reply.

You can contact the relevant people at Planning through planning@greatercambridgeplanning.org

I believe as this tree is within a conservation area and part of the Church (?) you may need to contact the Diocese of Ely as stated here: [Tree preservation orders and trees in conservation areas](#)

I hope this has answered your query – if you need any further help please contact me and I will reach out for further information.

Kind regards

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

Parish Office opening hours: Mon, Tue, Wed, Fri – 10am – 4pm. Thursday CLOSED.

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You may request access to the information we hold on you: parishclerk@melbournparishcouncil.gov.uk

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

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

From: [REDACTED]

Sent: 22 October 2025 14:56

To: Abi Williams <parishclerk@melbournparishcouncil.gov.uk>

Subject: 5 Day Notice - Removal of Dead Birch Tree at The Vicarage, Melbourn

Dear Abi,

Would you please be able to help or guide me in the right direction for who to contact regarding a 5 day notice to carry out tree work to a dead tree please? Our 5 day notice below:

Please accept this email as a 5 Day Notice for a dead Birch tree we located at:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SG8 6DY

The proposed works are as follows:

- Fell and clear

Photo attached for reference.

Please do not hesitate to contact me should you require any further information.

Thank you in advance.

Best wishes,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



Herts & Cambs Ground Maintenance Ltd

Landscape Maintenance Solutions

9th November 2025

Dear Abbie

Quote to dig out & create bases for cremated remains as per the others in New Rd Cemetery.

We would dig out, supply mot type 1 as the subbase, lay slabs on a bed of concrete & then refill with soil around the edges, leaving them tidy.

You are providing the bases as per usual.

This is based on 4 slabs per base

I'm more than happy for them to be delivered to my yard, we can off load with forklift if required.

Total £280.00 x Vat per base of 4 slabs

We really hope this is of use to you & look forward to your response

Kind Regards

Justin Willmott (Director)

Summerhouse Farm, New Road, Melbourn Royston Herts SG8 6DL

Tel: 01763 261 999 Email: Justin@hcgmltd.co.uk

VAT Reg: 987421972 Company number: 6936328

www.hcgmltd.co.uk

Hopkins Homes – Maintenance Contract

September 2025



1.

Full map see Appendix A



- Wildflower area – treat as SGB.
- Confirmation of areas to be tended – to shrub line aside and in front of properties.

2.

Full map see Appendix A



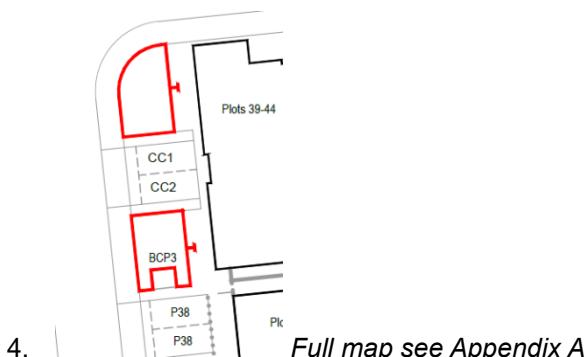
- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).

Hopkins Homes – Maintenance Contract

September 2025



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Note raised ironworks.

Hopkins Homes – Maintenance Contract

September 2025



Full map see Appendix A

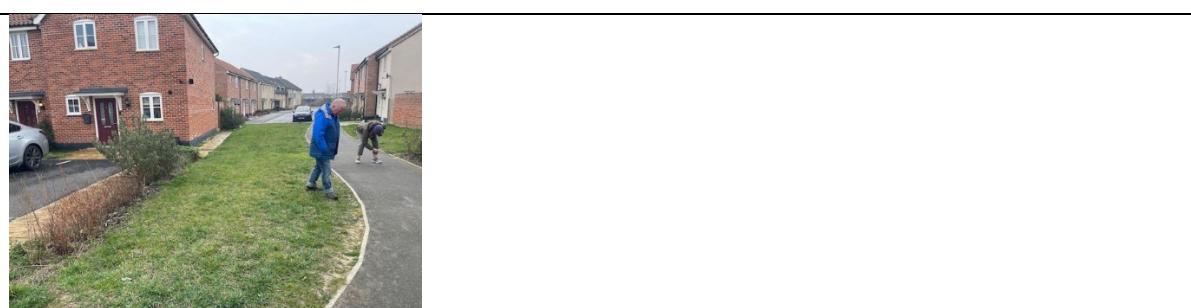


- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Note raised ironwork.

Note: contains area under highways control – shown above in orange not to be included in quote.



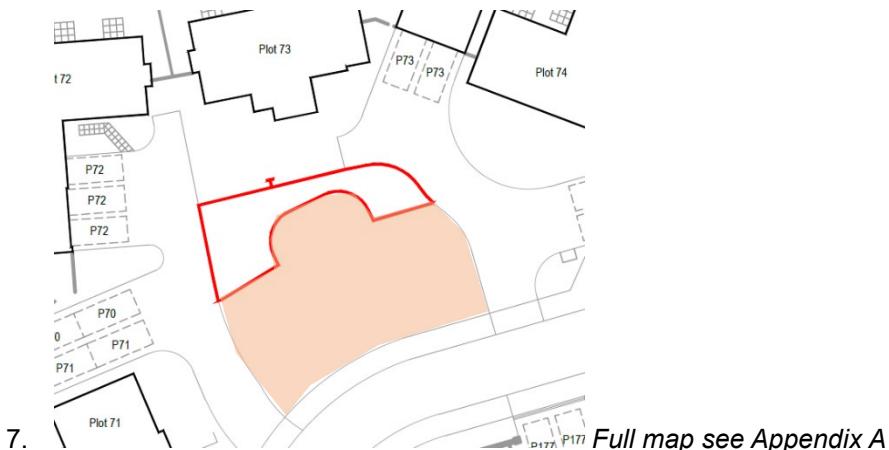
Full map see Appendix A



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Hedge maintained by homeowner.
- Confirmed strip opposite maintained by homeowner.

Hopkins Homes – Maintenance Contract

September 2025



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).

Note: contains area under highways control – shown above in orange.

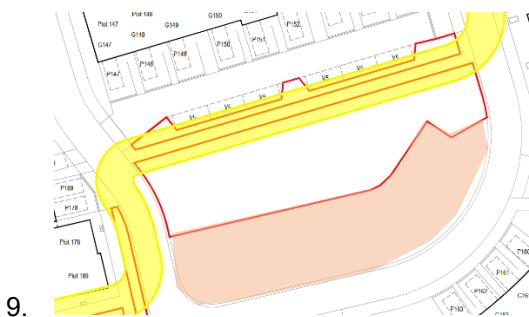


- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).

Note: contains area under highways control – shown above in orange.

Hopkins Homes – Maintenance Contract

September 2025



9.

Full map see Appendix A

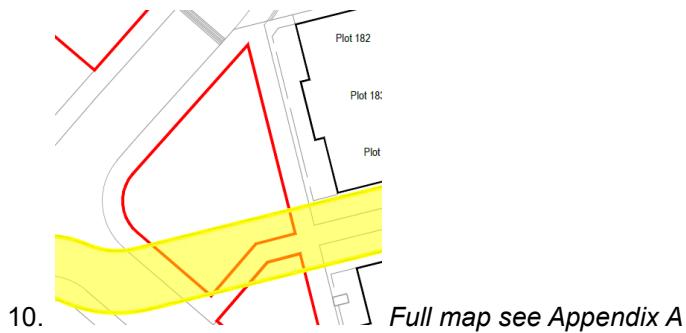


- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Note raised ironworks.

Note: contains area under highways control – shown above in orange.

Hopkins Homes – Maintenance Contract

September 2025



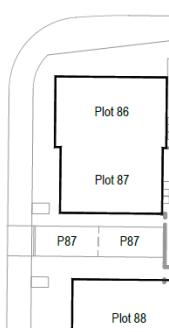
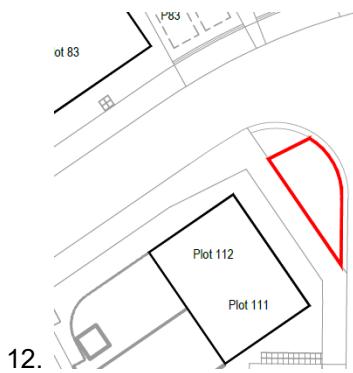
- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).

Hopkins Homes – Maintenance Contract

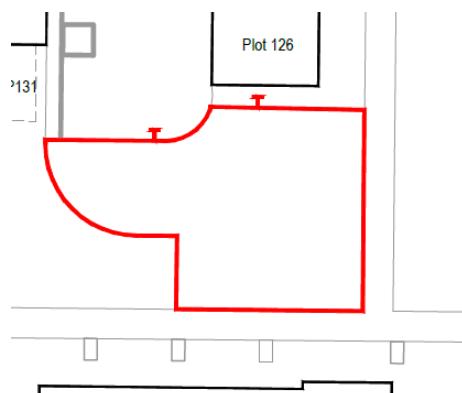
September 2025



Full map see Appendix A



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).



13.

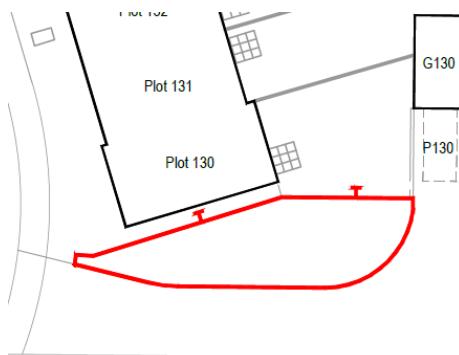
Full map see Appendix A



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Confirmed shrubs along fence line as homeowners.

Hopkins Homes – Maintenance Contract

September 2025



14.



Full map see Appendix A



15.

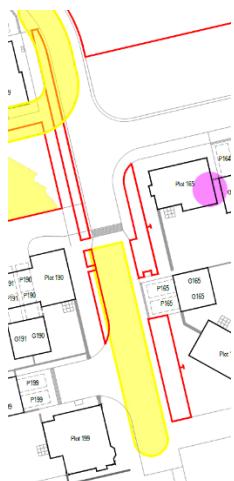


Full map see Appendix A



Hopkins Homes – Maintenance Contract

September 2025



16.

Full map see Appendix A



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).
- Confirmed hedge to belong to homeowners.

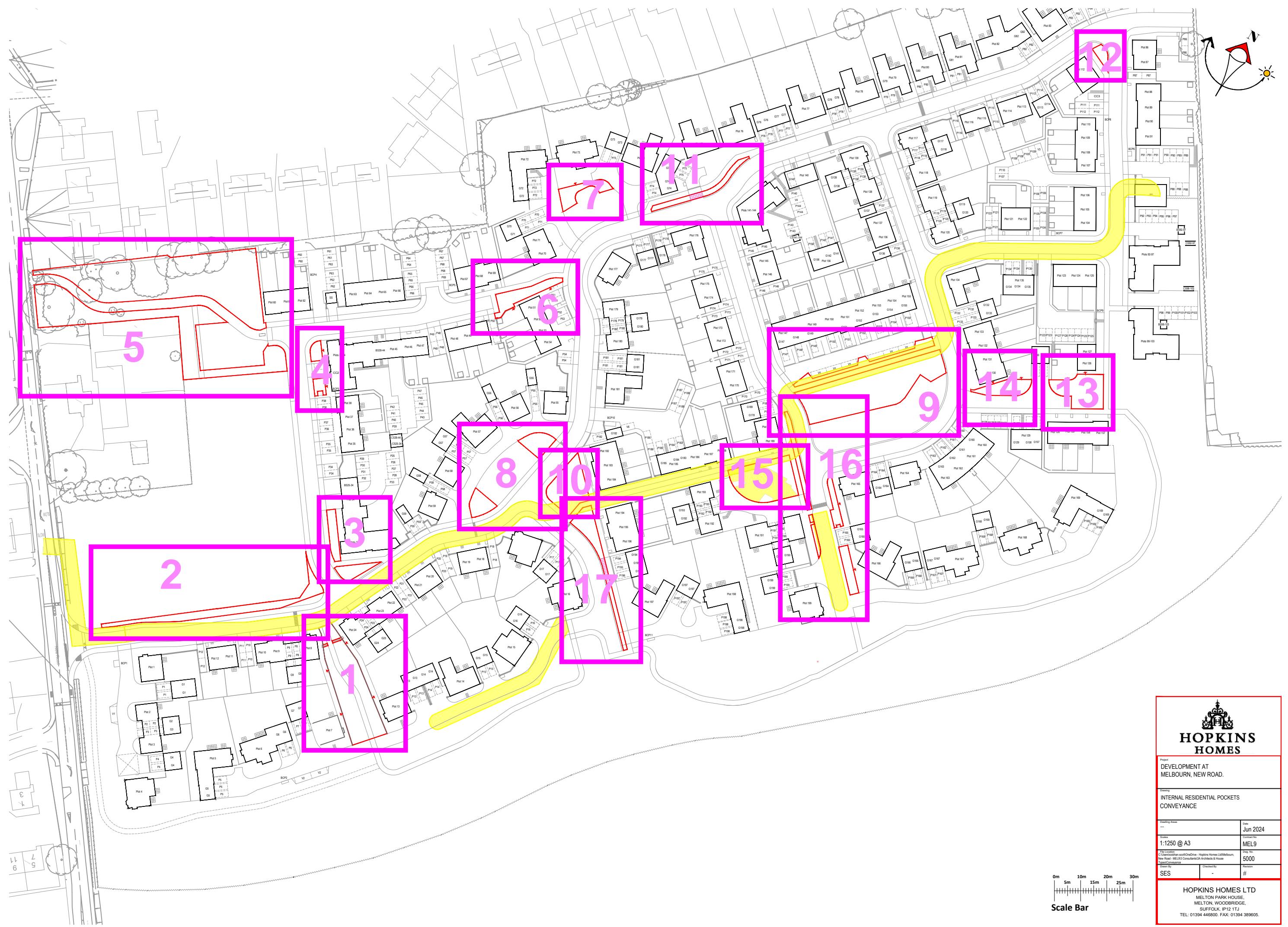


17.

Full map see Appendix A



- EH1 grass seed confirmed – cut as required (leave end June to end July for flowering).



HOPKINS HOMES
 Project: DEVELOPMENT AT MELBOURN, NEW ROAD.
 Drawing: INTERNAL RESIDENTIAL POCKETS CONVEYANCE
 Drawing Area: --- Date: Jun 2024
 Scale: 1:1250 @ A3 Contact No: MEL9
 File Location: C:\Users\HOPKINS\OneDrive - Hopkins Homes Little Melbourn, New Road - MEL93 Consultants\3A Architects & House Types\Conveyance
 Drawing No: 5000
 Checked By: #
 SES
 HOPKINS HOMES LTD
 MELTON PARK HOUSE,
 MELTON, WOODBRIDGE,
 SUFFOLK. IP12 1JU
 TEL: 01394 446800. FAX: 01394 389605.

0m 5m 10m 15m 20m 25m 30m
 Scale Bar



Herts & Cambs Ground Maintenance Ltd

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

Telephone **Email**
07968 365833 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-4103	Invoice Date	24/10/2025	Due Date	23/11/2025
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Description	Net	% VAT	VAT	Total
Deliver & supply 3 ton of topsoil for Rec & Old Rec	290.00	20.00	58.00	348.00

VAT Rate	Net	VAT	Total Net	290.00
Standard 20.00% (20.00%)	£290.00	£58.00	Total VAT	58.00
			Total	£348.00

Notes

Bank Account Details: -

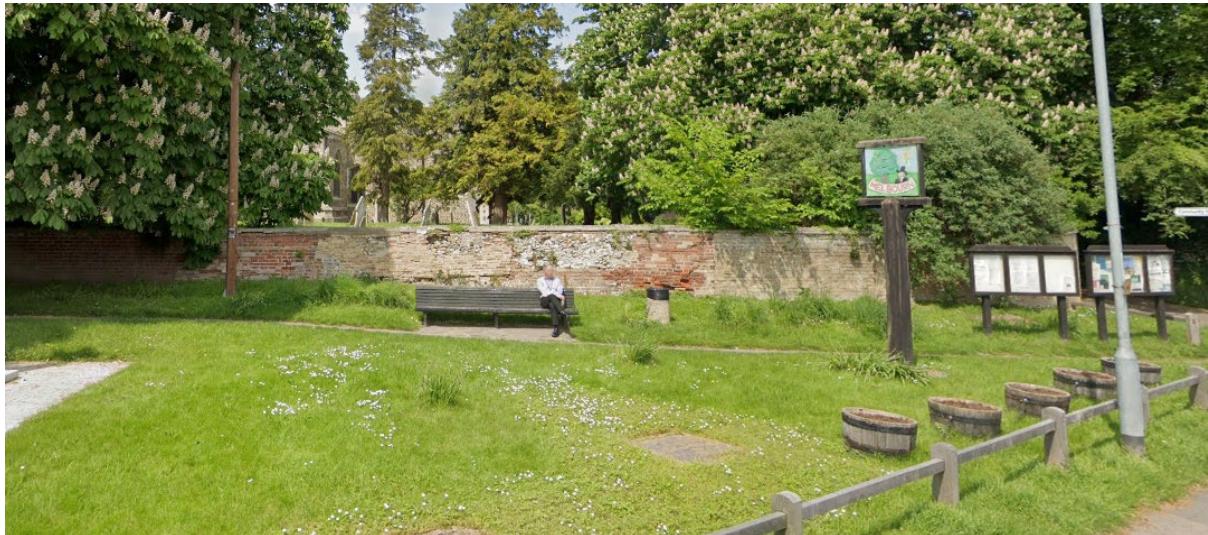
Sort Code: 30-97-16
Account Number: 24993668

Terms and Conditions

Payment Terms: Net 30 Days



Issue Ongoing concern about the state of the All Saints wall facing the High Street.



Correspondence from All Saints – 1 August 2025

The southern section of the churchyard wall at Melbourn is currently in a state of disrepair.

Following the closure of the churchyard in 1901, responsibility for maintaining the churchyard, including its trees and boundary walls, was assumed by the Parish Council. The Parochial Church Council (PCC) has invited the Diocesan Advisory Committee (DAC) to visit the site and provide guidance on appropriate repair methods.

The section of wall under consideration measures approximately 11 metres in length and is situated between an early twentieth-century construction to the west and an area of yellow brickwork at the eastern end. It is our view that both adjoining sections are in satisfactory condition and do not require intervention. The portion identified for repair appears to have been constructed and patched at different times, utilising a variety of materials, including numerous types and colours of brick. Additionally, there are small flint patches present; however, these seem to be 'modern' repairs executed with cementitious mortar of substandard quality.

Following discussions with the Diocesan Advisory Committee, The PCC propose that the damaged section be reconstructed using yellow brick to match the east end. To enhance the transition to the modern bricks at the west end, the addition of a buttress as a visual marker is recommended. Most of the existing coping stones can be retained and reused.

As Chair of the PCC, I am writing to formally request that the Parish Council commission a structural engineer to assess the condition of the wall and prepare a comprehensive scheme for its repair.

The churchyard remains the property of the church; therefore, any repairs or alterations require Faculty approval. Applications for such consent should be submitted through me as the Incumbent of the Parish of Melbourn.

Office responded raising concerns over previous talks with the Conservation Officer and asking if any funding would be available through Parochial Church Council (PCC) or Diocesan Advisory Committee (DAC).

Yes, we do have some access to grants that could be considered to apply for the wall to be fixed, but we would need the Parish Council's permission to start approaching those options. If you're happy for me to look at this – like we did when we had the damage to the wall at the rear of the church back in March this year – then please let me know as I can get some quotes done for the repair.

We could engage a structural engineer to report on the wall, but we would need to seek the cost of that back through the PC.

We hope that we can work together to get this sorted as quickly as possible. Sadly I am in the same situation at Meldreth!

Actions so far

- Office contacted the Shared Prosperity Fund to enquire if this project would be eligible to apply for the 'Improving The High Street Grant' from South Cambridgeshire District Council – confirmation received that the project would be eligible [Improving the High Street grant \(open\) - South Cambs District Council](#)
- Previous advice from the Conservation Officer:

The wall is considered curtilage listed to the church which is grade II listed. Rebuilding sections of the wall would therefore require planning permission, as it would be more work than could be considered a repair. Listed building approval would be dealt with by the DAC.*

The section of wall in question shows evidence of centuries of repair with different brick types and flint. The variety of materials generally add to the character of the area, although some repairs are unsympathetic both visually and technically. There is clear evidence of failure, particularly where flint has blown and the wall is bowing. There is no evidence of imminent structural failure however.

My preference would be to salvage as many existing bricks as possible, and include them in a section when the wall is rebuilt. My suggestion for the main brick type is the Cambridgeshire stocks seen to the right hand side, which are more in keeping with the village than the modern red bricks off to the left. Reclaimed bricks might be an option. Lime mortar with a flush joint should be used. Reinstating the stone copings to supplement the existing ones will be necessary.

The application will need drawings of the wall, including any new structure behind the brickwork – e.g. concrete foundations. The general approach to rebuilding should be set out in a method statement, including sketches or annotated photos if possible. The more information included, the less chance of conditions being added to the permission. We might, for example, request a sample panel is built first.

- Concern over graves behind the wall – would need further investigation as to who would be responsible for costs associated with any exhumation and reburial.
- Multiple quotes will be required – PCC or the Parish Council can lead on this. It looks as if all costs will be the responsibility of the Parish Council (either found via funding, asset management reserves or possibly insurance)
- Asked for confirmation of responsibility of Parish Council in the maintenance of the closed churchyard – Office have not yet found evidence of handover – have requested evidence from All Saints.

Consideration

- Council to consider next actions.
- Define lead for gathering quotes
- Consider funding options.

Update October 2025

Email from All Saints: 6 October 2025

Further to the recent correspondence from the Parish Council, we have been able to identify that the churchyard is closed and that the cost of maintaining the churchyard is passed to the local authority.

Attached are 2 PDF's which show two pages from The London Gazette.

You will see Melbourn's closure mentioned on page 1, but the closure itself is dealt with in more detail on the second page. The London Gazette reports that the closure was approved on the 4th of November 1901, to take effect on the 31st of May 1902. The Burial Act 1855 section 18 states (in relation to closed burial grounds):

s18 Burial board to keep in order closed burial grounds, &c.

In every case in which any Order in Council has been or shall hereafter be issued for the discontinuance of burials in any churchyard or burial ground, the burial board or churchwardens, as the case may be, shall maintain such churchyard or burial ground of any parish in decent order, and also do the necessary repair of the walls and other fences thereof; and the costs and expenses shall be repaid by the overseers.....

As you will see from the Lond Gazette the order was passed in Council at St James' Palace.

With the enactment of the Local Government Act 1972, the Burials Board ceased to exist as a separate administrative body. Under the provisions of Schedule 26 to the Act, its functions and responsibilities were transferred to the relevant Parish Council, which henceforth assumed oversight of burial grounds and related duties. This legislative change formed part of a broader reorganisation of local government in England and Wales, streamlining various functions under elected parish authorities to enhance local accountability and governance. From 1 April 1974, the Parish Council became the statutory authority for burial matters previously managed by the Burials Board, in accordance with the transitional arrangements set out in the Act.

I trust that this helps to confirm both our positions in relation to the upkeep of the churchyard and its boundary walls and fences.

September, one thousand nine hundred and one, to give notice of such representation, and to order that the same should be taken into consideration by a Committee of His Majesty's Most Honourable Privy Council on the thirty-first day of October, one thousand nine hundred and one, and copies thereof have been affixed as required by the said first recited Act :

Now, therefore, His Majesty, by and with the advice of His Privy Council, is pleased to order, and it is hereby ordered that the following directions be substituted for the directions contained in the said Order in Council of the third May, one thousand eight hundred and eighty-eight, so far as it relates to the new part (added in the year one thousand eight hundred and seventy-one) of the new or additional parish churchyard in Ruthin-road, Wrexham, viz. :—

WREXHAM.—That burials be discontinued forthwith and entirely in the new part (added in the year one thousand eight hundred and seventy-one) of the new or additional parish churchyard in Ruthin-road, Wrexham, in the county of Denbigh, except as follows :—

In such vaults and wholly walled graves as are now existing burials may be allowed on condition that every coffin buried therein be separately enclosed by stonework or brick-work properly cemented.

A. W. FitzRoy.

AT the Court at Saint James's, the 4th day of November, 1901.

PRESENT,

The KING's Most Excellent Majesty in Council.

WHEREAS by "The Burial Act, 1853," it was enacted that, in case it appeared to His Majesty in Council, upon the representation of one of His Majesty's Principal Secretaries of State, that, for the protection of the public health, the opening of any new burial-ground in any city or town, or within any other limits, save with the previous approval of one of such Secretaries of State, should be prohibited, or that burials in any city or town, or within any other limits, or in any burial-grounds or places of burial, should be wholly discontinued, or should be discontinued subject to any exception or qualification, it should be lawful for His Majesty, by and with the advice of His Privy Council, to order that no new burial-ground should be opened in any city or town, or within such limits, without such previous approval, or (as the case might require) that, after a time mentioned in the Order, burials in such city or town, or within such limits, or in such burial-grounds or places of burial, should be discontinued wholly, or subject to any exceptions or qualifications mentioned in such Order, and so from time to time as circumstances might require ; provided always, that notice of such representation, and of the time when it should please His Majesty to order that the same be taken into consideration by the Privy Council, should be published in the London Gazette, and should be affixed on the doors of the churches or chapels of, or on some other conspicuous places within, the parishes affected by such representation, one month before such representation was so considered : provided also, that no such representation should be made in relation to the burial-ground of any parish until ten days' previous notice of the intention to make such representation should have been given to the Incumbent and Vestry Clerk or Churchwardens of such parish :

And whereas by "The Burial Act, 1900," it

was enacted that the powers and duties of the Secretary of State under the Burial Acts should be transferred to the Local Government Board :

And whereas the Local Government Board, after giving to the Incumbents and the Churchwardens of the parishes hereinafter mentioned ten days' previous notice of their intention to make such representations, made representations, stating that, for the protection of the public health, no new burial-grounds should be opened in the township of Blackfordby, in the civil township of Washington, in the township of Gedney, and in the civil parishes of Shinfield, Melbourn, Yardley and Kniton, without the previous approval of the Local Government Board, and that burials should be discontinued therein as herein-after directed :

And whereas His Majesty was pleased, by His Order in Council of the twenty-sixth day of September last, to give notice of such representations, and to order that the same should be taken into consideration by a Committee of the Lords of His Majesty's Most Honourable Privy Council on the thirty-first day of October, one thousand nine hundred and one, and such Order has been published in the London Gazette, and copies thereof have been affixed, as required by the said Act :

Now, therefore, His Majesty by and with the advice of His Privy Council, is pleased to order, and it is hereby ordered, that no new burial-grounds shall be opened in the said township and civil parishes without the previous approval of the Local Government Board, and that burials in the said parishes shall be discontinued as follows, viz. :—

BLACKFORDBY.—Forthwith and entirely in the Parish Church of Saint Margaret, Blackfordby, in the county of Leicester ; and in the churchyard, except as follows :—

(a.) In such vaults as are now existing in the churchyard burials may be allowed subject to the condition that every coffin buried in any such vault be separately enclosed by stonework or brickwork properly cemented.

(b.) In such earthen or partly walled graves as are now existing in the churchyard burials may be allowed, at or below the depth of five feet from the surface of the ground, of the bodies of any members of the family of any of the persons heretofore buried in such graves.

(c.) In the churchyard, in any grave space in which no interment has heretofore taken place, the burial may be allowed, at or below the depth of five feet from the surface of the ground, of the body of any member of the family to which such grave space may be allotted.

WASHINGTON.—Forthwith and entirely in the Parish Church of Holy Trinity, Washington, in the county of Durham ; and in the churchyard, except as follows :—

(a.) In such vaults and walled graves as are now existing in the churchyard burials may be allowed subject to the condition that every coffin buried in any such vault or grave be separately enclosed by stonework or brickwork properly cemented.

(b.) In such earthen or partly walled graves as are now existing in the churchyard burials may be allowed, at or below the depth of five feet from the surface of the ground, of the bodies of any members of the family of any of the persons heretofore buried in such graves.

GEDNEY.—Forthwith and entirely in the Parish Church of Saint Mary Magdalene, Gedney, in the Parts of Holland, Lincolnshire; and in the churchyard after the expiration of twelve months from the date of this Order, except as follows:—

(a.) In such vaults and walled graves as are now existing in the churchyard burials may be allowed subject to the condition that every coffin buried in any such vault or grave be separately enclosed by stonework or brick-work properly cemented.

(b.) In such earthen graves as are now existing in the churchyard burials may be allowed, at or below the depth of five feet from the surface of the ground, of the bodies of members of the family of any of the persons heretofore buried in such graves.

SHINFIELD.—Forthwith and entirely in the Parish Church of Saint Mary, Shinfield, in the county of Berks; and in the churchyard, after the thirty-first day of March, one thousand nine hundred and two, except as follows:—

In such vaults as are now existing in the churchyard burials may be allowed subject to the condition that every coffin buried in any such vault be separately enclosed by stonework or brickwork properly cemented.

MELBOURN.—Forthwith and entirely in the Parish Church of All Saints, Melbourn, in the county of Cambridge; and in the churchyard, after the thirty-first day of May, one thousand nine hundred and two, except as follows:—

In such vaults or walled graves as are now existing in the churchyard burials may be allowed subject to the condition that every coffin buried in any such vault or grave be separately enclosed by stonework or brick-work properly cemented.

YARDLEY.—Forthwith and entirely in "Job Marston" Chapel, Hall Green, in the parish of Yardley, in the county of Worcester; and in the chappelyard, except as follows:—

(a.) In such vaults and walled graves as are now existing in the chappelyard burials may be allowed subject to the condition that every coffin buried in any such vault or grave be separately enclosed by stonework or brick-work properly cemented.

(b.) In such earthen graves as are now existing in the chappelyard burials may be allowed, at or below the depth of five feet from the surface of the ground, of the bodies of members of the family of any of the persons heretofore buried in such graves.

KNIPTON.—Forthwith and entirely in the Baptist Chapel at Knipton, in the county of Leicester, and in the burial ground attached thereto.

A. W. Fitz Roy.

At the Court at *Saint James's*, the 4th day of November, 1901.

PRESENT,

The KING's Most Excellent Majesty in Council.

WHEREAS by "The Burial Act, 1853," it was enacted that, in case it appeared to His Majesty in Council, upon the representation of one of His Majesty's Principal Secretaries of State, that, for the protection of the public health, the opening of any new burial ground in any city or town, or within any other limits, save with the previous approval of one of such Secretaries of State, should be prohibited, or that burials in any

city or town, or within any other limits, or in any burial grounds or places of burial, should be wholly discontinued, or should be discontinued subject to any exception or qualification, it should be lawful for His Majesty, by and with the advice of His Privy Council, to order that no new burial ground should be opened in any city or town, or within such limits, without such previous approval, or (as the case might require) that, after a time mentioned in the Order, burials in such city or town, or within such limits, or in such burial grounds or places of burial, should be discontinued wholly, or subject to any exceptions or qualifications mentioned in such Order, and so from time to time as circumstances might require; provided always, that notice of such representation, and of the time when it should please His Majesty to order that the same be taken into consideration by the Privy Council, should be published in the London Gazette, and should be affixed on the doors of the churches or chapels of, or on some other conspicuous places within, the parishes affected by such representation, one month before such representation was so considered; provided also that no such representation should be made in relation to the burial ground of any parish until ten days' previous notice of the intention to make such representation should have been given to the incumbent and vestry clerk or churchwardens of such parish:

And whereas by "The Burial Act, 1855," it was, amongst other things, enacted that it should be lawful for His Majesty, by and with the advice of His Privy Council, from time to time to postpone the time appointed by any Order in Council for the discontinuance of burials, or otherwise to vary any Order in Council made under any of the Acts recited in the said Act, or under the said Act (whether the time thereby appointed for the discontinuance of burials thereunder, or other operation of such Order, should or should not have arrived), as to His Majesty, with such advice as aforesaid, might seem fit:

And whereas by "The Burial Act, 1900," it was enacted that the powers and duties of the Secretary of State should be transferred to the Local Government Board.

And whereas the Local Government Board, after giving to the incumbent and the churchwardens of the parish hereinbefore mentioned ten days' previous notice of their intention to make such representation, made a representation stating that they were of opinion that the Order in Council of twenty-first August, one thousand eight hundred and fifty-six, so far as it relates to the church and churchyard of Penkhull, in the parish of Stoke-upon-Trent, should be varied, by substituting certain directions for those contained in the said Order:

And whereas His Majesty was pleased by His Order in Council of the twenty-sixth day of September, one thousand nine hundred and one, to give notice of such representation, and to order that the same should be taken into consideration by a Committee of the Lords of His Majesty's Most Honourable Privy Council, on the thirty-first day of October, one thousand nine hundred and one, and copies thereof have been affixed as required by the said first recited Act:

Now, therefore, His Majesty, by and with the advice of His Privy Council, is pleased to order and it is hereby ordered that the following directions be substituted for those contained in the said Order in Council of the twenty-first August, one thousand eight hundred and fifty-six, with respect to burials in the said church and churchyard, viz.:—

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

Date Sent: 30/10/2025

Quote Information

Client Ref: 143
Quote No: 7741
Surveyor: James Cantle
Site Ref: 10122
Order No:

Quote

Site Address Old Rec (scouts hut), The Moor, Melbourn, SG8 6EF

Item No	Item	Description Of Work	Value
G.1	London plane x4	Remove major deadwood throughout the entire crown area (deadwood greater than 25mm in diameter). This will improve safety and the overall appearance of the tree.	£1,600.00
		Notes: All works to be carried out in accordance with BS3998:2010 (Tree Work – Recommendations). All arisings to be removed from site and the area left clean and tidy upon completion.	
T.1	Ash x2	Remove major deadwood throughout the entire crown area (deadwood greater than 25mm in diameter). This will improve safety and the overall appearance of the tree.	£300.00
		Notes: All works to be carried out in accordance with BS3998:2010 (Tree Work – Recommendations). All arisings to be removed from site and the area left clean and tidy upon completion.	

Total Value: £1,900.00
VAT (20%): £380.00
Total Inc VAT: £2,280.00

Shire Trees Limited

Company Registration: 10546603

Vat Number: 259613774

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

EXTERNAL - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 19 November

Details of work required	Reported by	Notes	Actions	WHO?
Various Highways reports	Residents	Many reports of action required on Highways reporting tool	Watch responses - follow up if not actioned in suitable timeframe.	CCC
Memorial bench on New Rec	Clr	Ground anchors removed, bench needs re-fixing.	Wardens to review works. Resident contacted and requested what action should be taken.	MOP

Details of work	Reported by	Notes	Actions	WHO?
Bug hotel	Wardens	Warden would like to build a 'bug hotel' as an addition to the cemeteries and Little Hands car park	Supplies gathered	Wardens
Bin replacement	Office	Rota of bin replacements across village to be confirmed.	Ongoing	Office / Wardens
Benches	Wardens	Wardens have highlighted benches that need cleaning / treating.	Wardens to complete as and when suitable.	Wardens
Bus stop	Wardens	Wardens highlighted need to clean and repaint High St bus stop	Wardens to complete as and when suitable.	Wardens
Wild flowers at Moor car park	Clr	Wild flowers were supposed to be sown as part of the car park works at The Moor. A season has passed and there is no evidence of the flowers.	Agreed to purchase seed and sow in Autumn 2025 (requested 15/10/25)	Office

Letters to residents about encroaching on pathway / roadway

	Number of letters	
33 High Street	1	
78 High Street	1	
69 Beechwood Ave	4	<i>Offered assistance, requested permission to carry out works, With Environment SCDC</i>
123 High Street	3	<i>Offered assistance - contacted ccc</i>
7 Norgetts Lane	1	
9 Norgetts Lane	1	
90 High Street	2	
43 High Street	2	<i>Already actioned.</i>
14 Victoria Way	1	
17 High Street	1	
40 Water Lane	2	

Details of work	Reported by	Notes	Actions	WHO?
Bug hotel	Wardens	Warden would like to build a 'bug hotel' as an addition to the cemeteries and Little Hands car park	Supplies gathered	Wardens
Bin replacement	Office	Rota of bin replacements across village to be confirmed.	Ongoing	Office / Wardens
Benches	Wardens	Wardens have highlighted benches that need cleaning / treating.	Wardens to complete as and when suitable.	Wardens
Bus stop	Wardens	Wardens highlighted need to clean and repaint High St bus stop	Wardens to complete as and when suitable.	Wardens
Wild flowers at Moor car park	Clr	Wild flowers were supposed to be sown as part of the car park works at The Moor. A season has passed and there is no evidence of the flowers.	Agreed to purchase seed and sow in Autumn 2025 (requested 15/10/25)	Office

Letters to residents about encroaching on pathway / roadway

	Number of letters	
High Street	1	
High Street	1	
Beechwood Ave	4	<i>Offered assistance, requested permission to carry out works, With Environment SCDC</i>
High Street	3	<i>Offered assistance - contacted ccc</i>
Norgets Lane	1	
Norgets Lane	1	
High Street	2	
High Street	2	<i>Already actioned.</i>
Victoria Way	1	
High Street	1	
Water Lane	2	

Melbourn Parish Council
Maintenance Committee Report
Prepared by the Responsible Financial Officer (RFO)
Date: December 2025

1. Introduction

This report has been generated using the Rialtas Finance System and provides a comprehensive overview of the income and expenditure related to the maintenance of Melbourn Village for the period 01 April 2025 to 31st December 2025. This report also includes invoices received in January for a more up to date review. The aim is to support informed decision-making by the Maintenance Committee.

2. Report Overview

All financial data is categorised into cost centres that correspond to different areas of village and the maintenance required. Where applicable expenditures have been split into two categories:

- **Planned** (budgeted)
- **Unplanned** (non-budgeted/emergency or unforeseen)

This classification helps to better track how the Council's financial resources are being used and to identify areas requiring attention.

3. Key Notes.

- **Maintenance Contract:** The Parish Council has entered into a village maintenance contract, which has helped in streamlining and effectively managing recurring costs. Associated costs have been appropriately distributed among relevant cost centres. Included in the figure is £1,870 for Hopkins this has been used from the Hopkins Homes reserves and does not form part of the budgeted amount.
- **Reporting detail:** By showing the income and subsequent expenditure will allow the committee to see how much each area costs and assess the income and or the community benefit that is derived from our assets.
- **Stockbridge Meadows:** This area was added to the village maintenance contract after the annual budget was approved. Consequently, its associated costs are not reflected in the original budget and will require close monitoring to avoid overspending.
- **Pavillion Boiler:** This was an unplanned repair in July.
- **Reserves Management:** When reviewing expenses, it is important to assess whether they:
 - Fall within the planned budget,
 - Can be covered by any existing reserves held.
 - Or are unplanned.

- **Pavillion:** Income for the pavilion to October was £30.00 Expenditure in maintaining the building £6,723. Alternative use for the pavilion should be considered.
- Weather Conditions have resulted in additional cuts being required in the village.
- It has been put forward as an idea to obtain an updated croyland report for asset maintenance, this has been include in the 2026/27 precept.
- **Tree & Hedge Work:** Unplanned tree works has been overspent whilst the planned was based on a report which has yet to be received /reviewed. This overspend can be offset against the planned underspend as we move into 2026/27 with a clearer objective of what may be needed for planned expenditure.

4. Ongoing Improvements

As the Council continues to transition to more detailed financial reporting, the Parish Clerk and the RFO will work in closely to:

- Provide additional insights where needed,
- Flag any anticipated high-cost maintenance works,
- Ensure the Committee is fully informed to make sound financial decisions.

5. Conclusion

The financial reporting approach using Rialtas enhances transparency and accountability. Monitoring cost centres closely, especially for post-budget additions like Stockbridge Meadows, will be critical in the coming months.

For any further clarifications or questions regarding this report, please feel free to contact the RFO directly.

Prepared by:

Responsible Financial Officer (RFO)

Melbourn Parish Council

December 2025

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
--	------------------------	-----------------------	--------------------------	--------------------------	--------------------	---------	-------------------------

Maintenance110 Wardens

4000 Salaries & Pensions	16,400	19,747	3,347	3,347	83.0%		
4110 Insurance	480	689	209	209	69.7%		
4175 Subcontractors	0	3,000	3,000	3,000	0.0%		
4230 Van - Tax, MOT, Fuel, Repairs	1,556	647	(909)	(909)	240.4%		
4235 Wardens Materials	286	0	(286)	(286)	0.0%		
4240 Wardens Equipment	289	1,539	1,250	1,250	18.8%		
4320 Maintenance & Reps- Unplanned	0	2,000	2,000	2,000	0.0%		
Wardens :- Indirect Expenditure	19,011	27,622	8,611	0	8,611	68.8%	0
Net Expenditure	(19,011)	(27,622)	(8,611)				

210 Allotments

1200 Allotment Rent received	3,231	3,154	(77)		102.5%		
Allotments :- Income	3,231	3,154	(77)		102.5%		0
4320 Maintenance & Reps- Unplanned	27	538	511	511	5.0%		
4430 Grounds Maintenance - Planned	570	1,936	1,366	1,366	29.4%		
4510 Water	571	824	253	253	69.3%		
Allotments :- Indirect Expenditure	1,168	3,298	2,130	0	2,130	35.4%	0
Net Income over Expenditure	2,063	(144)	(2,207)				

220 Conservation

1210 Grass Cutting Contribution	3,939	3,850	(89)		102.3%		
Conservation :- Income	3,939	3,850	(89)		102.3%		0
4000 Salaries & Pensions	3,843	4,619	776	776	83.2%		
4175 Subcontractors	2,146	3,300	1,154	1,154	65.0%		
4320 Maintenance & Reps- Unplanned	118	1,154	1,036	1,036	10.2%		
4350 Christmas Tree/Plants	644	1,430	786	786	45.0%	623	
4360 Tree & Hedge Work - Planned	0	6,618	6,618	6,618	0.0%		
4365 Tree & Hedge Work - Unplanned	4,577	3,546	(1,031)	(1,031)	129.1%		
4370 Project work	796	1,026	230	230	77.6%	308	
4410 Nature Reserve management plan	449	513	64	64	87.5%		
4420 Grounds Maintenance - Unplanned	1,440	2,032	592	592	70.9%		
4430 Grounds Maintenance - Planned	1,480	0	(1,480)	(1,480)	0.0%		
4605 Refuse & Dog Bin Collection	832	641	(191)	(191)	129.8%		
4635 Village Maintenance Contract	15,059	17,923	2,864	2,864	84.0%		
Conservation :- Indirect Expenditure	31,384	42,802	11,418	0	11,418	73.3%	931
Net Income over Expenditure	(27,445)	(38,952)	(11,507)				
6000 plus Transfer from EMR	931	0	(931)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(26,514)	(38,952)	(12,438)				
<u>230 Stockbridge Meadows</u>							
4235 Wardens Materials	30	0	(30)		(30)	0.0%	
4320 Maintenance & Reps- Unplanned	47	0	(47)		(47)	0.0%	
4635 Village Maintenance Contract	663	0	(663)		(663)	0.0%	
Stockbridge Meadows :- Indirect Expenditure	740	0	(740)	0	(740)		0
Net Expenditure	(740)	0	740				
<u>250 Cemetery General</u>							
1300 Burial Fees	610	2,000	1,390			30.5%	
1305 Memorials Fees	0	525	525			0.0%	
1310 Internment Fees	0	1,500	1,500			0.0%	
Cemetery General :- Income	610	4,025	3,415			15.2%	0
4505 Electricity	(403)	0	403		403	0.0%	
4635 Village Maintenance Contract	7,289	9,752	2,463		2,463	74.7%	
Cemetery General :- Indirect Expenditure	6,887	9,752	2,866	0	2,866	70.6%	0
Net Income over Expenditure	(6,277)	(5,727)	550				
<u>260 Orchard Road Cemetery</u>							
1305 Memorials Fees	100	0	(100)			0.0%	
1310 Internment Fees	135	0	(135)			0.0%	
Orchard Road Cemetery :- Income	235	0	(235)				0
4315 Maintenance & Reps - Planned	0	175	175		175	0.0%	
4430 Grounds Maintenance - Planned	0	457	457		457	0.0%	
4500 Rates	265	278	13		13	95.2%	
4505 Electricity	131	221	90		90	59.1%	
4605 Refuse & Dog Bin Collection	0	103	103		103	0.0%	
Orchard Road Cemetery :- Indirect Expenditure	395	1,234	839	0	839	32.0%	0
Net Income over Expenditure	(160)	(1,234)	(1,074)				
<u>270 New Road Cemetery</u>							
1300 Burial Fees	5,195	0	(5,195)			0.0%	
1305 Memorials Fees	1,400	0	(1,400)			0.0%	
1310 Internment Fees	1,905	0	(1,905)			0.0%	
New Road Cemetery :- Income	8,500	0	(8,500)				0

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4315 Maintenance & Reps - Planned	2,350	0	(2,350)		(2,350)	0.0%	2,350
4420 Grounds Maintenance - Unplanned	0	1,026	1,026		1,026	0.0%	
4430 Grounds Maintenance - Planned	0	2,473	2,473		2,473	0.0%	
4500 Rates	810	845	35		35	95.9%	
4510 Water	72	0	(72)		(72)	0.0%	
4605 Refuse & Dog Bin Collection	0	146	146		146	0.0%	
New Road Cemetery :- Indirect Expenditure	3,233	4,490	1,257	0	1,257	72.0%	2,350
Net Income over Expenditure	5,267	(4,490)	(9,757)				
6000 plus Transfer from EMR	2,350	0	(2,350)				
Movement to/(from) Gen Reserve	7,617	(4,490)	(12,107)				
300 Play Areas							
4315 Maintenance & Reps - Planned	937	0	(937)		(937)	0.0%	
4320 Maintenance & Reps- Unplanned	0	3,357	3,357		3,357	0.0%	
4605 Refuse & Dog Bin Collection	1,248	2,771	1,523		1,523	45.0%	
Play Areas :- Indirect Expenditure	2,185	6,128	3,943	0	3,943	35.7%	0
Net Expenditure	(2,185)	(6,128)	(3,943)				
310 Recreation Ground							
1305 Memorials Fees	562	0	(562)			0.0%	
1400 Match Fees	2,290	3,350	1,060			68.4%	
1500 Hire of Recreation Grounds	765	840	75			91.1%	
1610 Misc Income	646	0	(646)			0.0%	
Recreation Ground :- Income	4,262	4,190	(72)			101.7%	0
4320 Maintenance & Reps- Unplanned	704	0	(704)		(704)	0.0%	
4430 Grounds Maintenance - Planned	290	3,225	2,935		2,935	9.0%	
4505 Electricity	240	518	278		278	46.3%	
4510 Water	64	0	(64)		(64)	0.0%	
4605 Refuse & Dog Bin Collection	2,704	2,364	(340)		(340)	114.4%	
4635 Village Maintenance Contract	4,859	6,502	1,643		1,643	74.7%	
4640 Melbourn Dynamo's Power Pitch	0	1,970	1,970		1,970	0.0%	
Recreation Ground :- Indirect Expenditure	8,861	14,579	5,718	0	5,718	60.8%	0
Net Income over Expenditure	(4,598)	(10,389)	(5,791)				
320 Pavilion							
1550 Hire of Pavilion	30	100	70			30.0%	
Pavilion :- Income	30	100	70			30.0%	0

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4125 Broadband & Telephone	160	177	18		18	90.1%	
4175 Subcontractors	1,208	1,728	521		521	69.9%	
4315 Maintenance & Reps - Planned	879	2,483	1,604		1,604	35.4%	
4320 Maintenance & Reps- Unplanned	1,148	513	(635)		(635)	223.7%	
4500 Rates	1,946	2,822	876		876	69.0%	
4505 Electricity	1,845	2,587	742		742	71.3%	
4510 Water	486	100	(386)		(386)	485.9%	
4605 Refuse & Dog Bin Collection	345	417	72		72	82.6%	
Pavilion :- Indirect Expenditure	8,015	10,827	2,812	0	2,812	74.0%	0
Net Income over Expenditure	(7,985)	(10,727)	(2,742)				
<u>400 Car Park</u>							
4510 Water	119	0	(119)		(119)	0.0%	
Car Park :- Indirect Expenditure	119	0	(119)	0	(119)		0
Net Expenditure	(119)	0	119				
<u>410 Fire Engine House</u>							
4315 Maintenance & Reps - Planned	0	600	600		600	0.0%	
Fire Engine House :- Indirect Expenditure	0	600	600	0	600		0
Net Expenditure	0	(600)	(600)				
<u>420 Community Hub</u>							
1610 Misc Income	150	0	(150)			0.0%	
Community Hub :- Income	150	0	(150)				0
4206 Hub Fund redistribution - Heal	4,772	0	(4,772)		(4,772)	0.0%	4,772
4208 S106 Expenditure	3,055	0	(3,055)		(3,055)	0.0%	3,172
4315 Maintenance & Reps - Planned	1,680	5,086	3,406		3,406	33.0%	
4320 Maintenance & Reps- Unplanned	520	10,000	9,480		9,480	5.2%	
4505 Electricity	150	0	(150)		(150)	0.0%	
4700 PWLB Interest	14,052	27,340	13,288		13,288	51.4%	
4705 PWLB Capital	4,226	5,555	1,329		1,329	76.1%	
Community Hub :- Indirect Expenditure	28,455	47,981	19,526	0	19,526	59.3%	7,944
Net Income over Expenditure	(28,305)	(47,981)	(19,676)				
6000 plus Transfer from EMR	7,944	0	(7,944)				
Movement to/(from) Gen Reserve	(20,361)	(47,981)	(27,620)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
510 Highways							
4320 Maintenance & Reps- Unplanned	160	0	(160)		(160)	0.0%	
4920 Street Lighting	1,537	1,026	(511)		(511)	149.8%	
Highways :- Indirect Expenditure	1,697	1,026	(671)	0	(671)	165.4%	0
Net Expenditure	(1,697)	(1,026)	671				
520 Little Hands							
1600 Property Rental Income	20,250	27,000	6,750			75.0%	
Little Hands :- Income	20,250	27,000	6,750			75.0%	0
4175 Subcontractors	1,442	1,756	314		314	82.1%	
4315 Maintenance & Reps - Planned	1,626	1,129	(497)		(497)	144.0%	
4320 Maintenance & Reps- Unplanned	13,741	538	(13,203)		(13,203)	2554.0%	12,839
Little Hands :- Indirect Expenditure	16,809	3,423	(13,386)	0	(13,386)	491.0%	12,839
Net Income over Expenditure	3,441	23,577	20,136				
6000 plus Transfer from EMR	12,839	0	(12,839)				
Movement to/(from) Gen Reserve	16,281	23,577	7,296				
530 Workshop							
4315 Maintenance & Reps - Planned	0	588	588		588	0.0%	
4500 Rates	9,543	13,671	4,128		4,128	69.8%	
4505 Electricity	1,327	2,901	1,574		1,574	45.7%	
4510 Water	214	221	7		7	97.0%	
4700 PWLB Interest	2,179	4,986	2,807		2,807	43.7%	
4705 PWLB Capital	6,265	11,902	5,637		5,637	52.6%	
Workshop :- Indirect Expenditure	19,529	34,269	14,740	0	14,740	57.0%	0
Net Expenditure	(19,529)	(34,269)	(14,740)				
Maintenance :- Income	41,208	42,319	1,111			97.4%	
Expenditure	148,486	208,031	59,545	0	59,545	71.4%	
Net Income over Expenditure	(107,278)	(165,712)	(58,434)				
plus Transfer from EMR	24,064	0	(24,064)				
Movement to/(from) Gen Reserve	(83,215)	(165,712)	(82,497)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	41,208	42,319	1,111			97.4%	
Expenditure	148,486	208,031	59,545	0	59,545	71.4%	
Net Income over Expenditure	<u>(107,278)</u>	<u>(165,712)</u>	<u>(58,434)</u>				
plus Transfer from EMR	24,064	0	(24,064)				
Movement to/(from) Gen Reserve	<u>(83,215)</u>	<u>(165,712)</u>	<u>(82,497)</u>				

INVOICE



Steroplast Healthcare limited, Alpha Point, Bradnor Road, Manchester, M22 4TE, England
 Tel: 0161 902 3030 Fax: 0161902 3040 Email: accounts@steroplast.co.uk web: www.steroplast.co.uk

INVOICE No.

SIN195809

ORDER No.

SOR179319

DATE

13/01/2026

INVOICE ADDRESS	DELIVERY ADDRESS
Melbourn Parish Council 30 High Street Melbourn Royston Cambridgeshire SG8 6DZ	Melbourn Parish Council 30 High Street Melbourn Royston Cambridgeshire SG8 6DZ

ORDER DATE	A/C ID	CUSTOMER'S ORDER No.	TERMS
13/01/2026	MEL008	#19486 R	NETT 0 DAYS

PART ID	DESCRIPTION	QUANTITY	PRICE	Disc	TOTAL
1845	SDN201114 iPAD - SMART PADS DUAL ADULT/CHILD CU-iPAD SP1	1.00	64.950		64.95

CODE	RATE	SALES VALUE	VAT VALUE	GOODS	£	64.95
S	20.00	64.95	12.99	V.A.T	£	12.99
CARRIER		CTNS	PALL.	WEIGHT		
DPD Local		1		1		TOTAL £ 77.94



Certificate No: GB12/85503

Please make cheques to Steroplast Healthcare Ltd or
 BACS payment to HSBC, Sort Code 40-20-80 Account No. 10104124
 VAT NO: 145077275

QP106 ISSUE 1 APPENDIX 2

E.%O.E.
 Tax date as
 invoice date

Toolstation Copy Invoice

UID: [REDACTED]
Title: Mrs
First name: Abigail
Last name: Williams
Company: Melbourn Parish Council

Order Number: YWW287778038
Placed on: 2026-01-19 10:15:38
Total: £151.96
Operator: WWW
Payment type: Credit Card

Addresses

Contact	Delivery	Payment
30 High Street Melbourn Cambridgeshire SG8 6DZ United Kingdom	Toolstation Royston Unit 4, Royston Gateway Trade Park Darlington Road, Royston Gateway Royston Hertfordshire SG8 5PF United Kingdom	30 High Street Melbourn Cambridgeshire SG8 6DZ United Kingdom

Items

Code	Items	Qty	Price	Totals	VAT Band
YWW28777803					
AH780	Scruffs Worker Trousers Black 40" R	1	28.98	28.98	5
37438	Hawksmoor 18V Cordless Mini Pruning Chainsaw 1 x 4.0Ah	1	122.98	122.98	5
00037	Next Business Day Collection	1	0.00	0.00	5

Company Information

Toolstation Ltd
www.toolstation.com
0808 100 7-2-11 or 0330 333 3303 (mobile friendly)

Toolstation, Express Park, Bridgwater, Somerset,
TA6 4RN, United Kingdom

VAT Analysis

Band	Rate	Net	VAT	Total
5	20%	£126.63	£25.33	£151.96
		£126.63	£25.33	£151.96

Any questions? Check out our FAQs for answers, or visit our Returns page to learn more about our 30-Day Money Back Guarantee.
Registered in England: 4372131, Toolstation Ltd, Ryehill House, Rye Hill Close, Lodge Farm Industrial Estate, Northampton, NN5 7UA

VAT Number: 408 5567 37

Monthly water situation report: East Anglia

1 Summary - December 2025

East Anglia rainfall for December 2025 ranged from 69% to 113% of the long term average for the month, with the wettest catchment being The Upper Bedford Ouse. The area soil moisture deficit reduced by 11mm from November 2025 to December 2025. For the majority of rivers, the flow for December 2025, when calculated as an average for the month was greater than the flow for November 2025. River flows ranged between 37% and 138% of the long term average. Groundwater levels have continued to increase with the majority of sites reporting an increase from November 2025 to December 2025. Public water supply reservoirs within East Anglia finished December 2025 with levels ranging from 54% to 86% of full storage capacity. Two reservoirs Alton and Ardleigh ended the month with levels at or above their respective normal operating curves.

1.1 Rainfall

December 2025 rainfall totals across East Anglia ranged from 69% to 113% of the long term average [LTA] for the month. The Upper Bedford Ouse recorded the highest rainfall totals of 72mm. Central Area Fenland and the NW Norfolk and Wissey catchments recorded the second highest rainfall totals of 51mm. The average rainfall across East Anglia for December 2025 was 47mm, which is 81% of the historic LTA and considered normal for the time of year. All catchments across East Anglia recorded normal rainfall in December 2025. Over the past 3 months' rainfall has been approximately average with most months receiving normal rainfall. November 2025 was an exceptionally wet month with Central Area Fenland receiving 11mm of rainfall which is 196% of the LTA.

1.2 Soil moisture deficit and recharge

The soil moisture deficit [SMD] for East Anglia at the end of December 2025 was 17mm. The SMD has continued to decrease from November 2025 at 28mm following normal rainfall in December 2025. SMD across East Anglia ranged from 10mm-40mm, with the Lower Bedford Ouse and Cam having the lowest soil moisture deficit in the East Anglia area.

1.3 River flows

Following average December rainfall in nearly all catchments, the majority of river flow report sites recorded increases in month mean flows from November to December 2025. Exceptions include the rivers Cam and Yare which saw a slight drop in flows from November to December. River flows ranged between, 37% and 138% of the LTA. Heacham recorded 37% of the LTA which is considered notably low for the time of year. The River Tove recorded

138% of the LTA which is considered above normal for the time of year. All other river flow report sites recorded normal or below normal flows for the time of year.

1.4 Groundwater levels

Groundwater levels have continued to increase with the majority of sites reporting an increase from November 2025 to December 2025. The majority of report sites ended December 2025 with groundwater levels categorised as normal or below normal for the time of year. Therfield Rectory, North Hertfordshire, continues to be atypical for the area, with above normal groundwater levels for the time of year. This is likely to be the result of a locally exceptional recharge season, with the September 2024 to February 2025 rainfall in the Upper Bedford Ouse catchment being the fifth wettest September to February rainfall total on record (1871-2025) for that catchment.

1.5 Reservoir stocks

Public water supply reservoirs within East Anglia finished December 2025 with levels ranging from 54% to 86% of full storage capacity. Alton and Ardleigh reservoirs ended the month with levels at or above their respective normal operating curves. Grafham, Abberton and Hanningfield reservoirs ended the month with levels below their respective normal operating curves.

1.6 Forward look

1.6.1 Probabilistic ensemble projections for river flows at key sites

The river flow projections for the Bedford Ouse, show a higher probability of normal to below normal flow for March 2026. This probability is similar for Ely Ouse, Ivel and Ouse flow projections for March 2026. The Kym shows a higher probability of normal to notably low flow for March 2026. River flow projections for June 2026 show an approximate 50% or greater probability of normal flows at most forecast sites. The Ely Ouse shows greater than 50% probability of normal to below normal flows for June 2026..

1.6.2 Probabilistic ensemble projections for groundwater levels in key aquifers

The groundwater projection maps for March 2026 shows a high probability of below normal, notably low and exceptionally low ground water levels at most forecast sites. The Therfield Rectory groundwater level is predicted to be normal to above normal by March 2026. The groundwater projections for September 2026 give a high probability of most forecast sites having below normal or lower groundwater levels. Therfield Rectory is expected to stay within the normal range for September 2026.

Author: Hydrology Team, hydrology-ean-and-lna@environment-agency.gov.uk

All data are provisional and may be subject to revision. The views expressed in this document are not necessarily those of the Environment Agency. Its officers, servants or agents accept no liability for any loss or damage arising from the interpretation or use of the information, or reliance upon views contained in this report.

*[SMD]: soil moisture deficits

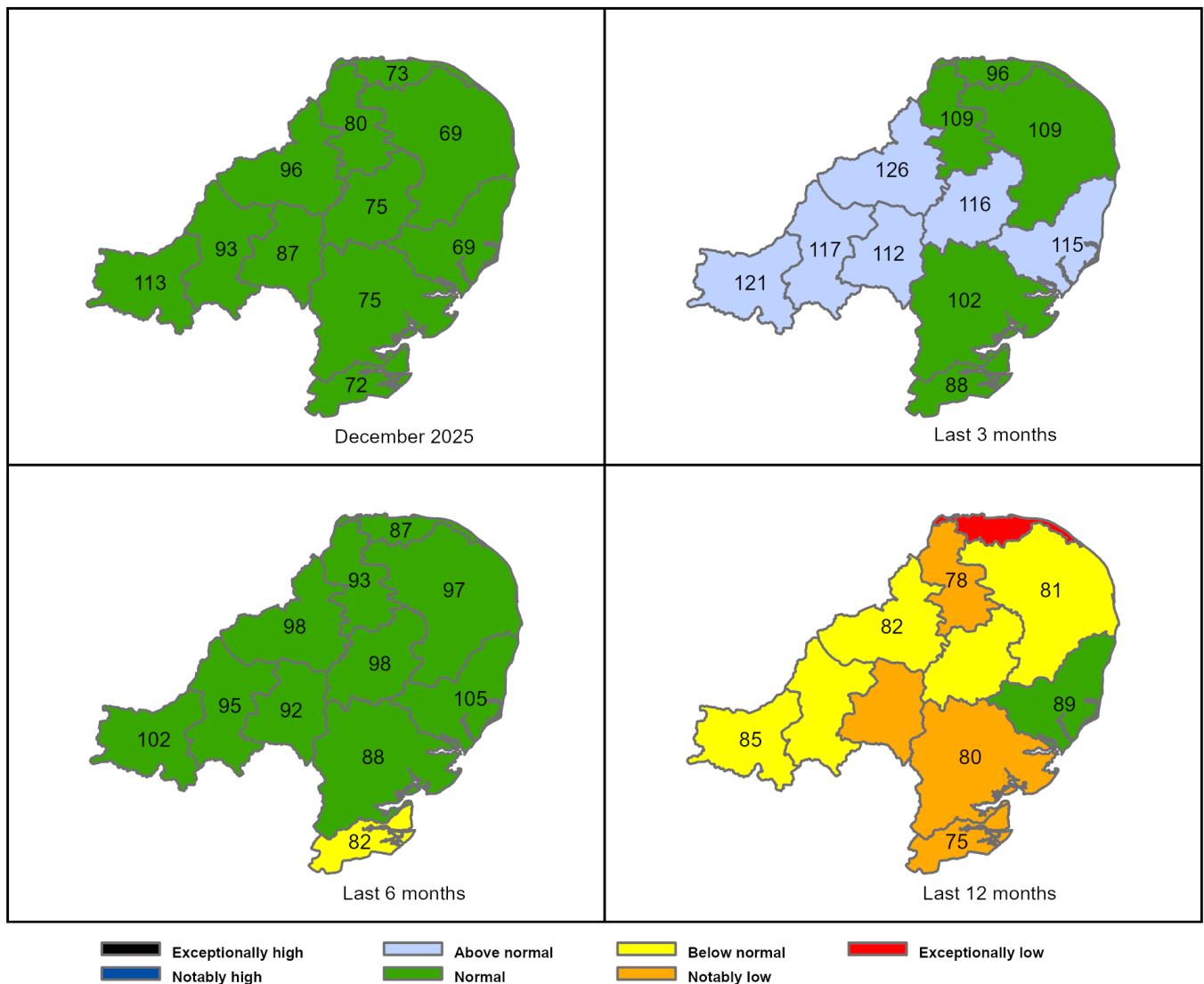
*[LTA]: long term average

Contact Details: 03708 506 506

2 Rainfall

2.1 Rainfall map

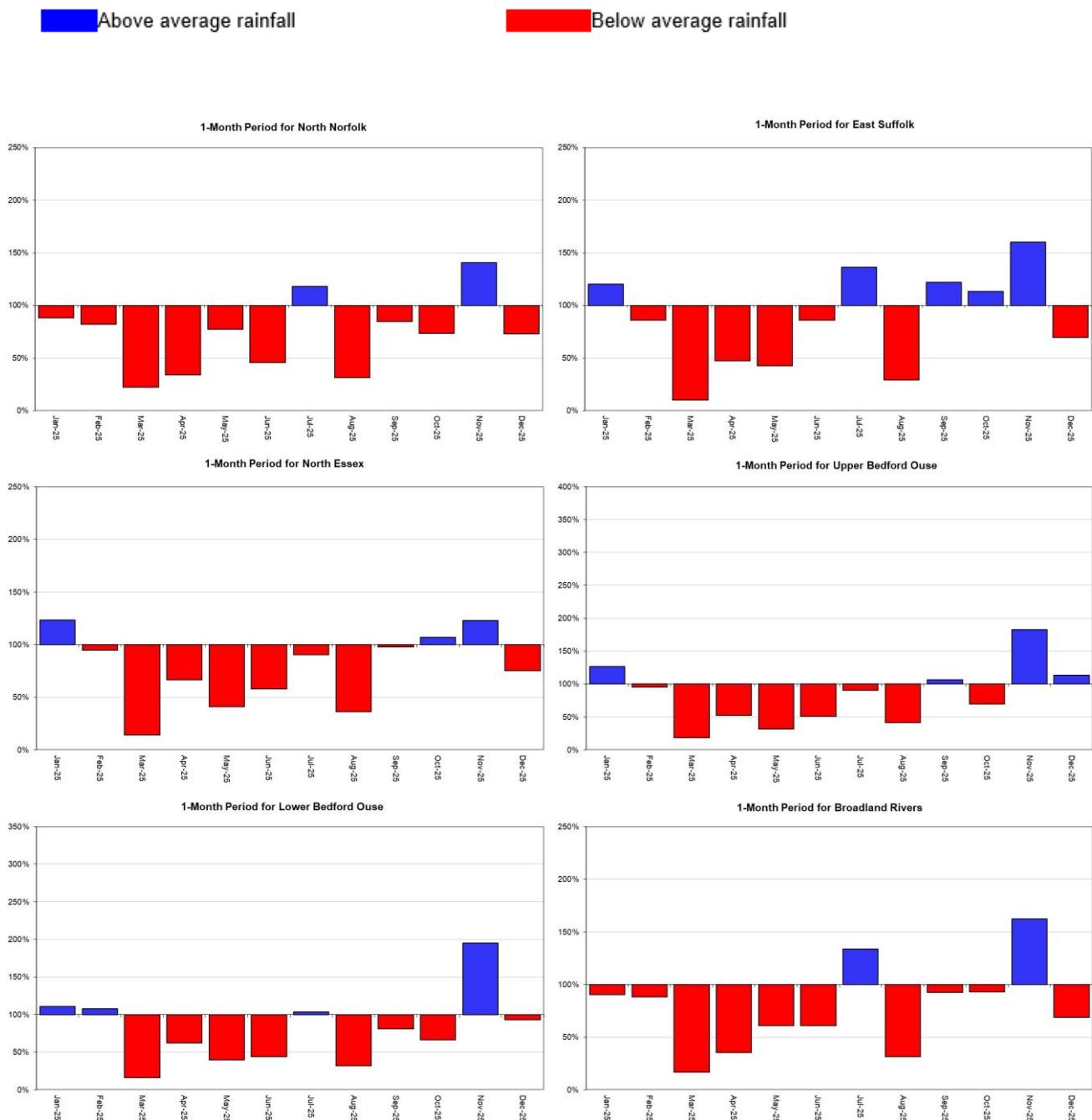
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 31 December 2025), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals. Table available in the appendices with detailed information.

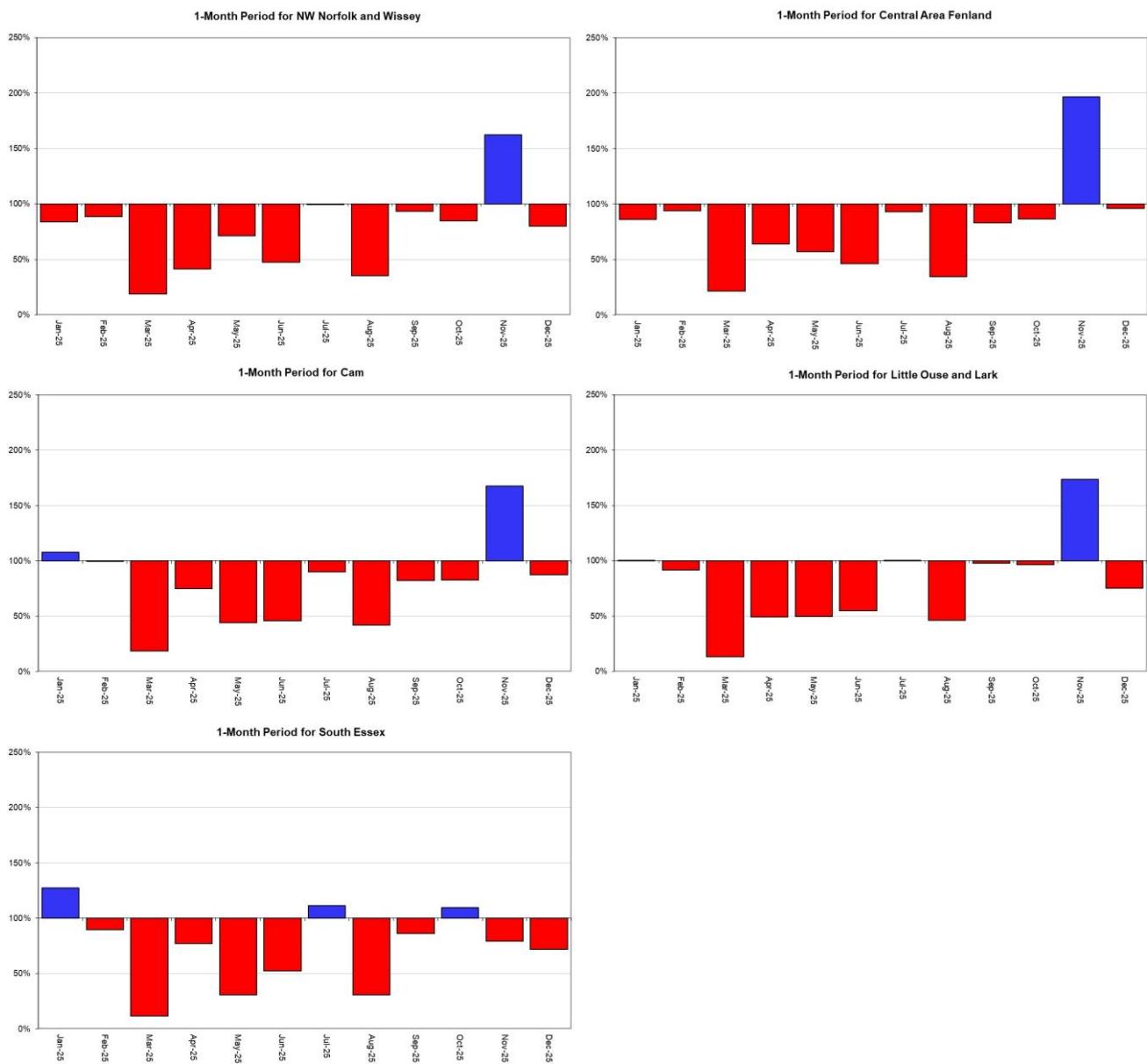


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2026). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved. Environment Agency, 100024198, 2026.

2.2 Rainfall charts

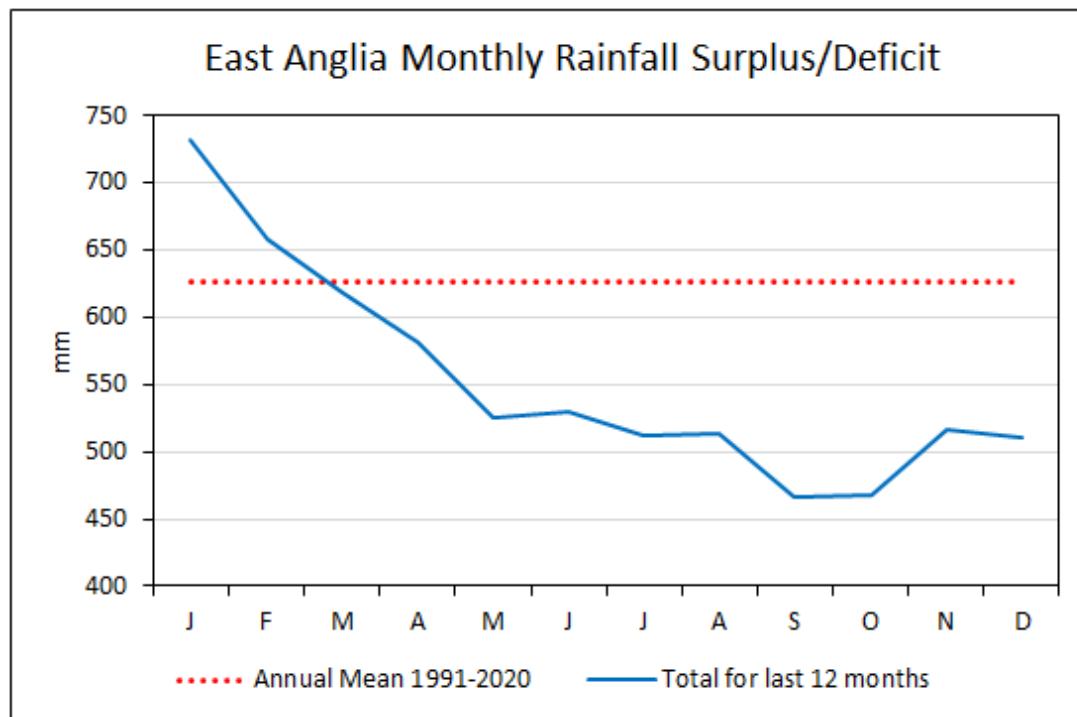
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1991 to 2020 long term average for each region and for England.





HadUK rainfall data. (Source: Met Office. Crown copyright, 2026).

2.3 Monthly rainfall surplus/deficit chart



HadUK rainfall data. (Source: Met Office. Crown copyright, 2026).

3 Soil moisture deficit

3.1 Soil moisture deficit map

Figure 3.1: Soil moisture deficit values for 31 December 2025. Values based on the weekly MORECS data for real land use.

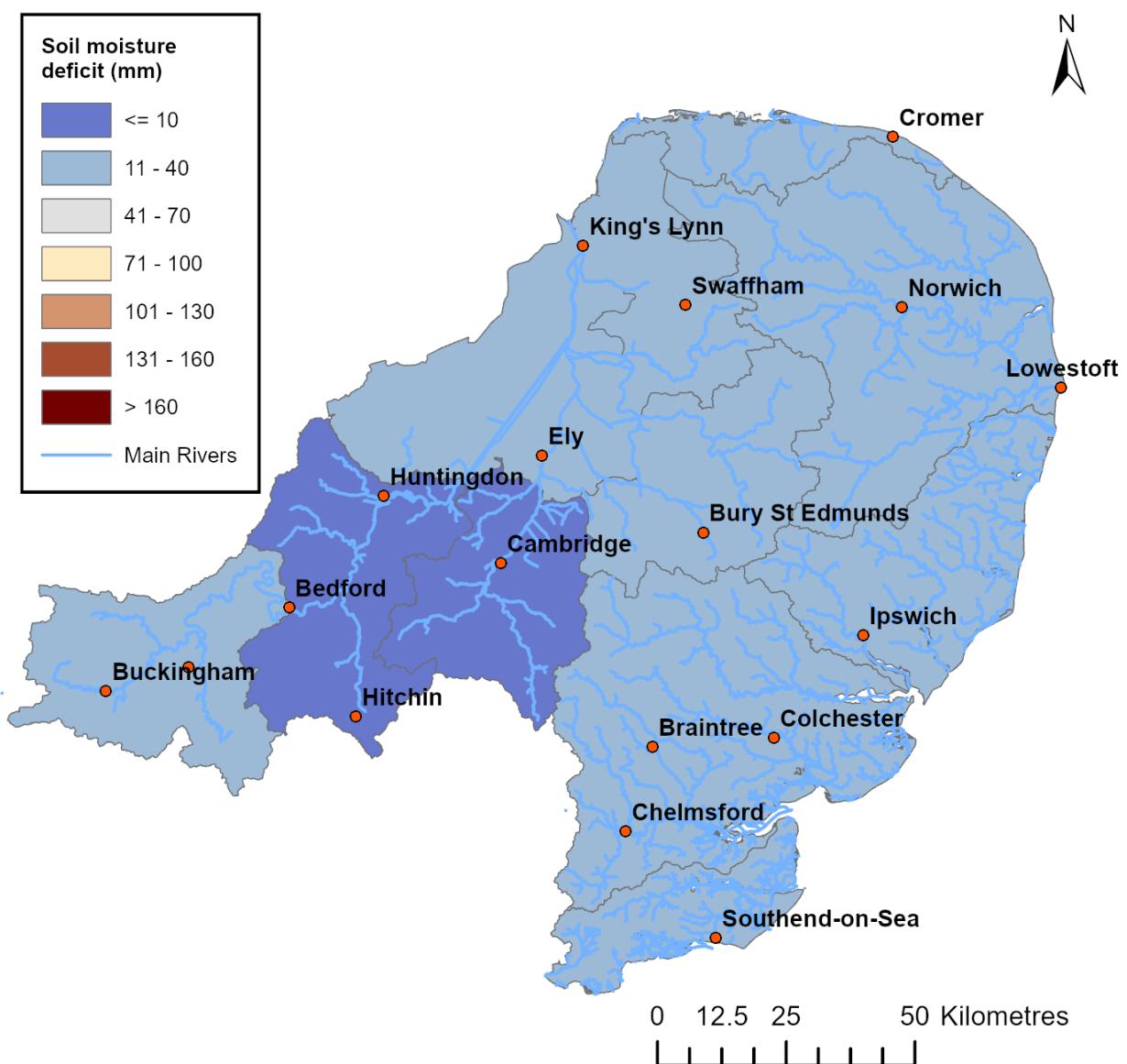
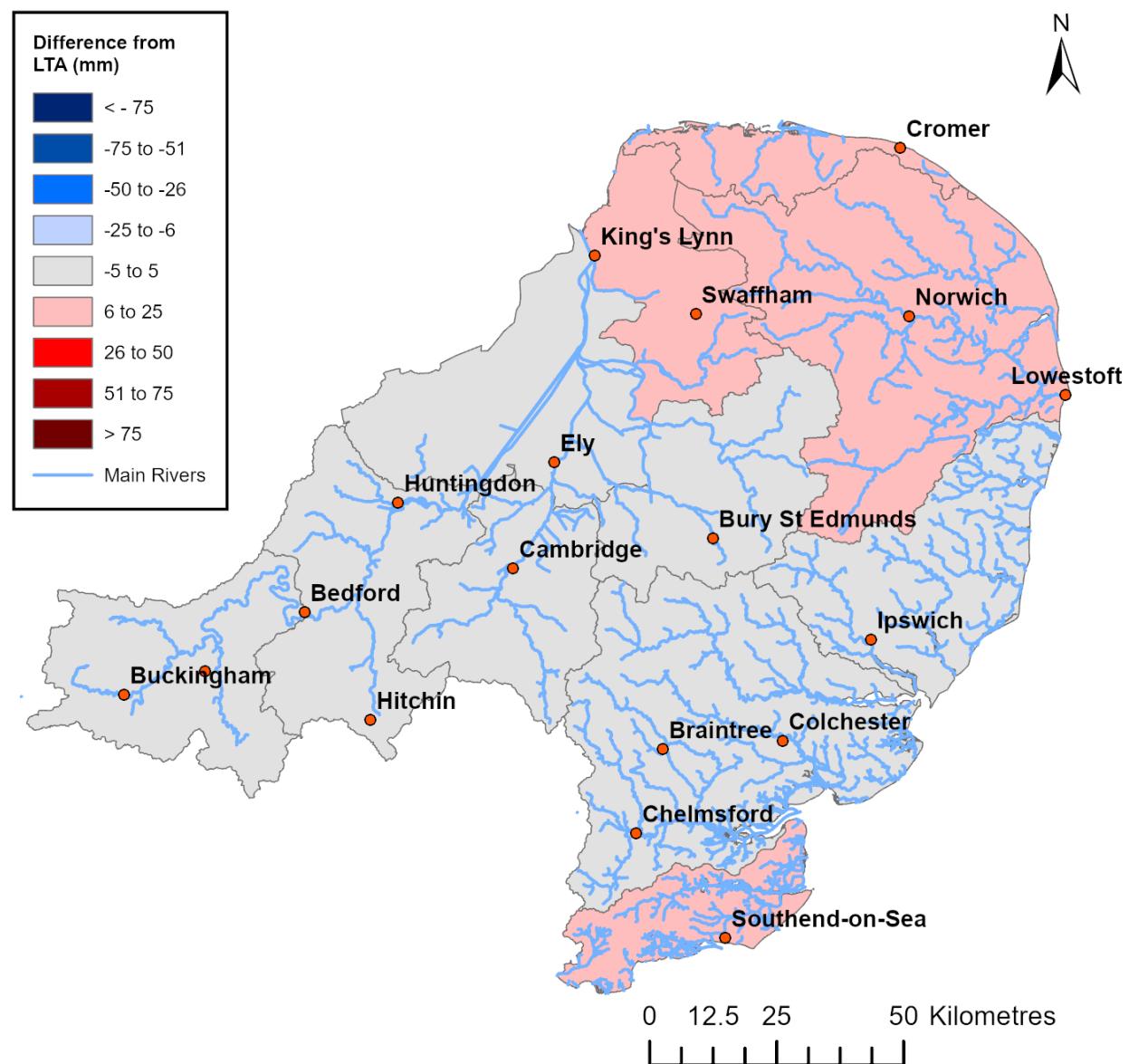


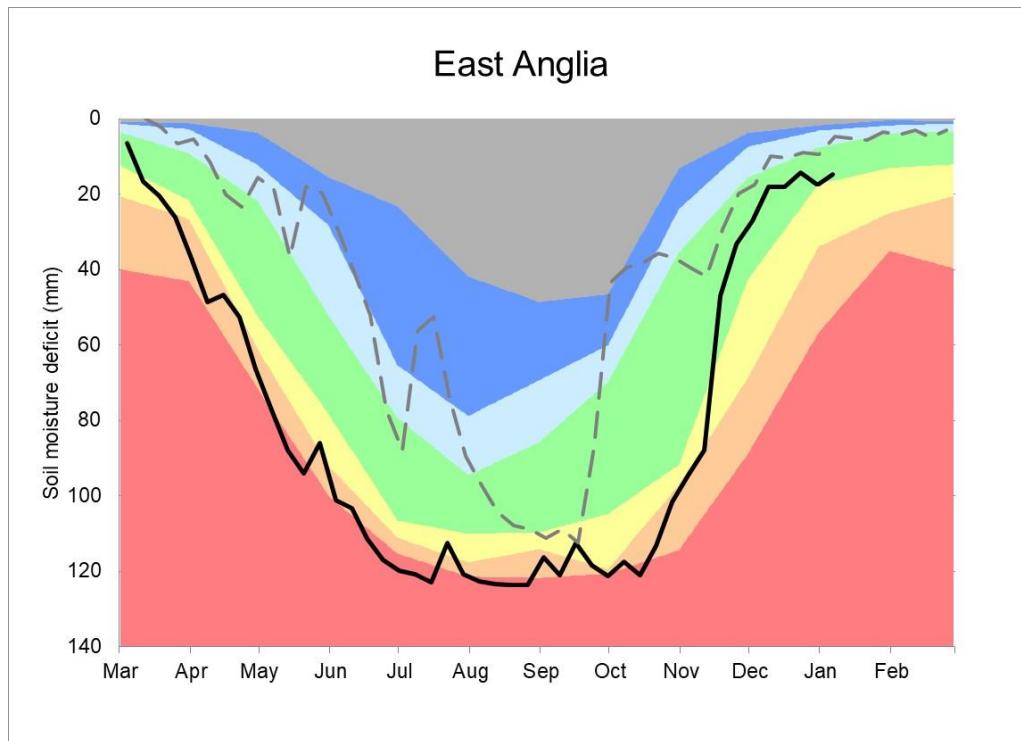
Figure 3.2: Difference between soil moisture deficit values for 31 December 2025 and the long term average soil moisture deficit values for the end of December. Values based on the weekly MORECS data for real land use.



(Source: Met Office. Crown copyright, 2026). All rights reserved. Environment Agency, 100024198, 2026.

3.2 Soil moisture deficit charts

Figure 3.2: Latest soil moisture deficit compared to an analysis of historic 1991 to 2020 long term data set. Weekly MORECS data for real land use.

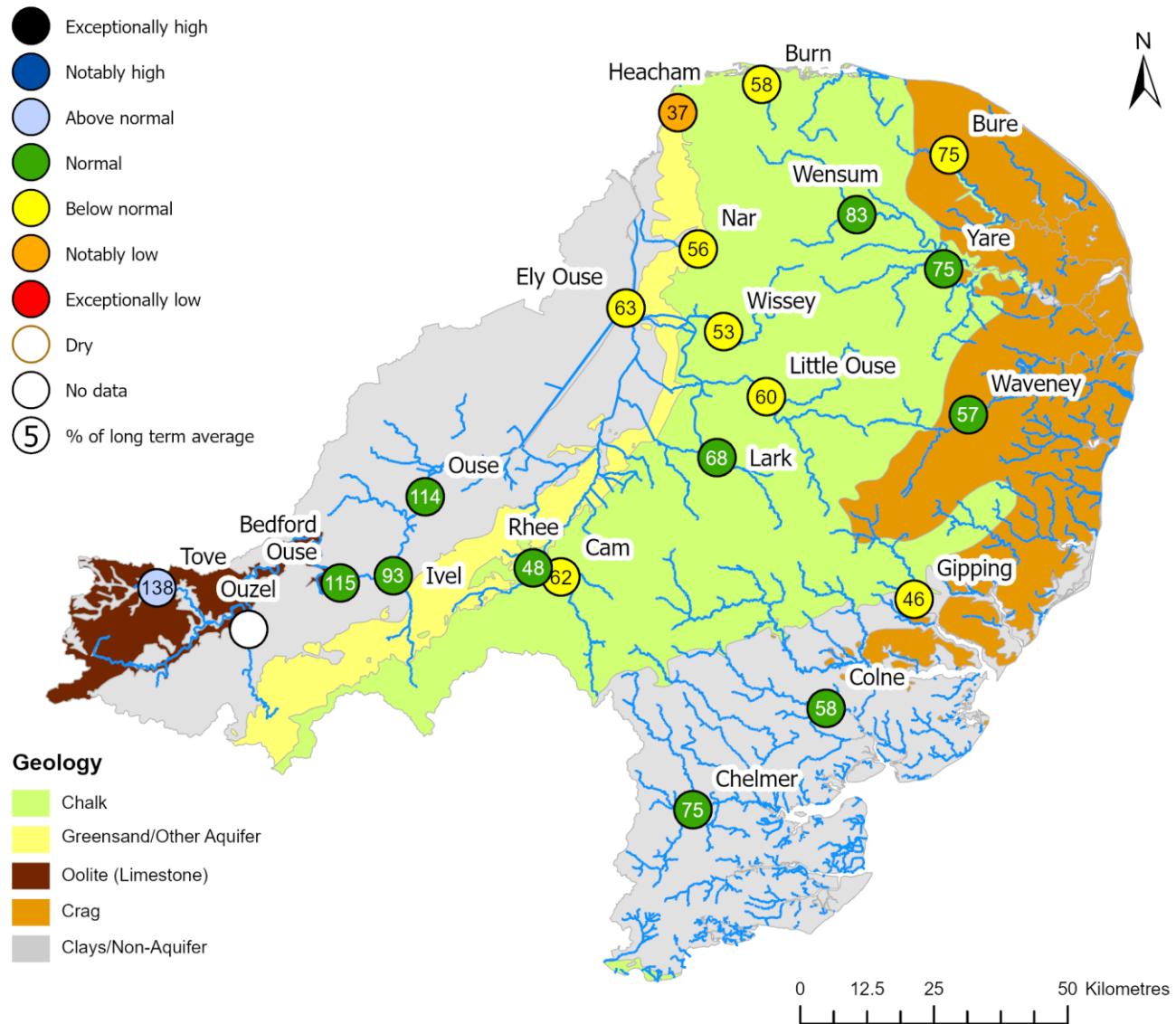


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4 River flows

4.1 River flows map

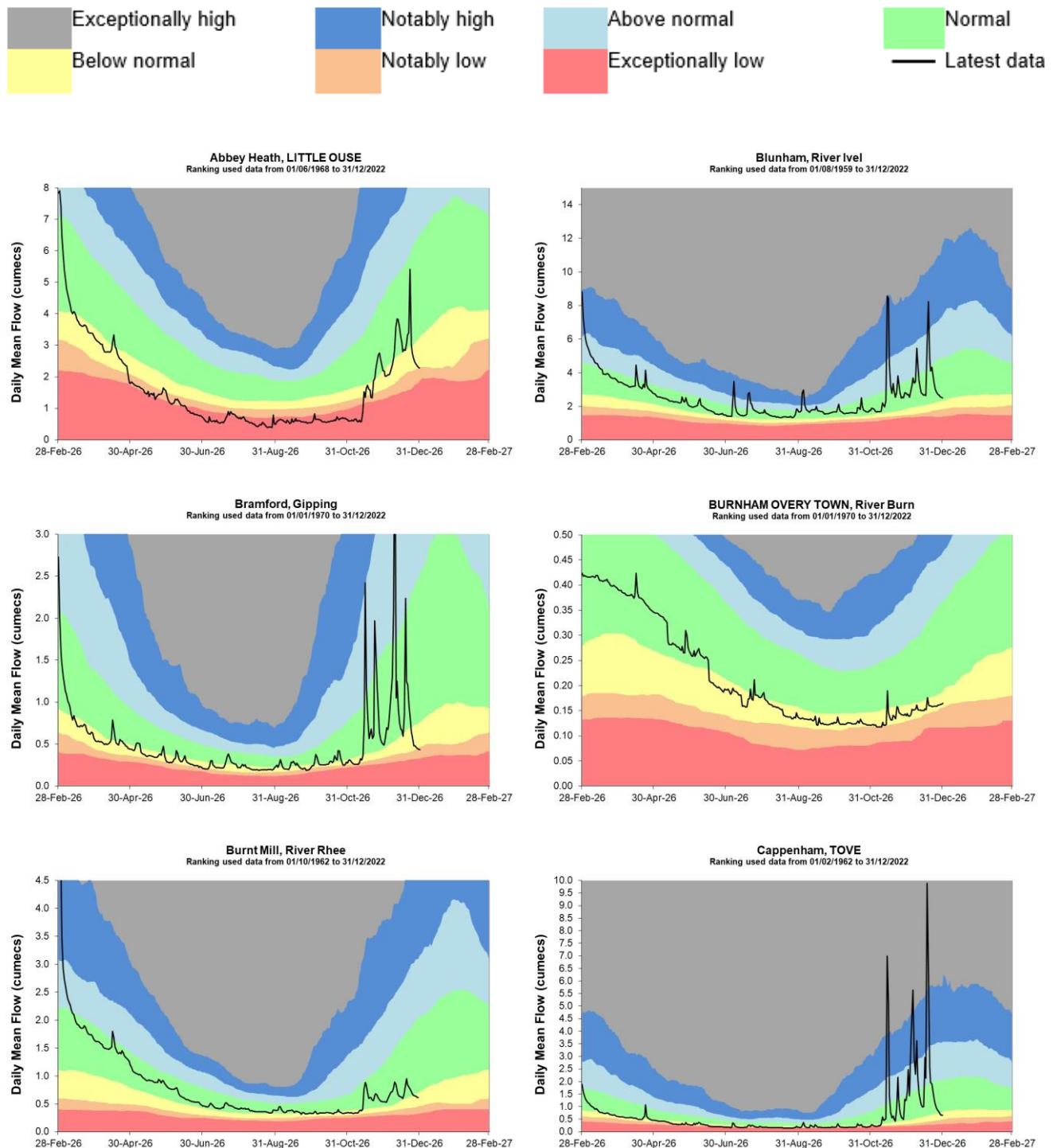
Figure 4.1: Monthly mean river flow for indicator sites for December 2025, expressed as a percentage of the respective long term average and classed relative to an analysis of historic December monthly means Table available in the appendices with detailed information.

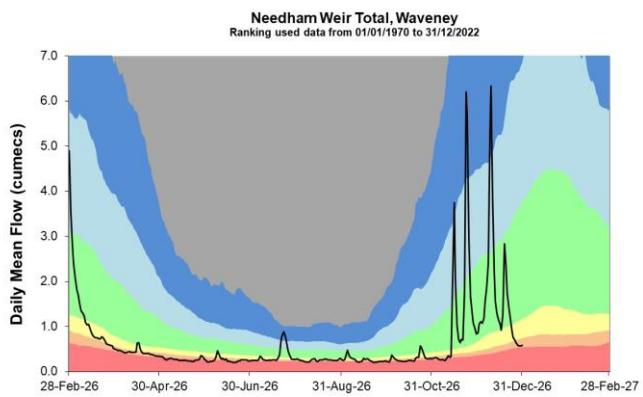
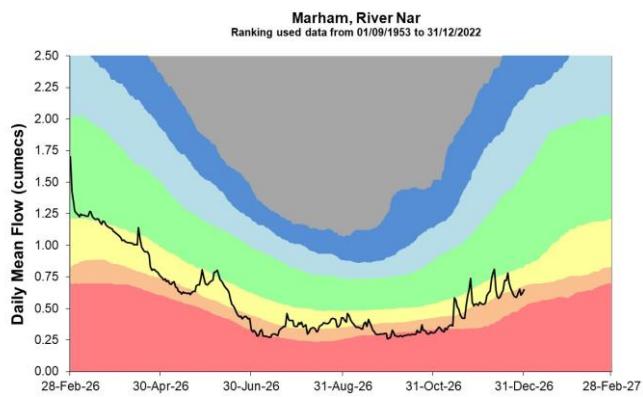
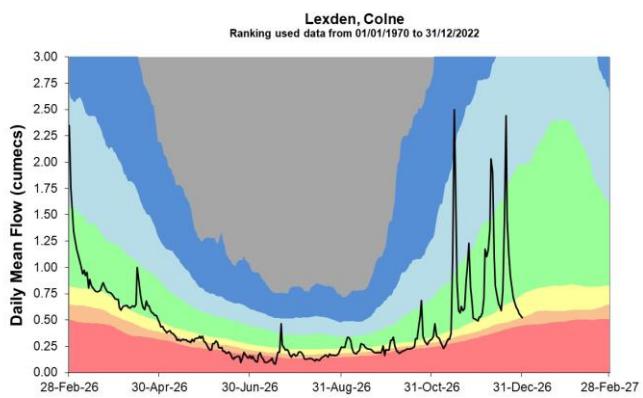
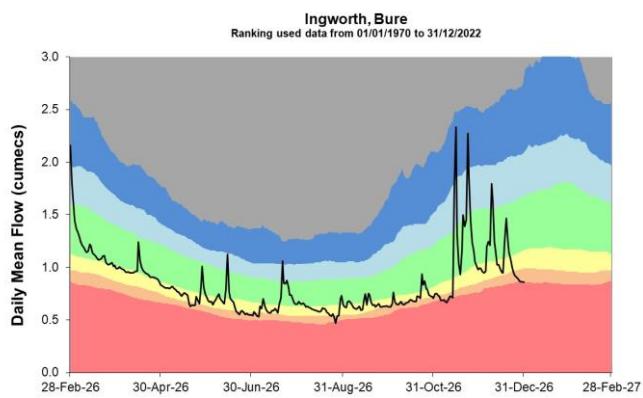
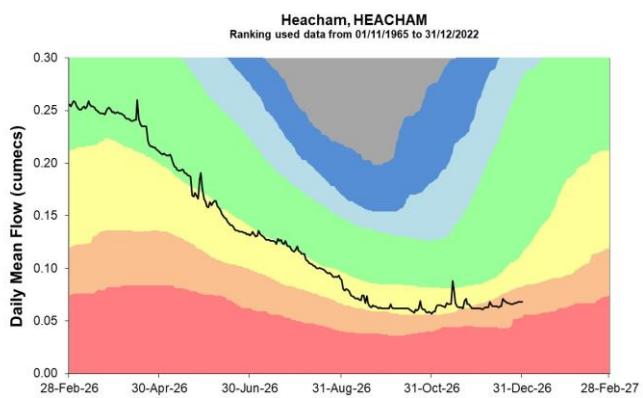
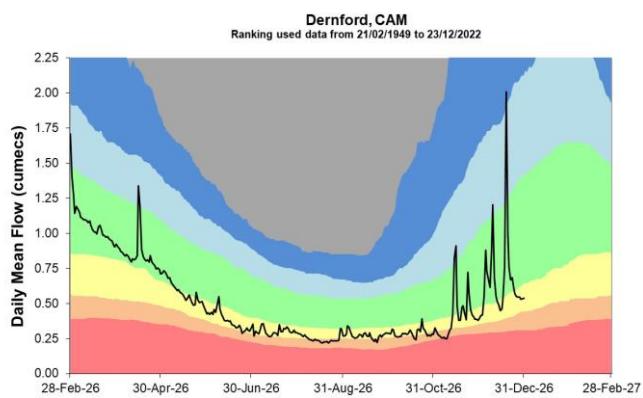
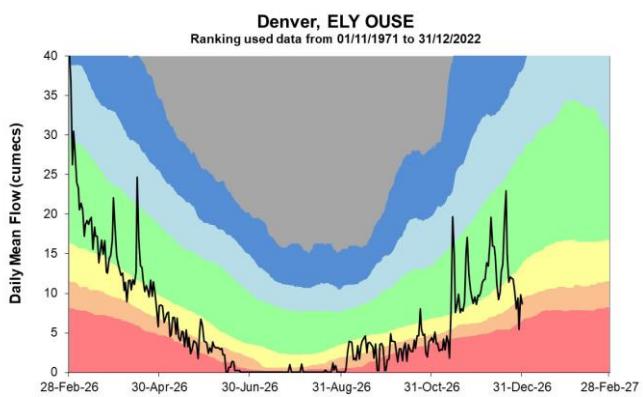
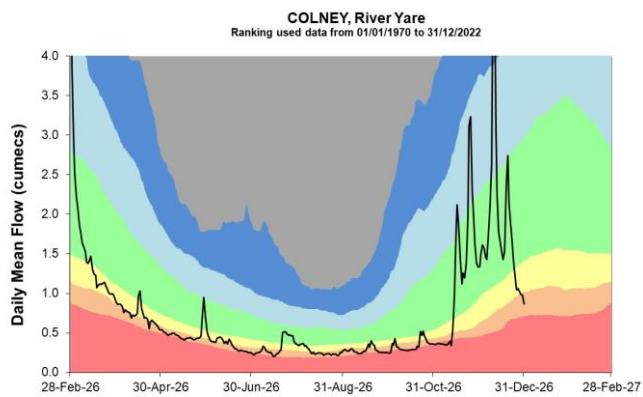


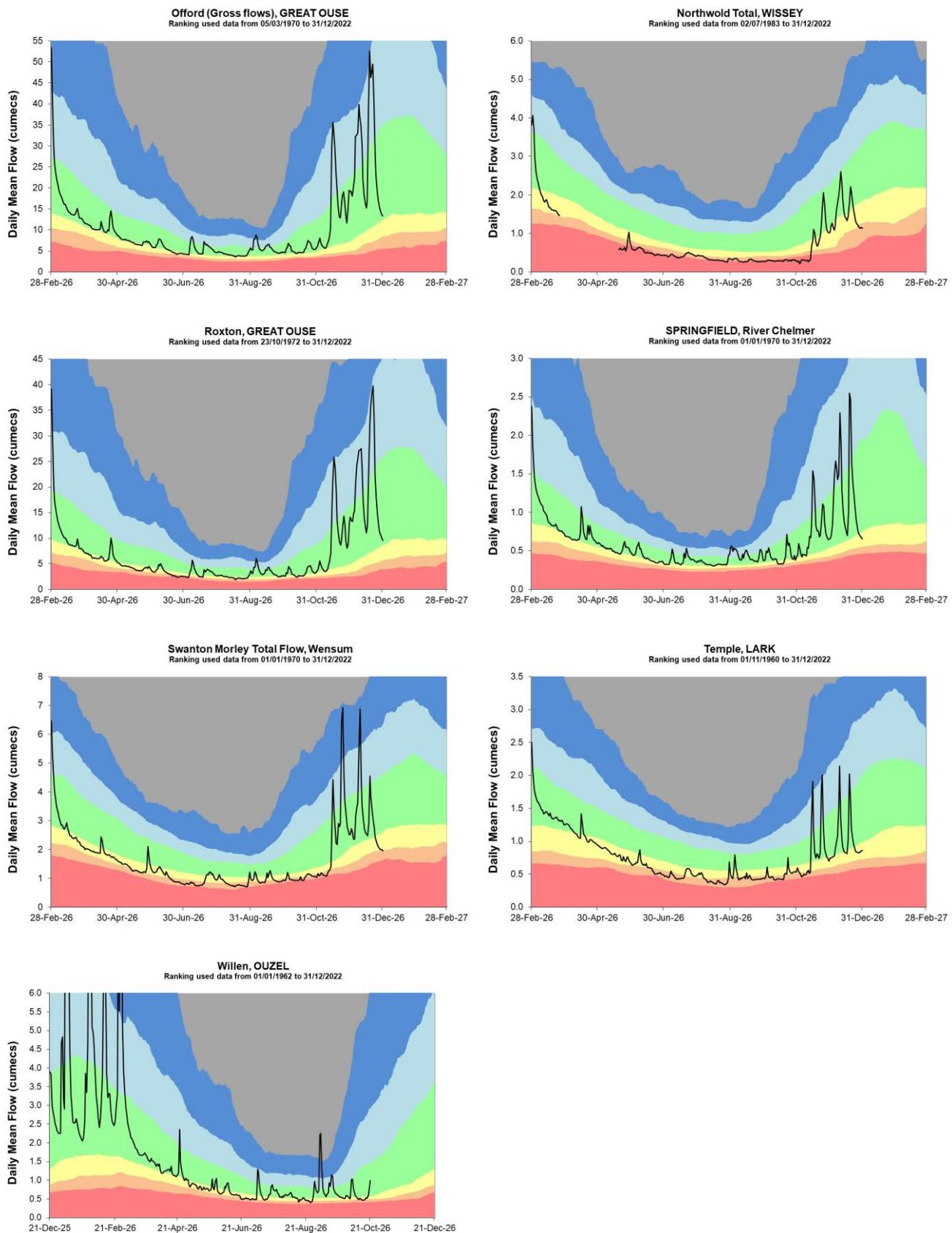
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4.2 River flow charts

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





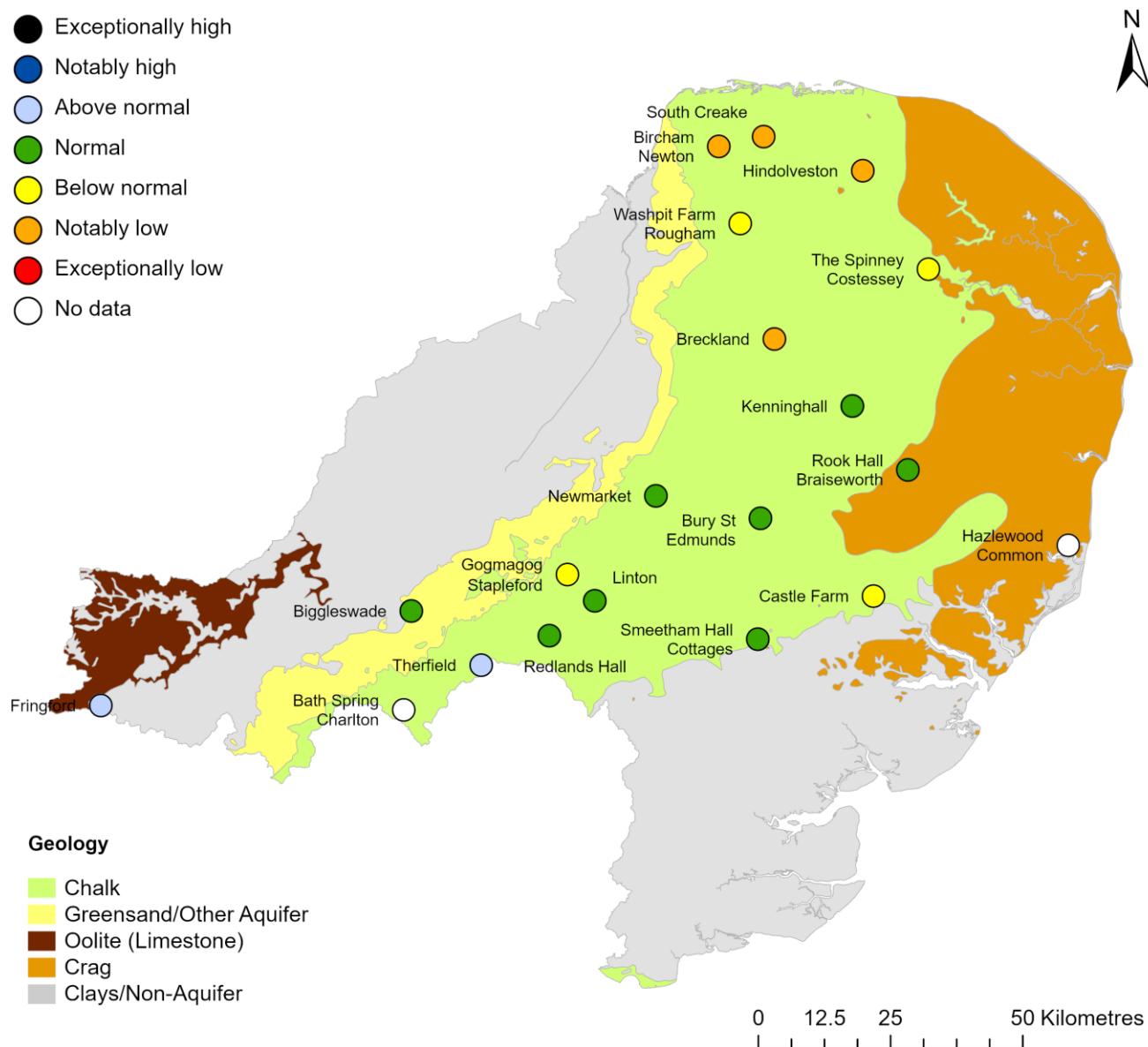


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

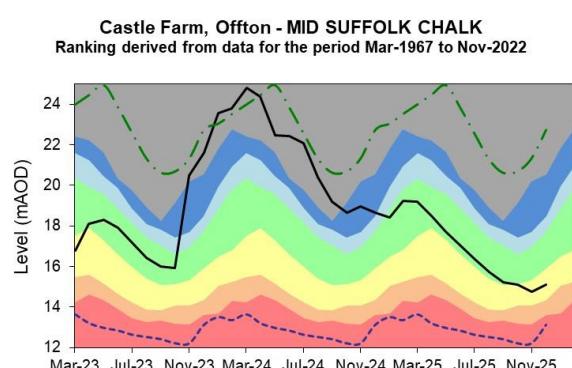
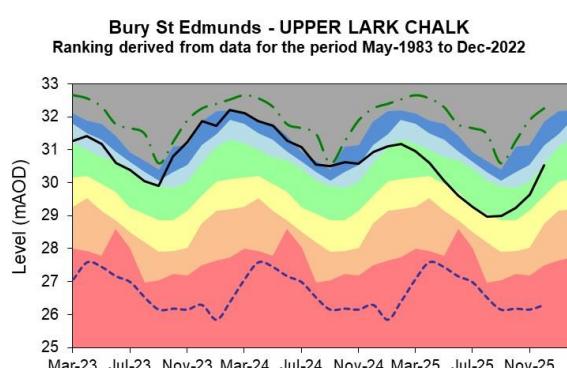
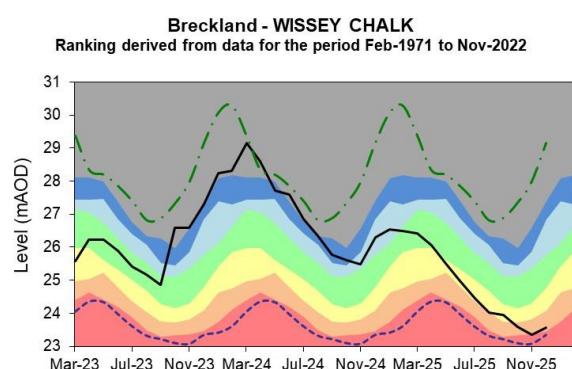
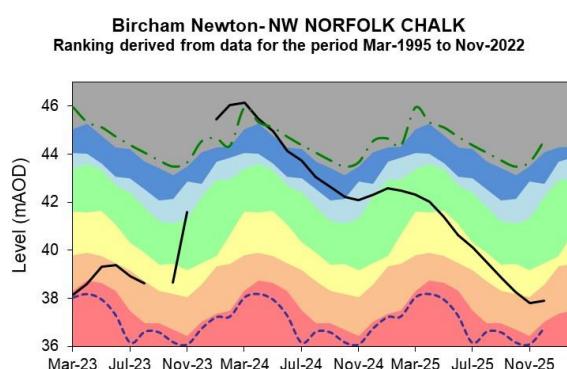
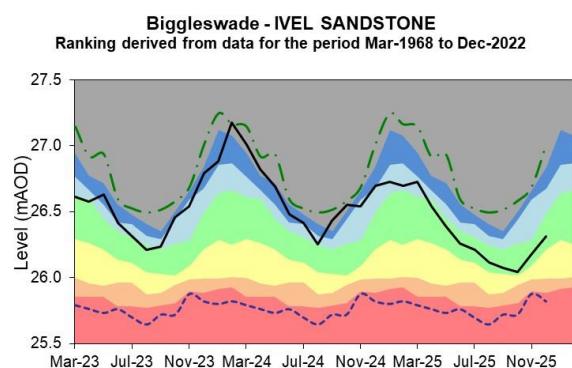
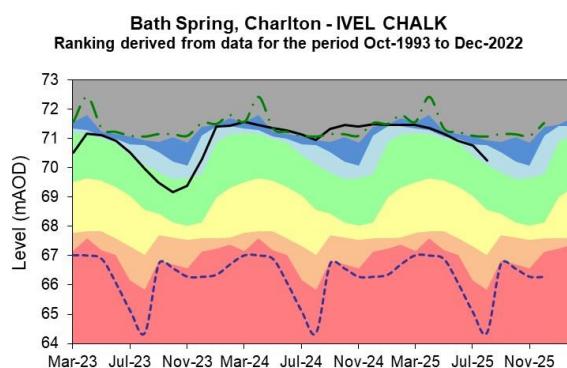
Figure 5.1: Groundwater levels for indicator sites at the end of December 2025, classed relative to an analysis of respective historic December levels. Table available in the appendices with detailed information.

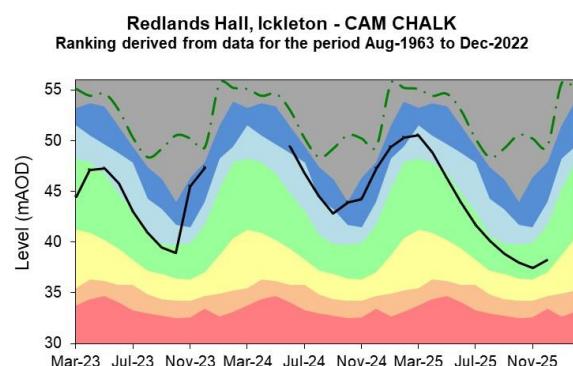
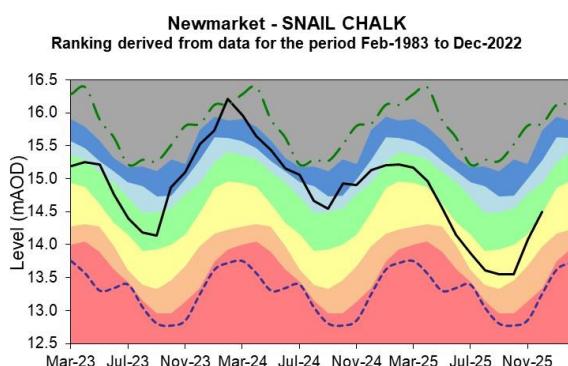
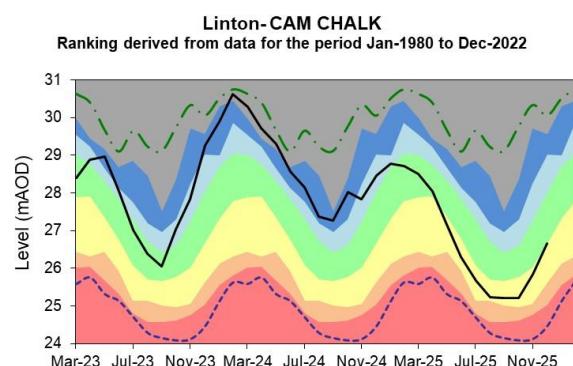
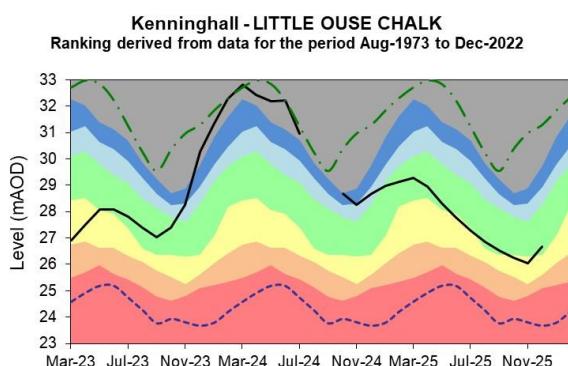
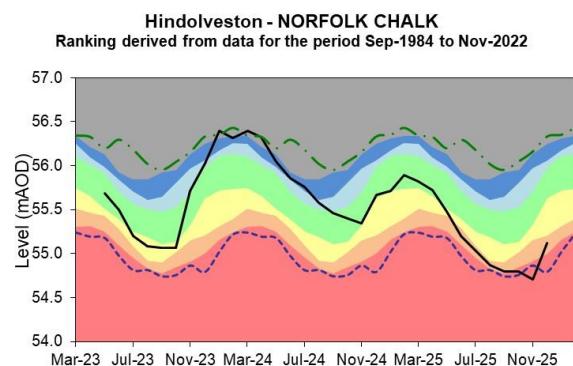
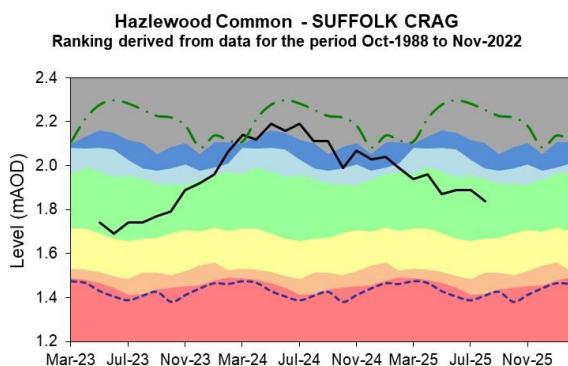
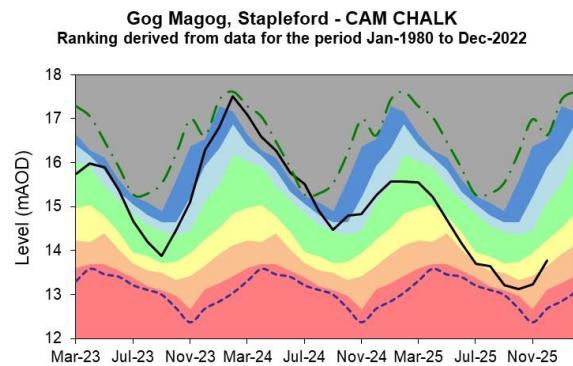
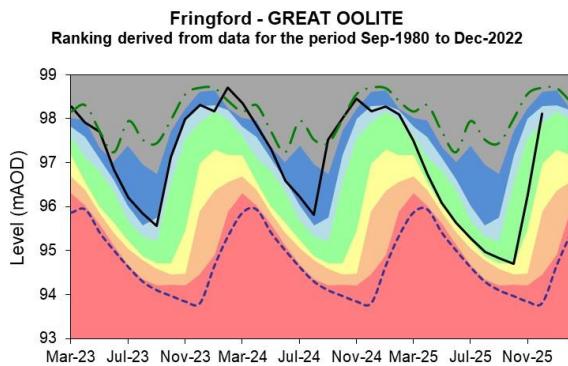


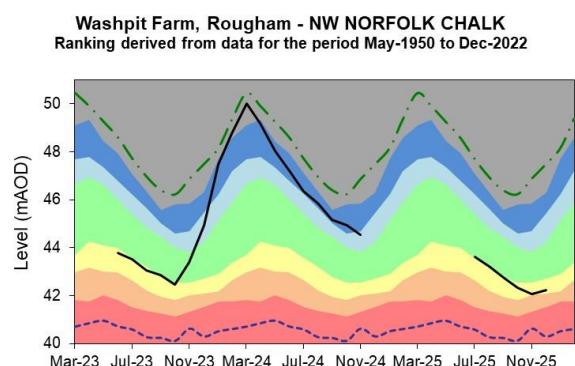
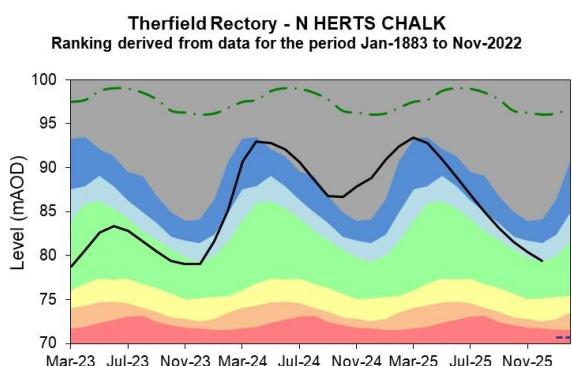
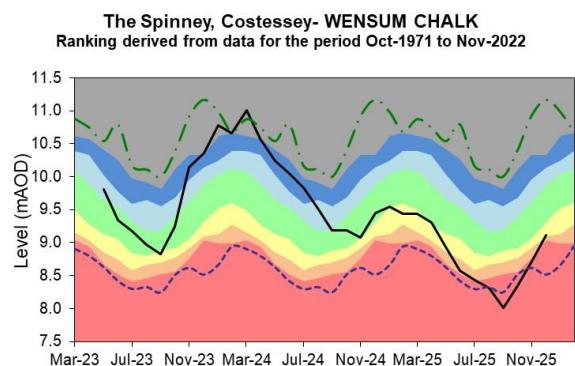
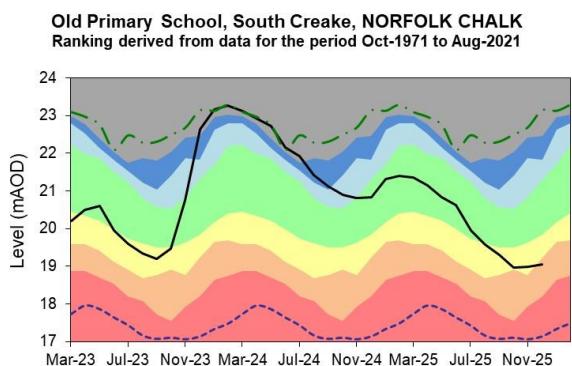
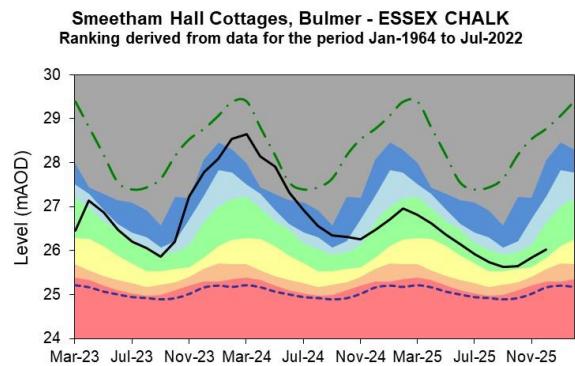
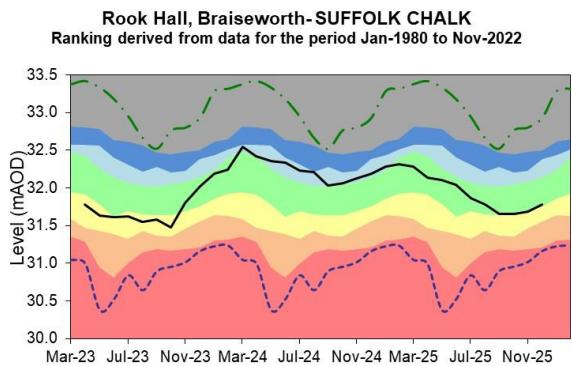
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2026.

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.







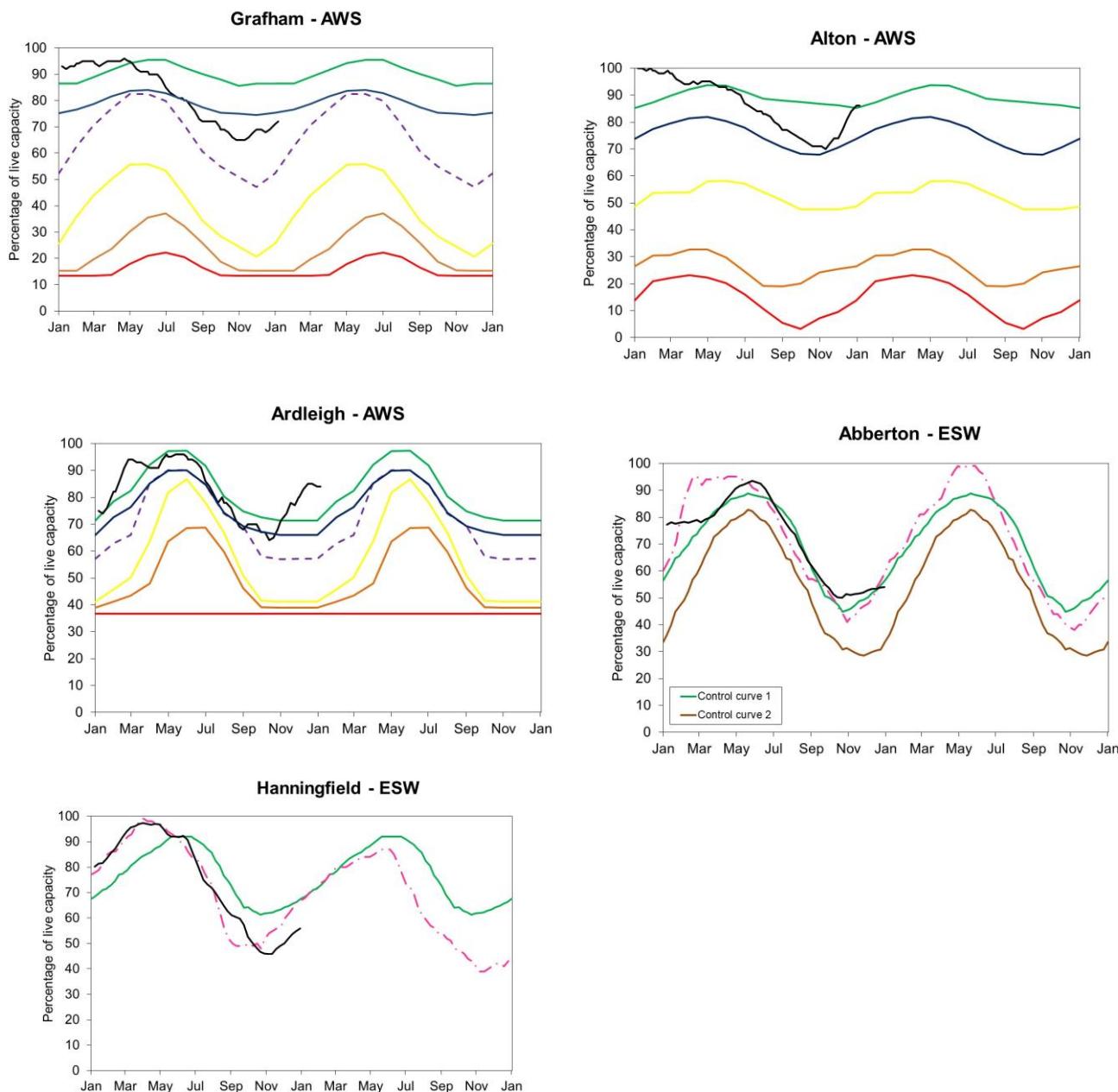
Source: Environment Agency, 2026.

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.

— 2024-2025 — Normal Operating Curve — Drought Curve - - - 1995-1996

— Level 1 — Level 2 — Level 3 — Level 4

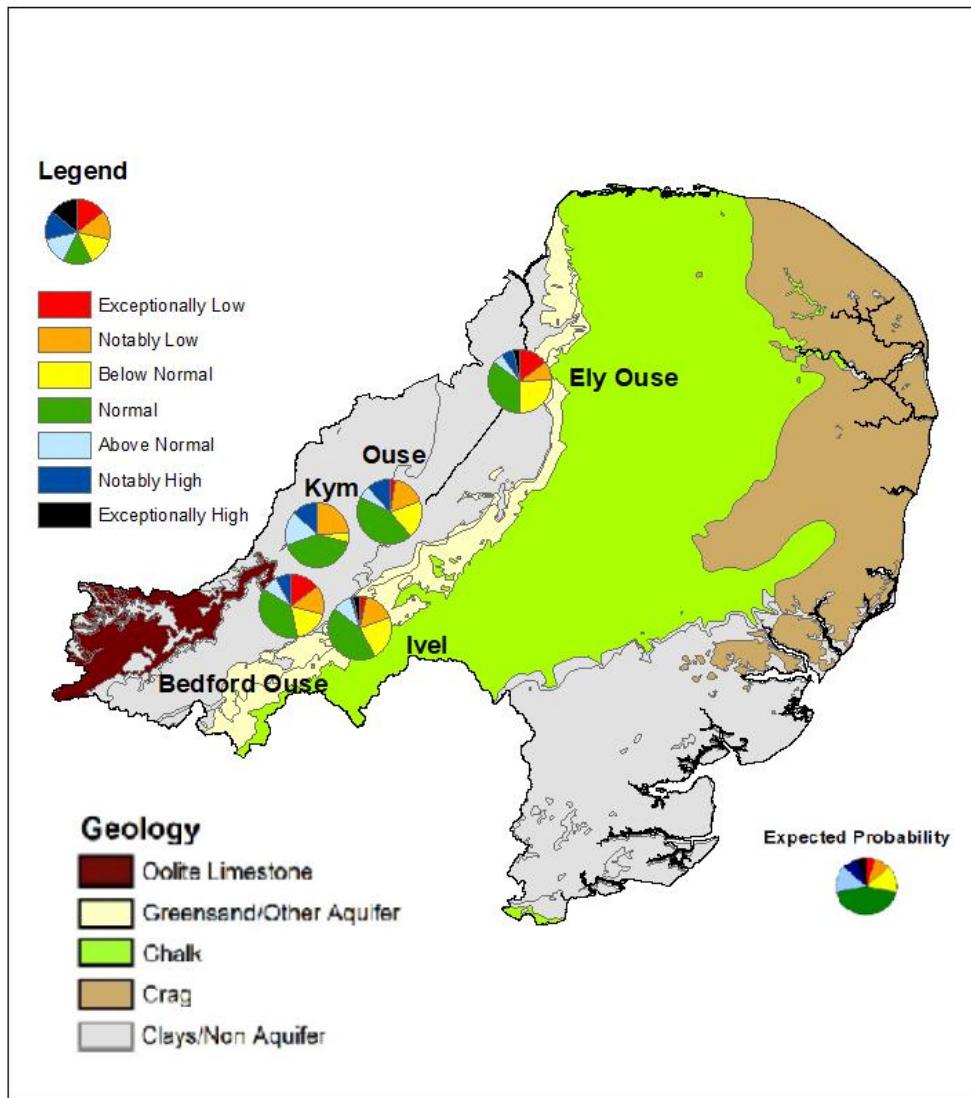


(Source: water companies. For more information on Anglian Water's reservoir level curves, please see Appendix 4 in their [Drought Plan](#)).

7 Forward look

7.1 Probabilistic ensemble projection of river flows at key sites in March 2026

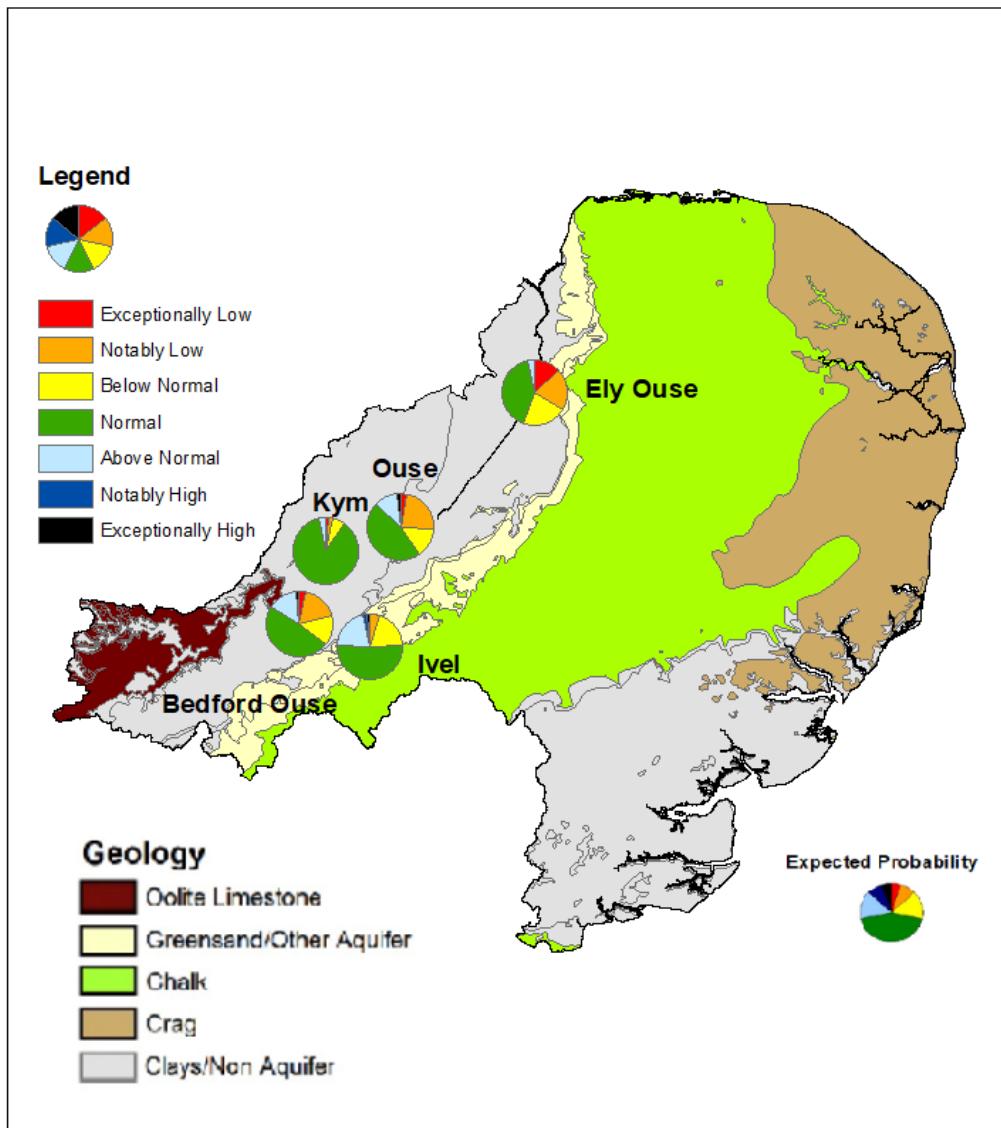
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2026.

7.2 Probabilistic ensemble projection of river flows at key sites in June 2026

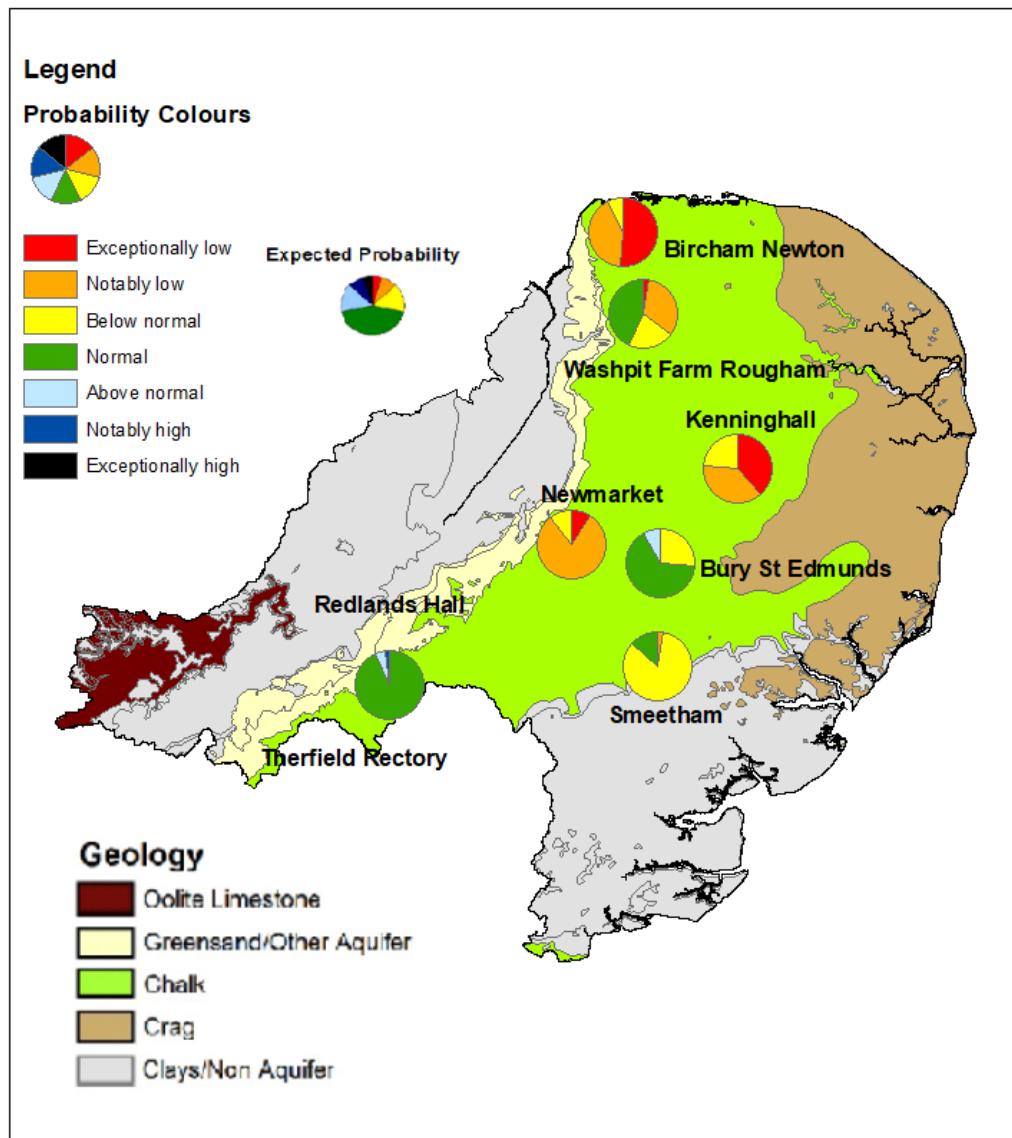
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2026

7.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

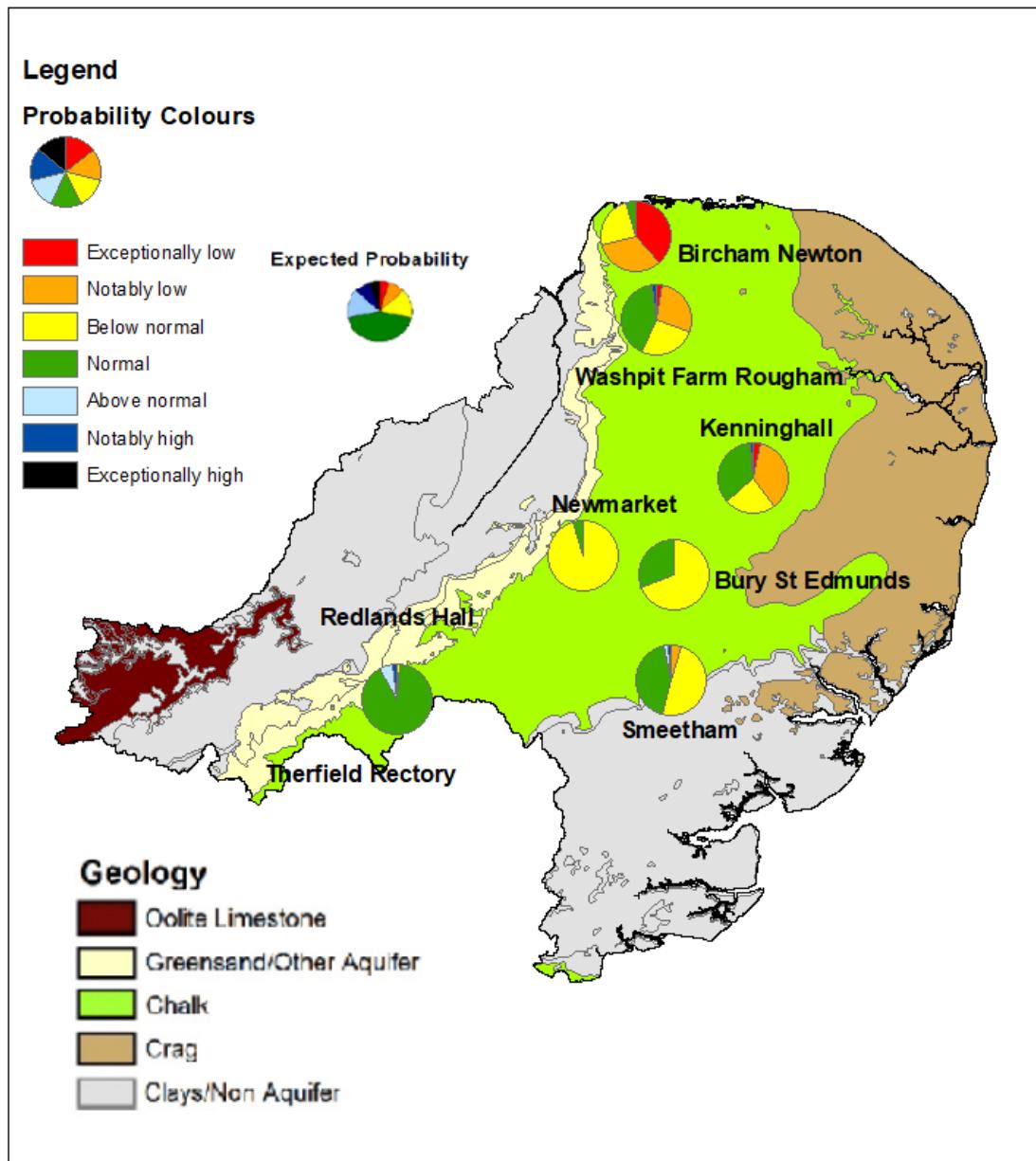
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
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7.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
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8 Glossary

8.1 Terminology

Aquifer

A geological formation able to store and transmit water.

Areal average rainfall

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

Artesian

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

Artesian borehole

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

Cumeecs

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 1991 to 2020. 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	Dec 2025 rainfall % of long term average 1991 to 2020	Dec 2025 band	Oct 2025 to December cumulative band	Jul 2025 to December cumulative band	Jan 2025 to December cumulative band
Broadland Rivers	69	Normal	Normal	Normal	Below normal
Cam	87	Normal	Above normal	Normal	Notably low
Central Area Fenland	96	Normal	Above normal	Normal	Below normal
East Suffolk	69	Normal	Above normal	Normal	Normal
Little Ouse And Lark	75	Normal	Above normal	Normal	Below normal
Lower Bedford Ouse	93	Normal	Above normal	Normal	Below normal
North Essex	75	Normal	Normal	Normal	Notably low
North Norfolk	73	Normal	Normal	Normal	Exceptionally low
Nw Norfolk And Wissey	80	Normal	Normal	Normal	Notably low
South Essex	72	Normal	Normal	Below normal	Notably low

Upper Bedford Ouse	113	Normal	Above normal	Normal	Below normal
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9.2 River flows table

Site name	River	Catchment	Dec 2025 band	Nov 2025 band
Abbey Heath	Little Ouse	Little Ouse	Below normal	Notably low
Blunham	Ivel	Ivel	Normal	Normal
Bramford	Gipping	Gipping	Below normal	Normal
Burnham Overy	Burn	Burn	Below normal	Below normal
Burnt Mill	Rhee	Rhee	Normal	Normal
Cappenhamb	Tove	Tove	Above normal	Normal
Colney	Yare	Yare	Normal	Normal
Denver	Ely Ouse	Cutoff and Renew Channel	Below normal	Below normal
Dernford	Cam	Cam	Below normal	Below normal
Heacham	Heacham	Heacham	Notably low	Below normal
Ingworth	Bure	Bure	Below normal	Normal
Lexden	Colne	Colne Essex	Normal	Normal
Marham	Nar	Nar	Below normal	Below normal
Needham Weir Total	Waveney (lower)	Waveney	Normal	Normal

Northwold Total	Wissey	Wissey	Below normal	Normal
Offord (gross Flows)	Great Ouse	Ouse Beds	Normal	Normal
Roxton	Great Ouse	Ivel	Normal	Normal
Springfield	Chelmer	Chelmer Upper	Normal	Normal
Swanton Morley Total	Wensum	Wensum	Normal	Normal
Temple	Lark	Lark	Normal	Normal
Willen	Ouzel	Ouzel	No data	No data

9.3 Groundwater table

Site name	Aquifer	End of Dec 2025 band	End of Nov 2025 band
Biggleswade	Ivel Woburn Sands	Normal	Normal
Bircham Newton	North West Norfolk Chalk	Notably low	Notably low
Breckland	Wissey Chalk	Notably low	Exceptionally low
Bury St Edmunds	Upper Lark Chalk	Normal	Normal
Castle Farm, Offton	East Suffolk Chalk	Below normal	Below normal
Gog Magog, Stapleford	Cam Chalk	Below normal	Notably low
Hazlewood Common	East Suffolk Crag	No data	No data
Hindolveston	Norfolk Chalk	Notably low	Exceptionally low
Kenninghall	Little Ouse Chalk	Normal	Below normal
Linton	Cam Chalk	Normal	Below normal
Newmarket	Snail Chalk	Normal	Below normal

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

9.4 Ensemble projections tables

9.4.1 Probabilistic ensemble projection of river flows at key sites in March 2026

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse Ely Ouse	Stiffkey Gipping	
Exceptionally low	15	0	3	3	15	No data
Notably low	15	24	16	16	9	No data
Below normal	18	5	23	19	26	No data
Normal	37	40	44	44	35	No data
Above normal	8	18	10	6	6	No data
Notably high	8	13	2	11	6	No data
Exceptionally high	0	0	3	0	4	No data

9.4.2 Probabilistic ensemble projection of river flows at key sites in June 2026

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse	Ely Ouse	Stiffkey	Gipping
Exceptionally low	3	2	0	3	13	No data	No data
Notably low	18	2	5	23	20	No data	No data
Below normal	15	6	19	15	22	No data	No data
Normal	48	87	52	47	41	No data	No data
Above normal	15	3	21	11	4	No data	No data
Notably high	0	0	2	0	0	No data	No data
Exceptionally high	2	0	2	2	0	No data	No data

9.4.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Washpit Farm	Bircham Newton	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	No data	9.2	No data	50.8	0.0	0.0	0.0
Notably low	0.0	No data	80.0	No data	41.5	61.5	0.0	3.1
Below normal	0.0	No data	10.8	No data	7.7	38.5	26.2	83.1
Normal	93.4	No data	0.0	No data	0.0	0.0	66.2	13.8
Above normal	4.9	No data	0.0	No data	0.0	0.0	7.7	0.0
Notably high	1.6	No data	0.0	No data	0.0	0.0	0.0	0.0
Exceptionally high	0.0	No data	0.0	No data	0.0	0.0	0.0	0.0

9.4.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Washpit Farm	Bircham Newton	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	No data	0.0	No data	38.5	3.1	0.0	0.0
Notably low	0.0	No data	0.0	No data	32.3	36.9	0.0	4.6
Below normal	1.6	No data	95.4	No data	24.6	23.1	69.2	49.2
Normal	90.2	No data	4.6	No data	4.6	35.4	30.8	43.1
Above normal	6.6	No data	0.0	No data	0.0	0.0	0.0	1.5
Notably high	1.6	No data	0.0	No data	0.0	1.5	0.0	1.5
Exceptionally high	0.0	No data	0.0	No data	0.0	0.0	0.0	0.0

Monthly water situation report: East Anglia

1 Summary - November 2025

East Anglia rainfall for November 2025 ranged from 79% to 196% of the long term average for the month. Above average rainfall was received in all catchments, except for South Essex which received below average rainfall. The soil moisture deficit for East Anglia reduced by approximately 74mm from October to November, following above average rainfall. The soil moisture deficit has been categorised as normal for the time of year. River flows increased at all sites in November 2025, with the majority of sites categorised as normal or below normal. Groundwater levels at approximately 50% of the report sites continued to recede, with approximately 50% of the sites showing groundwater recharge. The majority of groundwater report sites were categorised as normal to notably low for the time of year. Public water supply reservoirs within East Anglia ended November 2025 with levels ranging from 50% to 80% of full storage capacity.

1.1 Rainfall

November 2025 rainfall totals across East Anglia ranged from 79% to 196% of the long term average [LTA] for the month. The Upper and Lower Bedford Ouse catchments recorded the highest rainfall totals, receiving respectively 123mm and 112mm across the month. The average rainfall across East Anglia for November 2025 was 101mm, which is 161% of the historic LTA and is considered notably high for the time of year. All catchments across East Anglia recorded above normal or higher rainfall in November, except for South Essex which recorded the lowest rainfall total of 46mm, which is considered normal for the time of year. Over the past 3 months rainfall has been approximately average or above, with East Suffolk recording the highest LTA of 132%.

1.2 Soil moisture deficit and recharge

The soil moisture deficit [SMD] for East Anglia at the end of November 2025 was 28mm. The SMD has continued to decrease following above average rainfall and is considered normal for the time of year. South Essex, Central Area Fenland and North West Norfolk and Wissey catchments have the highest SMD values ranging between 41 to 70mm. All other catchments had SMD values ranging between 11mm to 40mm.

1.3 River flows

Following above average rainfall in nearly all catchments, the November 2025 month mean flow at all river flow report sites, was higher than the October 2025 month mean flow. All report sites in the east of the area recorded normal flows for the time of year. In the west, the Little Ouse catchment recorded 41% of the LTA, which is considered notably low for the time of

year. The Burn, Heacham, Nar, Ely Ouse and Cam catchments all recorded below normal flows. All other flow report sites in the west of the area recorded normal flows, with the Ivel recording the highest LTA at 94%.

1.4 Groundwater levels

Groundwater levels have continued to recede at 8 report sites, with a drop in level from October to November. Report sites Breckland, Hindolveston and The Spinney were all categorised as exceptionally low for the time of year. Groundwater recovery has been observed at 9 report sites, with an increase in level from October to November. The majority of report sites ended November 2025 with groundwater levels categorised as normal or below normal for the time of year. Therfield Rectory, North Hertfordshire Chalk, continues to be atypical for the area, with above normal groundwater levels for the time of year. This is likely to be the result of a locally exceptional recharge season, with the September 2024 to February 2025 rainfall in the Upper Bedford Ouse catchment being the fifth wettest September to February rainfall total on record (1871-2025) for that catchment.

1.5 Reservoir stocks

All public water supply reservoirs have seen refill in November 2025, with levels ranging from 50% to 80% of full storage capacity. Alton Water, Grafham and Hanningfield reservoirs ended the month with levels below their respective normal operating curves.

1.6 Forward look

1.6.1 Probabilistic ensemble projections for river flows at key sites

River flow projections at all key sites show a high probability of below normal to notably low flows for December 2025. The Ivel has the highest probability of normal flows for December 2025. Projections for March 2026 show a high probability of normal to exceptionally low flows at all report sites.

1.6.2 Probabilistic ensemble projections for groundwater levels in key aquifers

Groundwater projections for March 2026 show a high probability of below normal to exceptionally low levels at most forecast sites. Projections for September 2026 show a high probability of normal to exceptionally low levels. The Therfield Rectory groundwater level projection shows an 89% probability of normal groundwater levels by March and September 2026.

Author: Hydrology Team, hydrology-ean-and-lna@environment-agency.gov.uk

All data are provisional and may be subject to revision. The views expressed in this document are not necessarily those of the Environment Agency. Its officers, servants or agents accept no liability for any loss or damage arising from the interpretation or use of the information, or reliance upon views contained in this report.

*[SMD]: soil moisture deficits

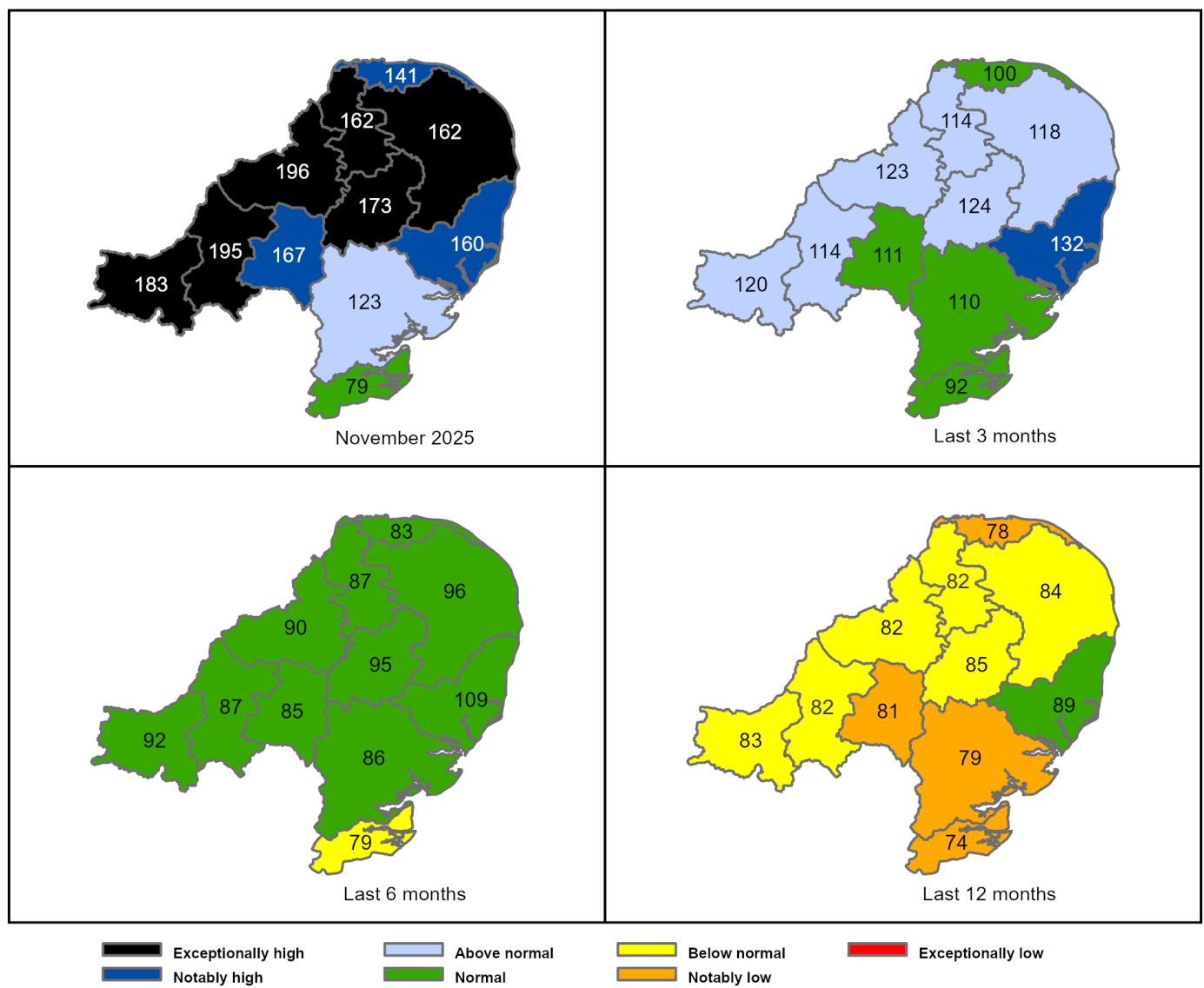
*[LTA]: long term average

Contact Details: 03708 506 506

2 Rainfall

2.1 Rainfall map

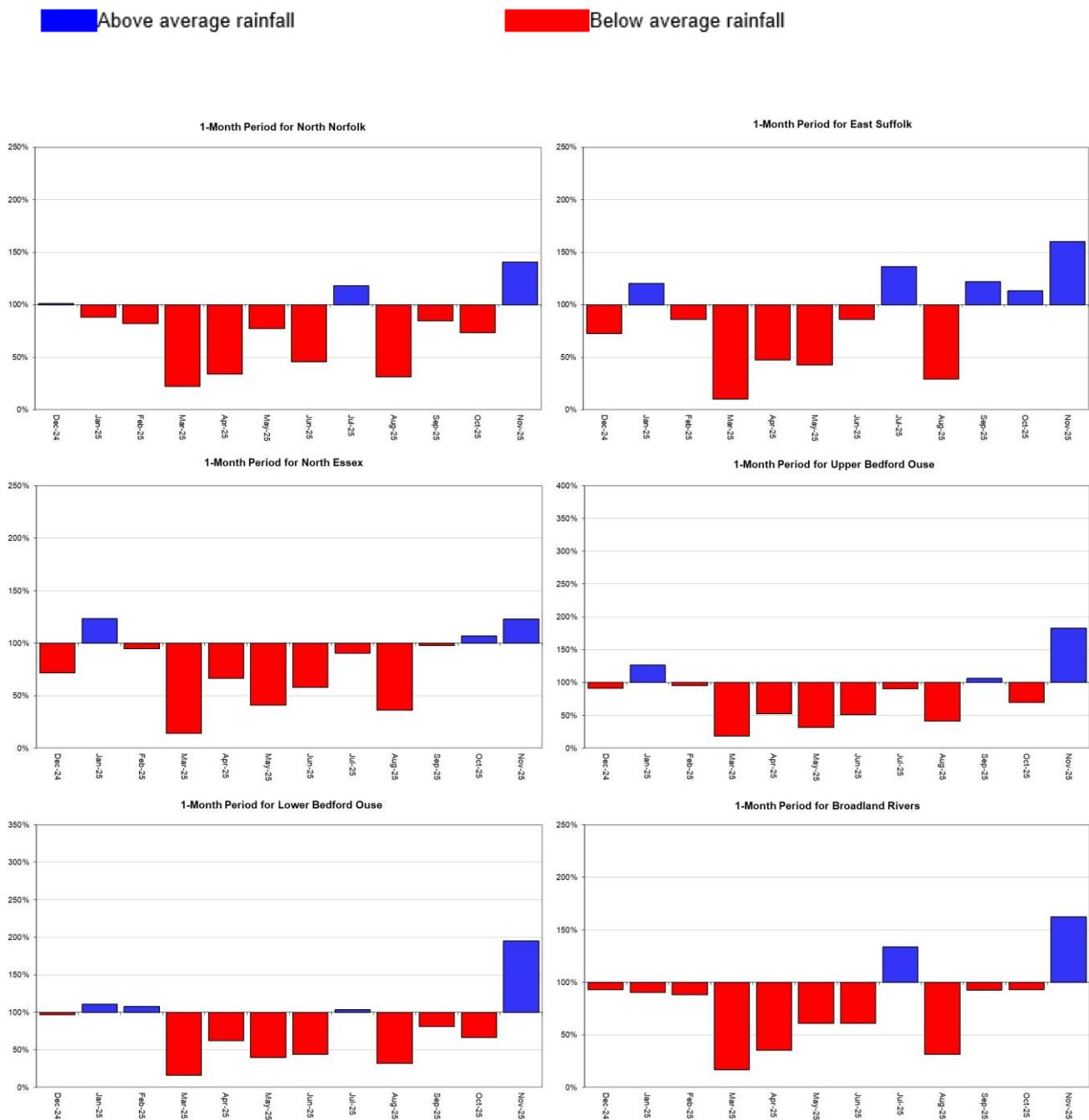
Figure 2.1: Total rainfall for hydrological areas across East Anglia, expressed as a percentage of long term average rainfall for the current month (up to 30 November 2025), the last 3 months, the last 6 months, and the last 12 months. Category classes are based on an analysis of respective historic totals. Table available in the appendices with detailed information.

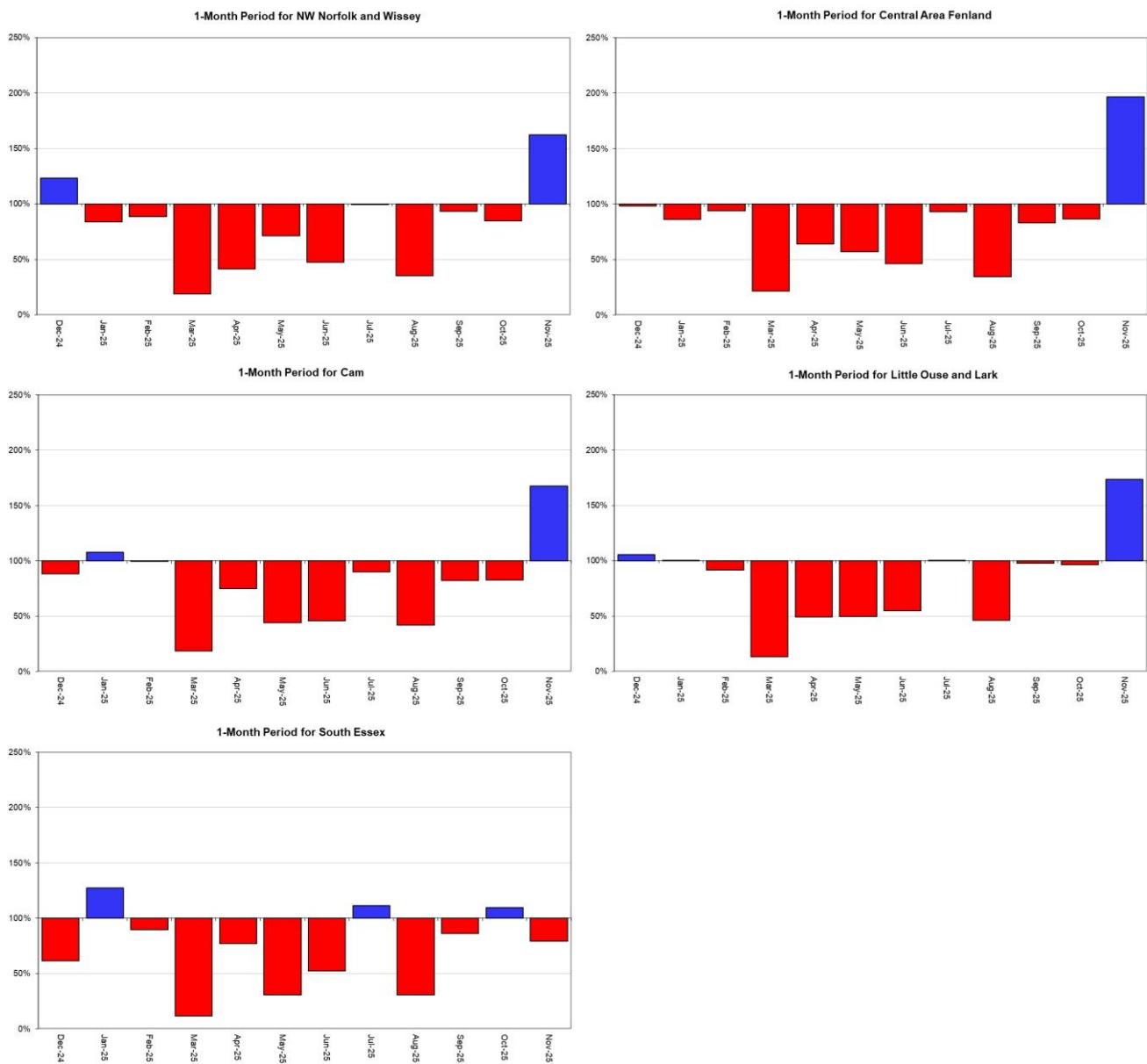


HadUK data based on the Met Office 1km gridded rainfall dataset derived from rain gauges (Source: Met Office. Crown copyright, 2025). Provisional data based on Environment Agency 1km gridded rainfall dataset derived from Environment Agency intensity rain gauges. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

2.2 Rainfall charts

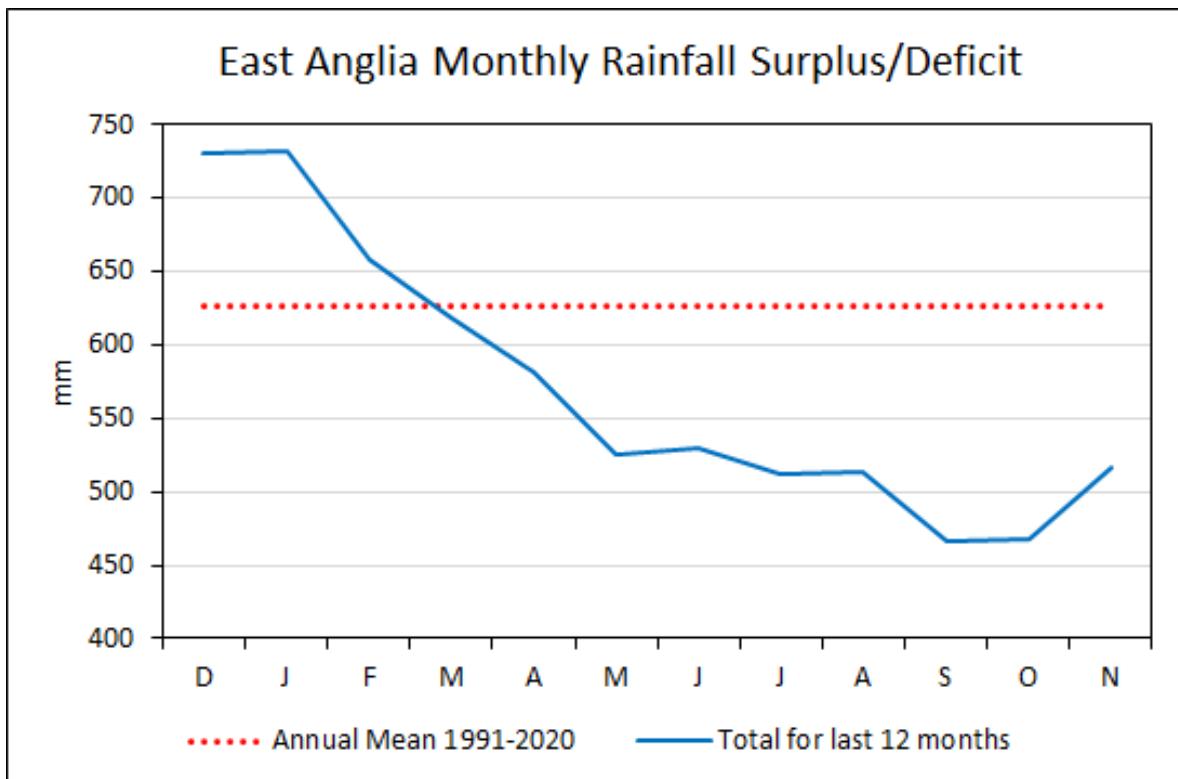
Figure 2.2: Monthly rainfall totals for the past 12 months as a percentage of the 1991 to 2020 long term average for each region and for England.





HadUK rainfall data. (Source: Met Office. Crown copyright, 2025).

2.3 Monthly rainfall surplus/deficit chart



HadUK rainfall data. (Source: Met Office. Crown copyright, 2025).

3 Soil moisture deficit

3.1 Soil moisture deficit map

Figure 3.1: Soil moisture deficit values for 30 November 2025. Values based on the weekly MORECS data for real land use.

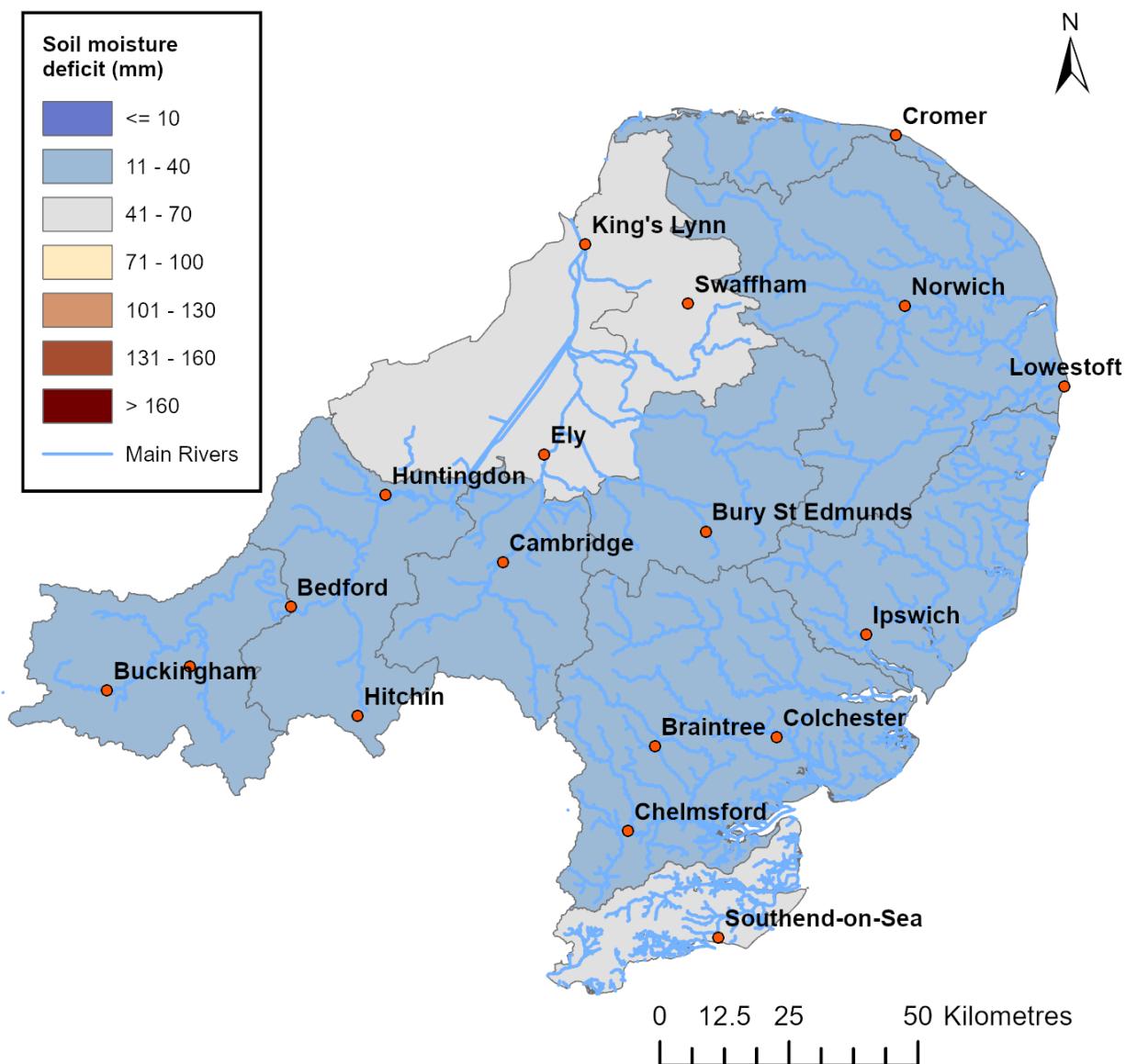
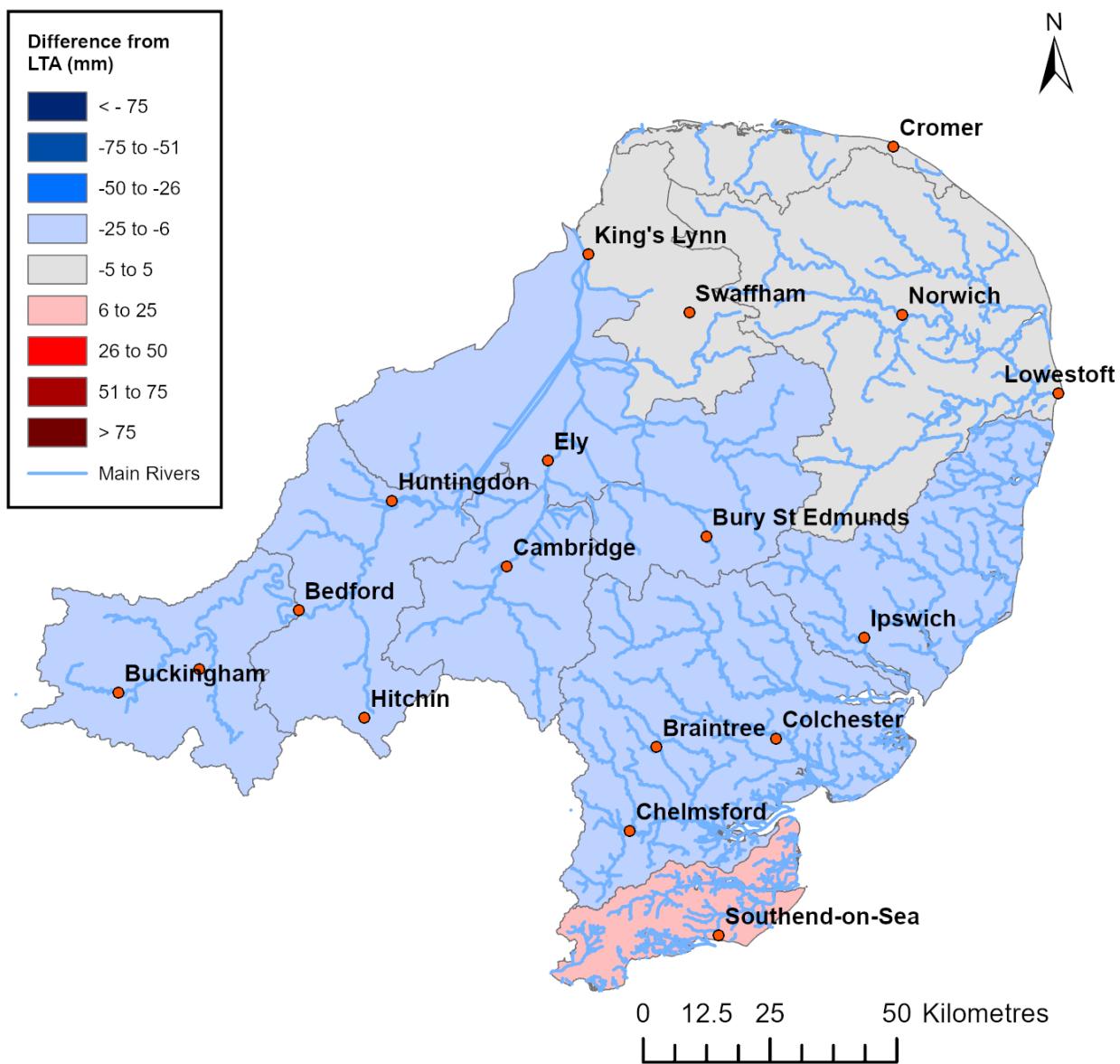


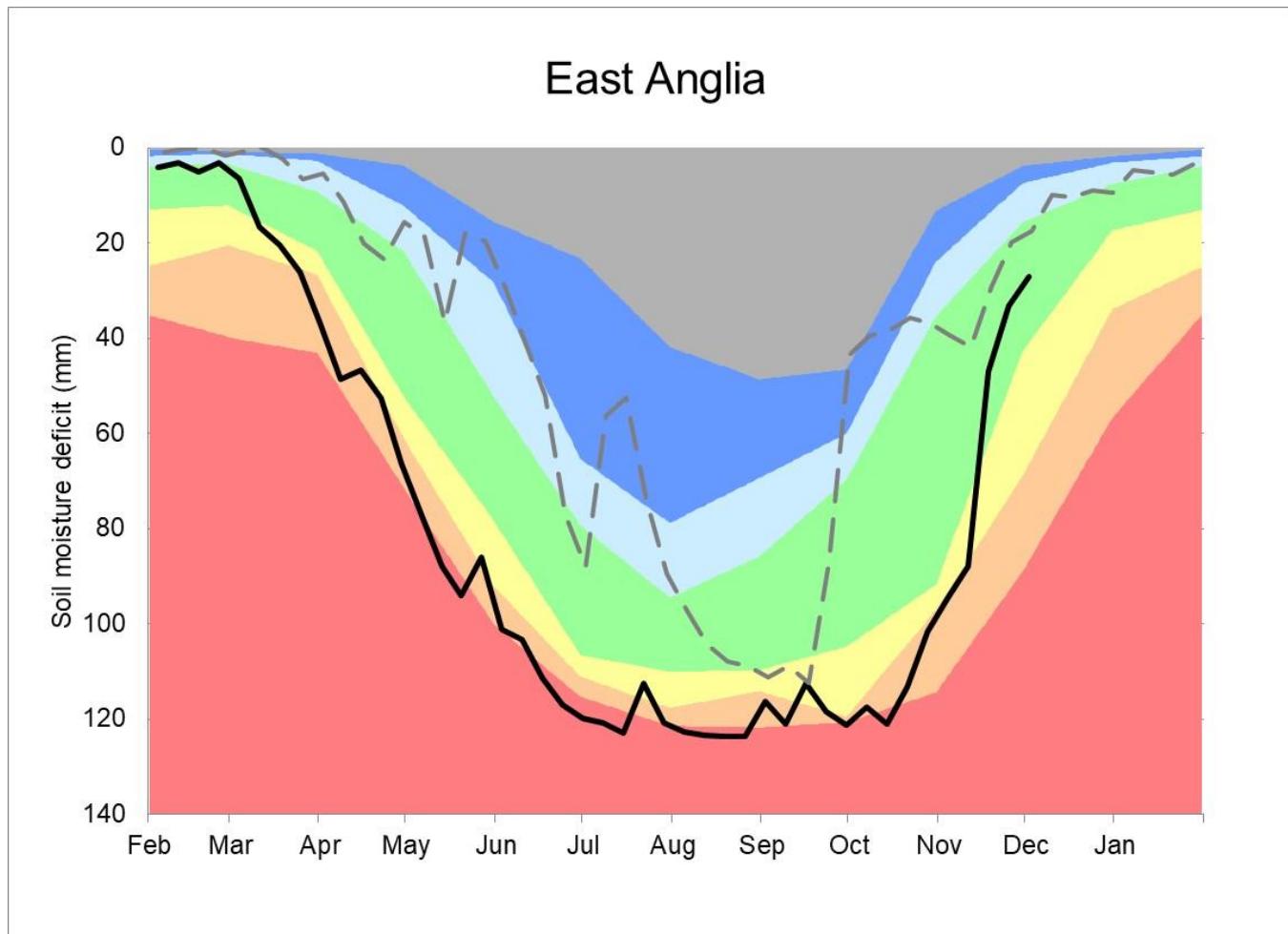
Figure 3.2: Difference between soil moisture deficit values for 30 November 2025 and the long term average soil moisture deficit values for the end of November. Values based on the weekly MORECS data for real land use.



(Source: Met Office. Crown copyright, 2025). All rights reserved. Environment Agency, 100024198, 2025.

3.2 Soil moisture deficit charts

Figure 3.2: Latest soil moisture deficit compared to an analysis of historic 1991 to 2020 long term data set. Weekly MORECS data for real land use.

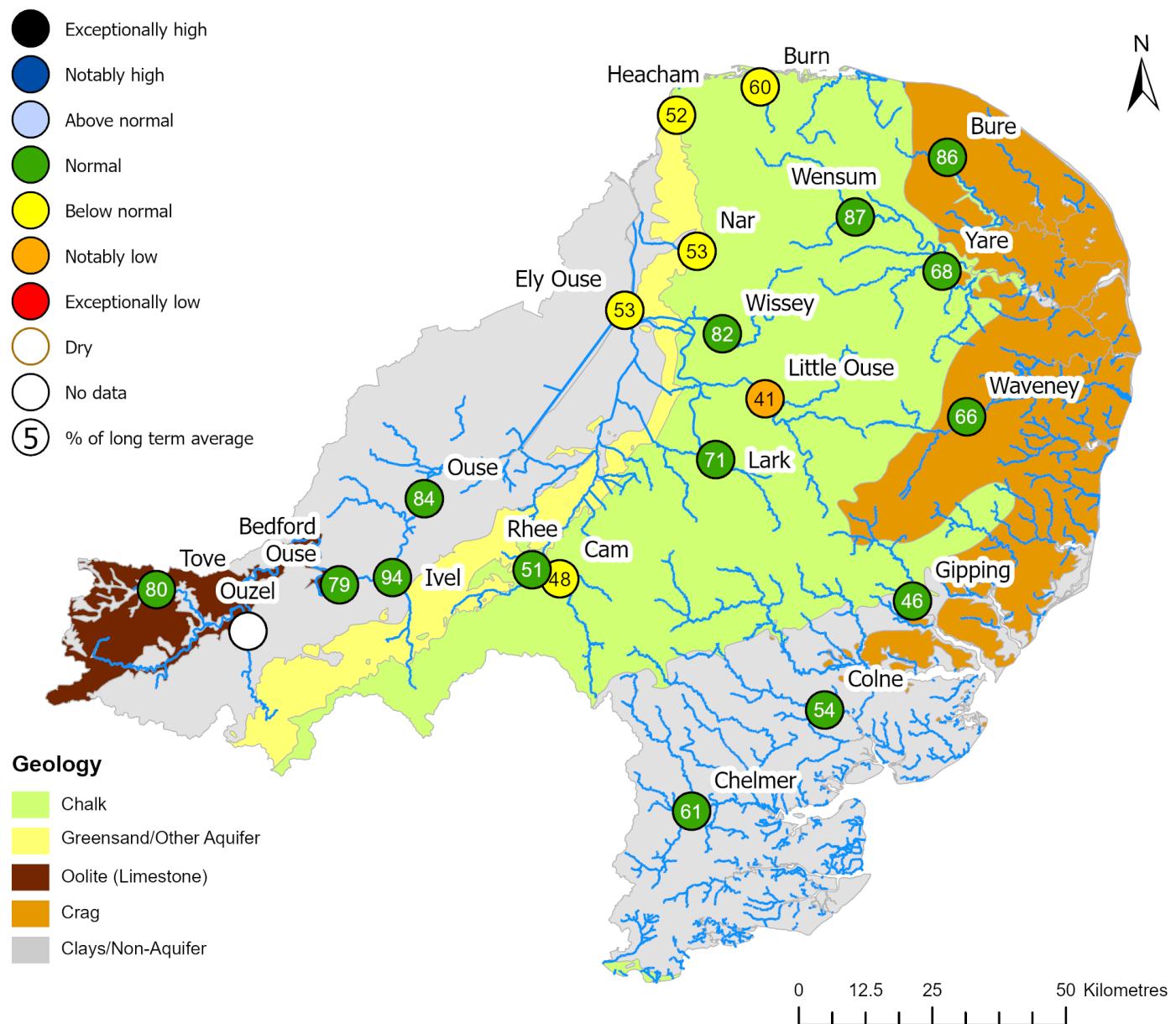


(Source: Met Office. Crown copyright, 2025). All rights reserved. Environment Agency, 100024198, 2025

4 River flows

4.1 River flows map

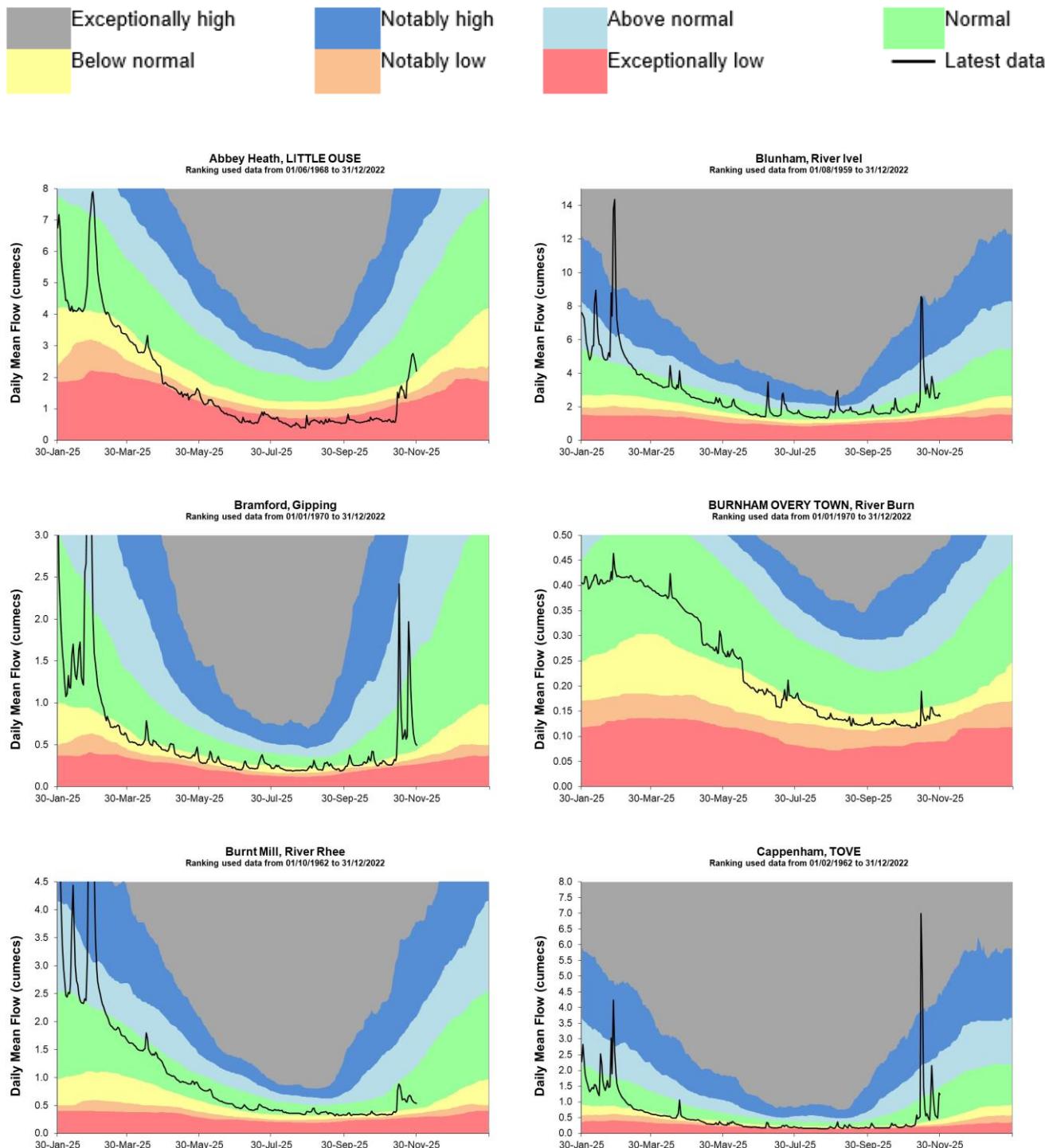
Figure 4.1: Monthly mean river flow for indicator sites for November 2025, expressed as a percentage of the respective long term average and classed relative to an analysis of historic November monthly means Table available in the appendices with detailed information.

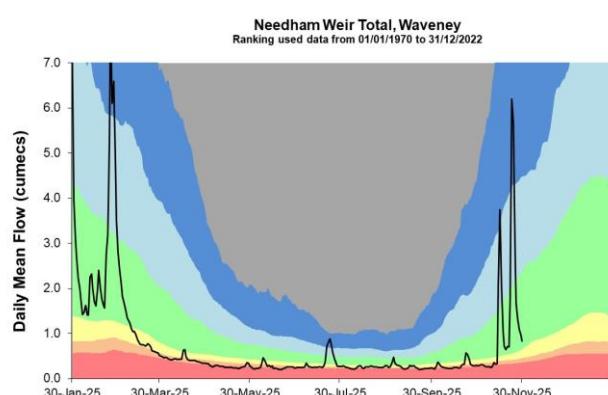
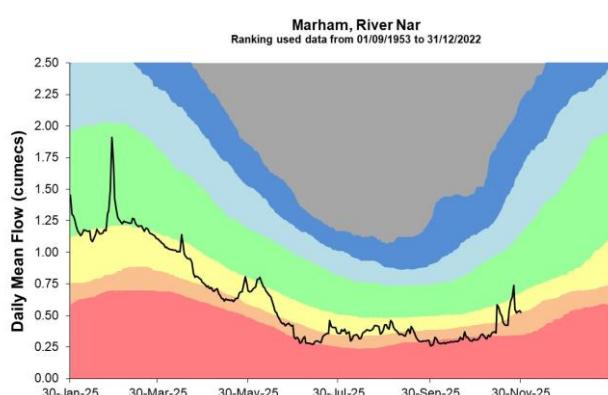
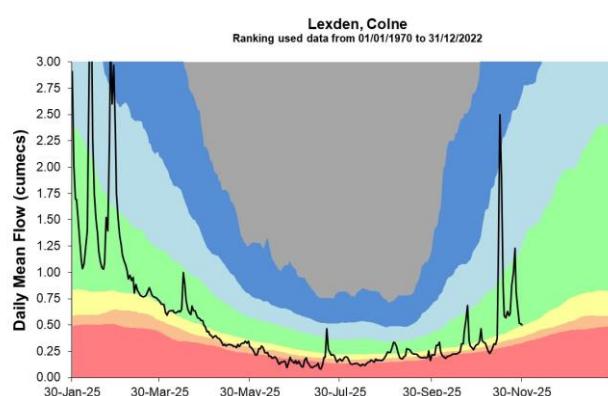
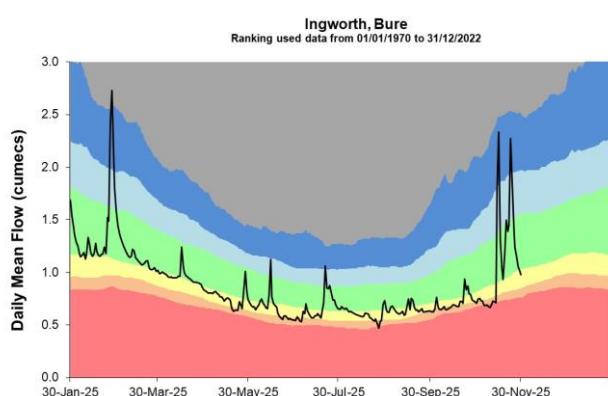
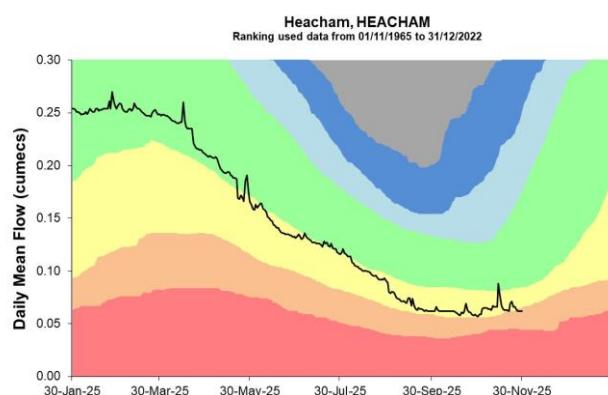
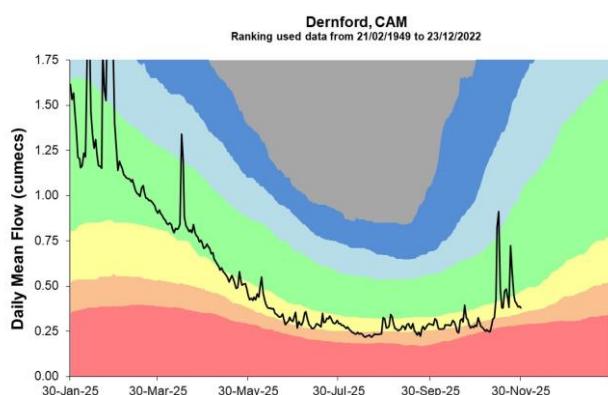
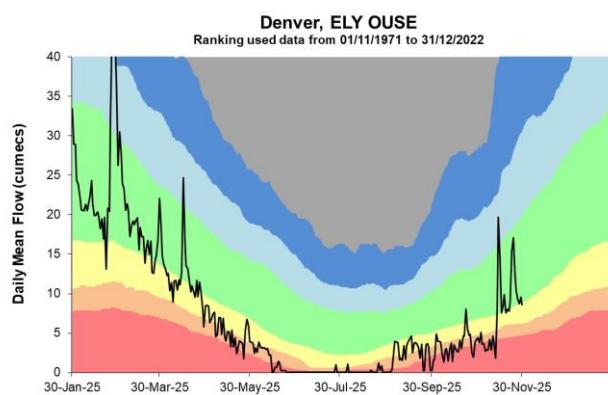
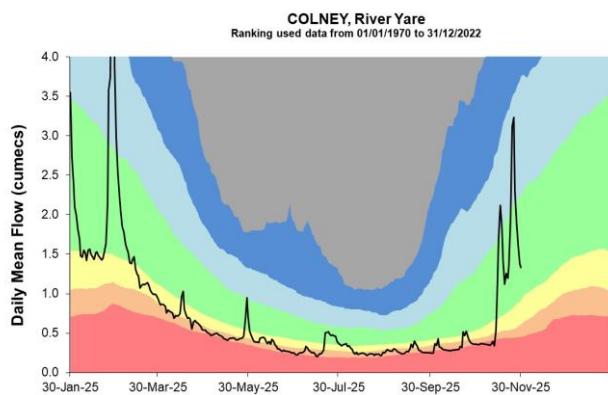


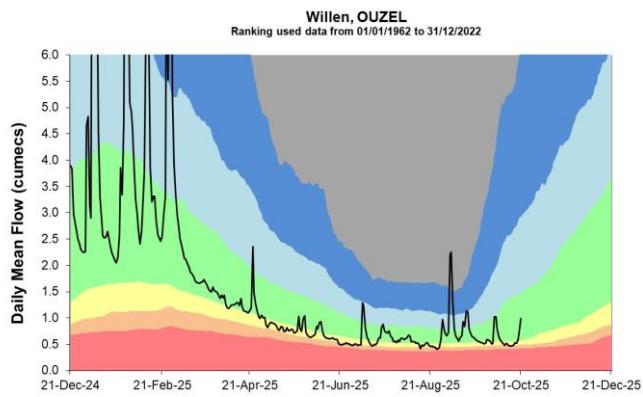
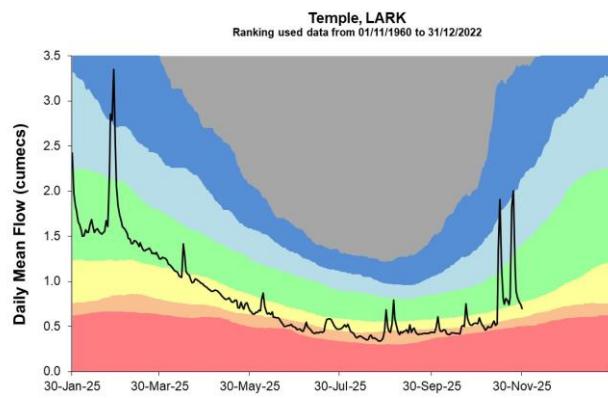
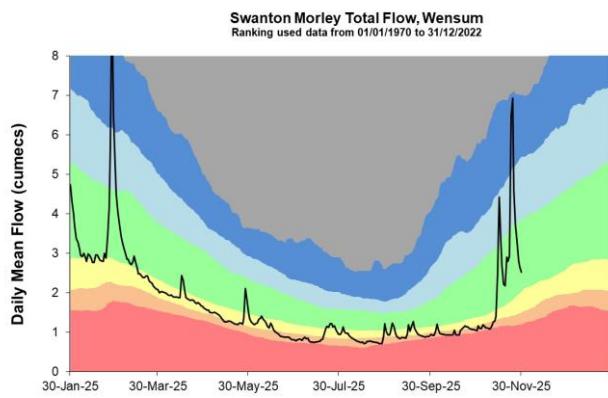
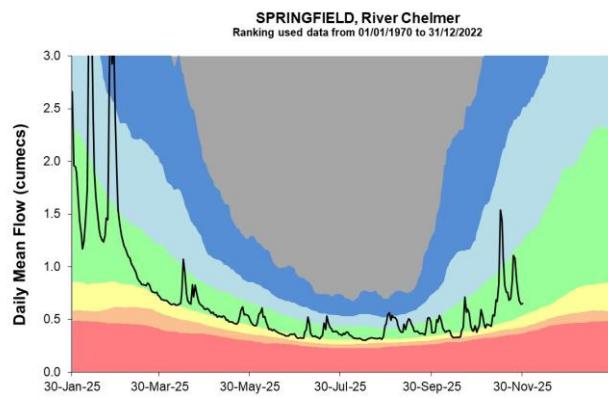
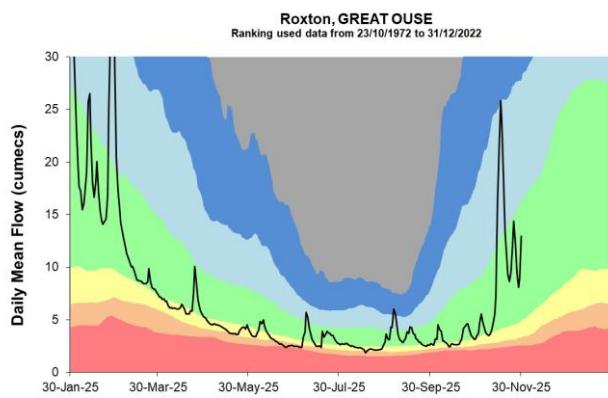
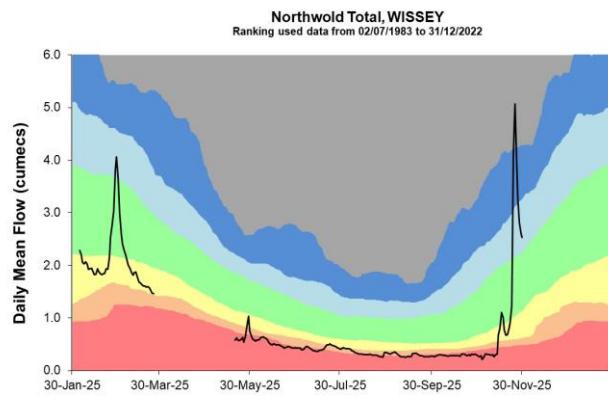
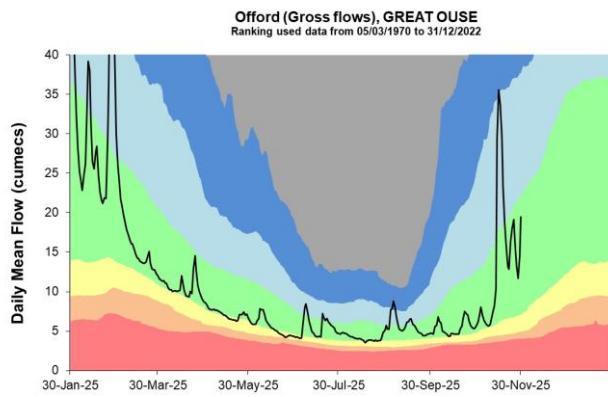
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

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.





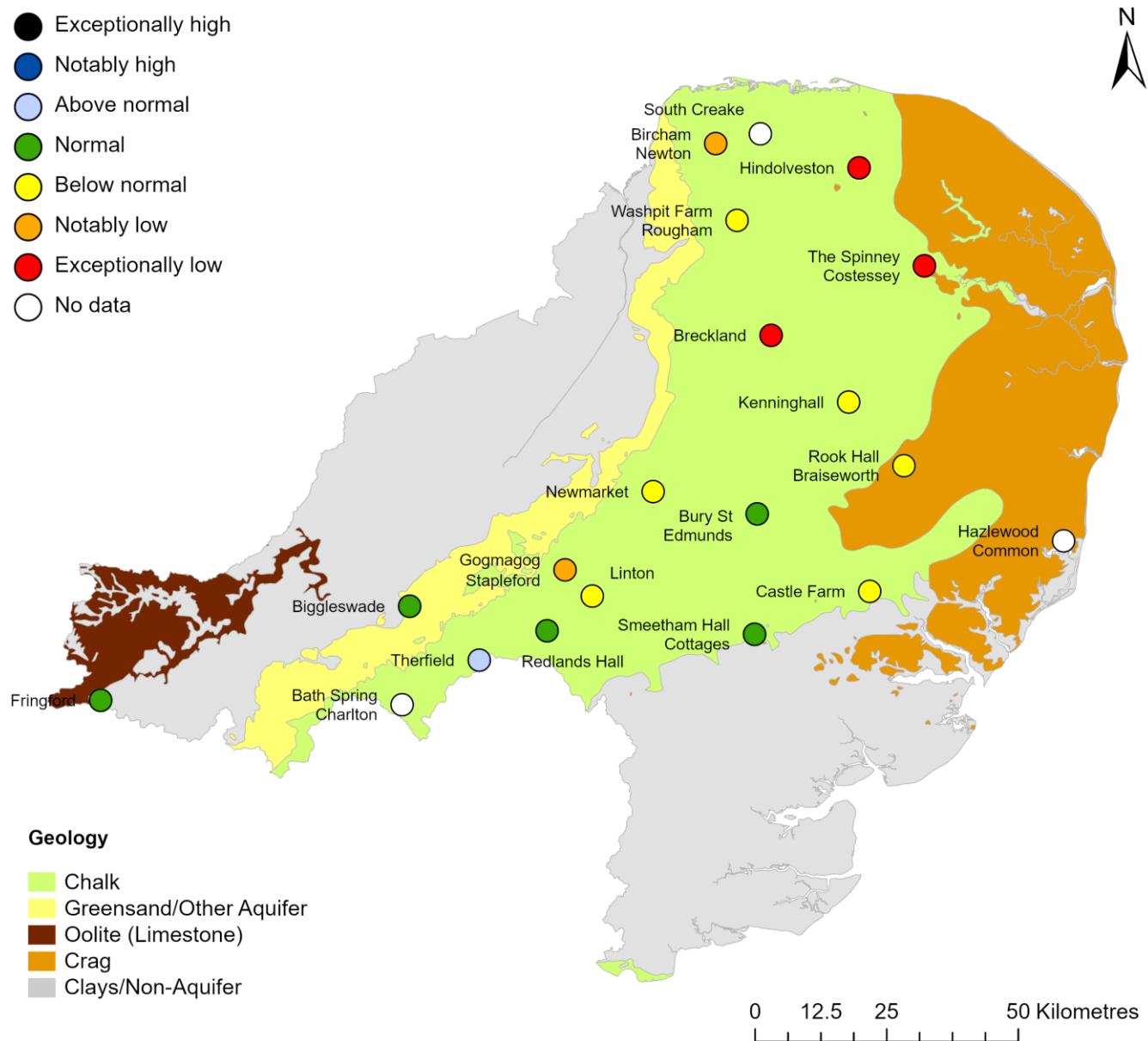


Source: Environment Agency.

5 Groundwater levels

5.1 Groundwater levels map

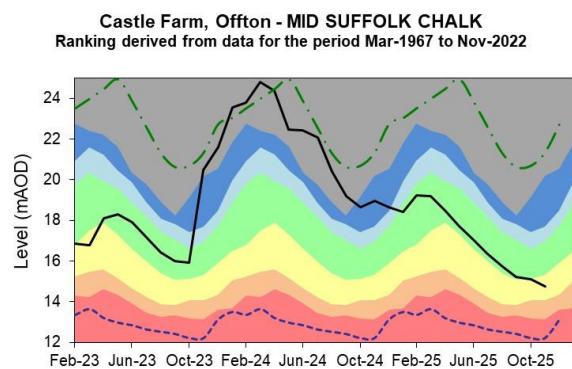
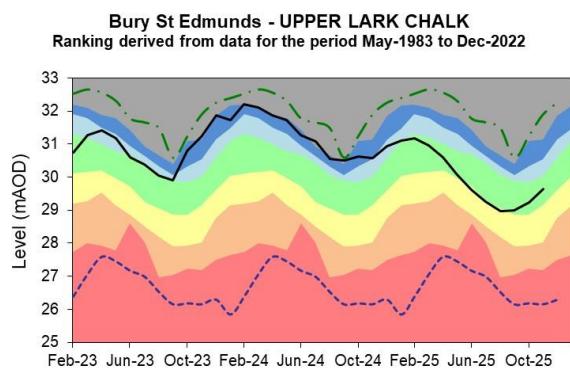
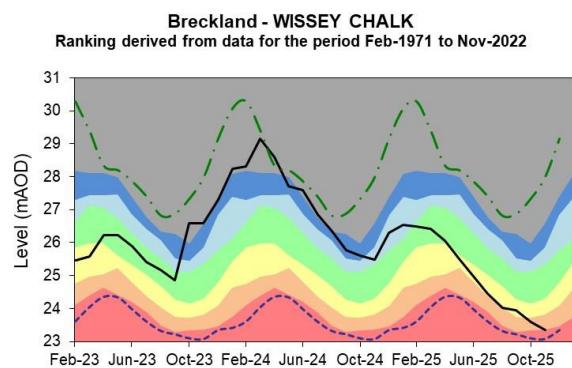
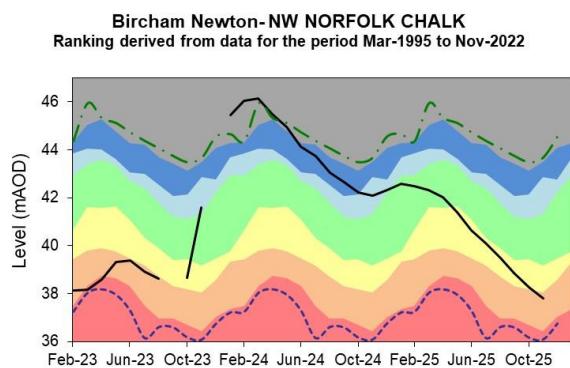
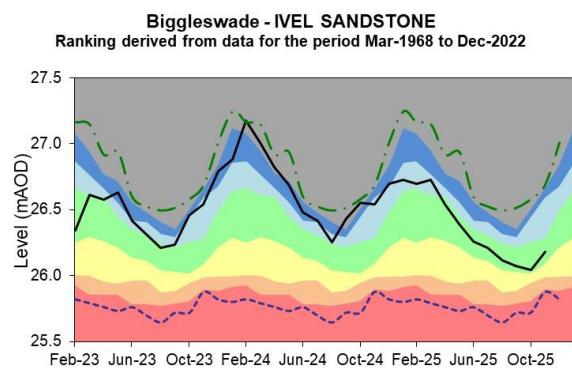
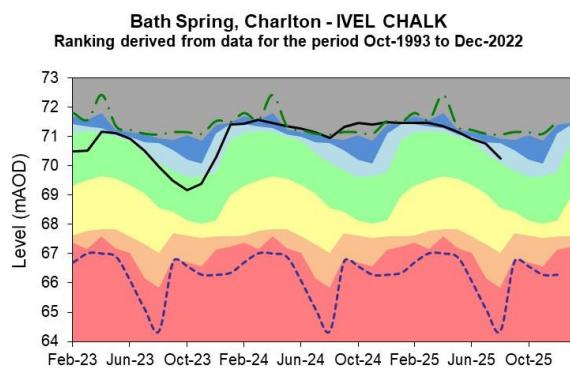
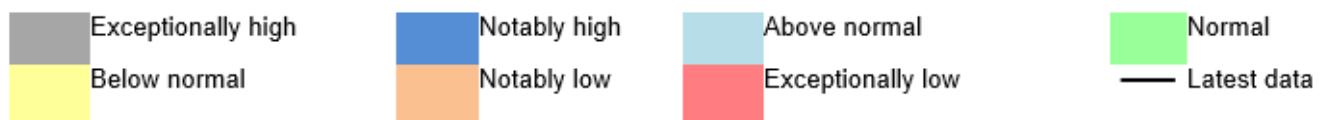
Figure 5.1: Groundwater levels for indicator sites at the end of November 2025, classed relative to an analysis of respective historic November levels. Table available in the appendices with detailed information.

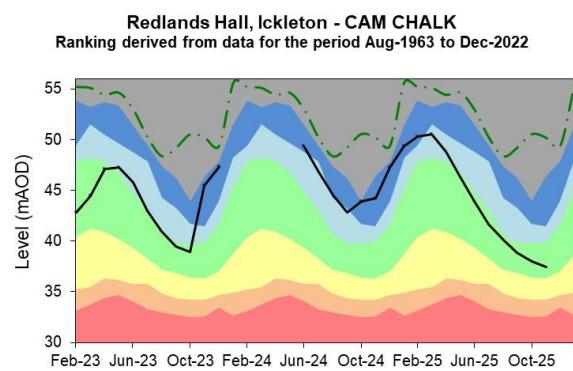
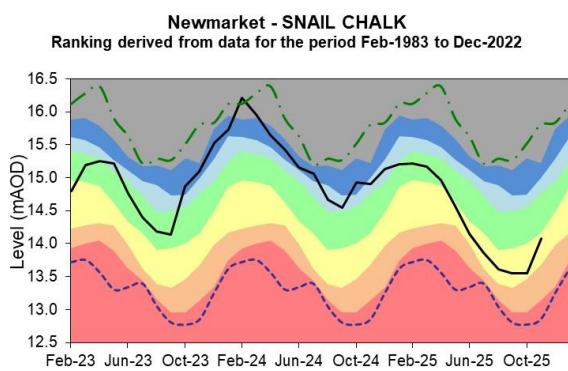
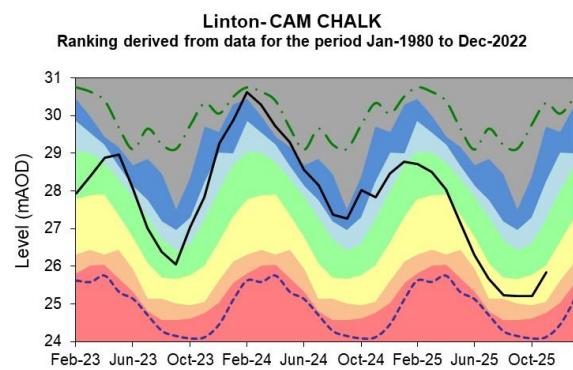
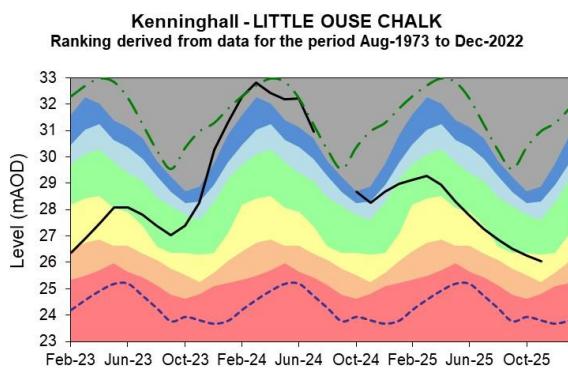
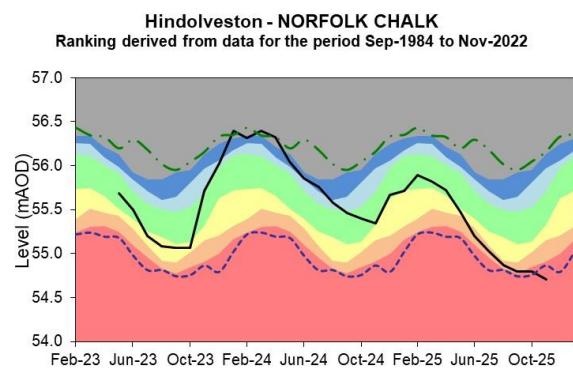
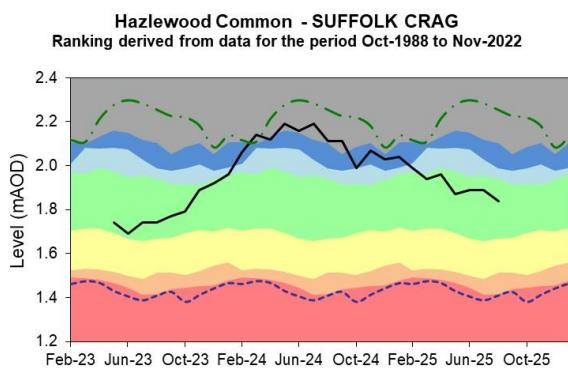
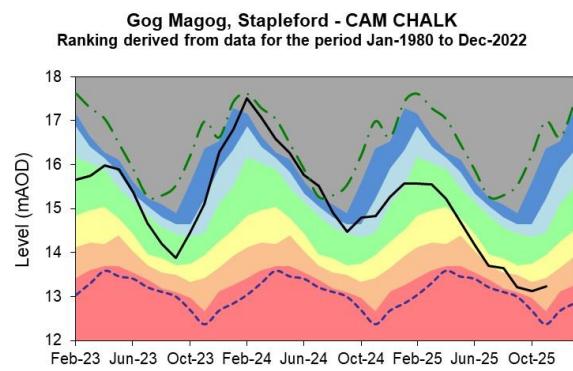
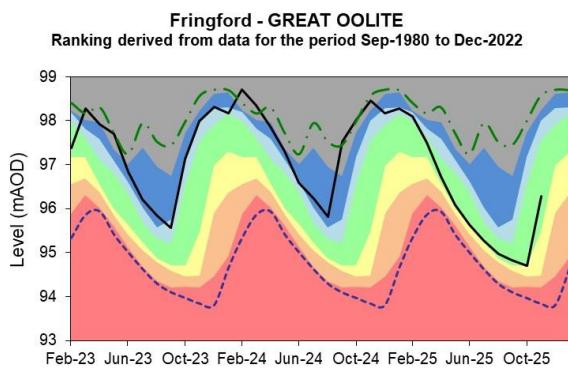


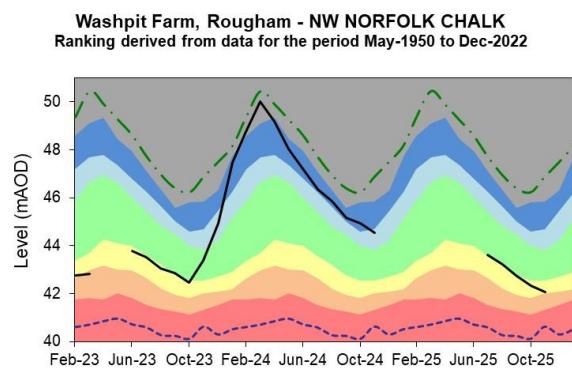
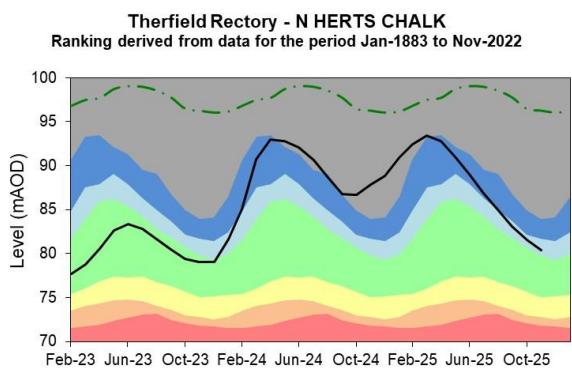
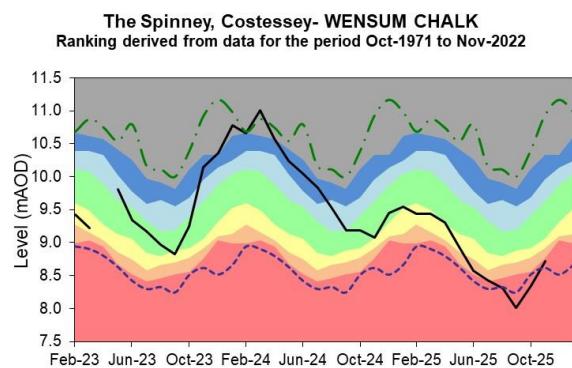
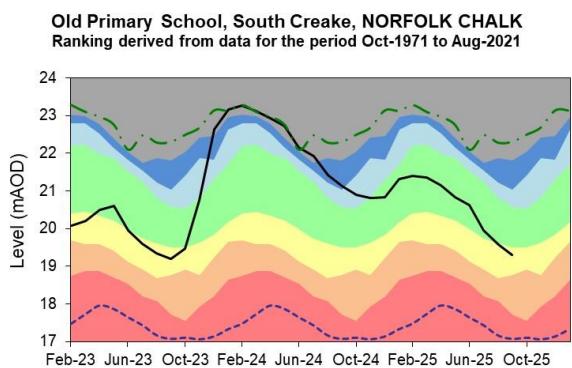
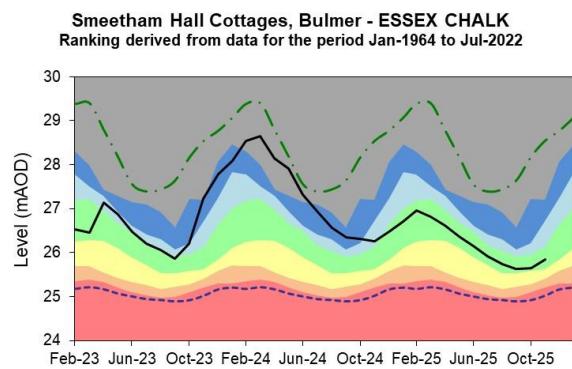
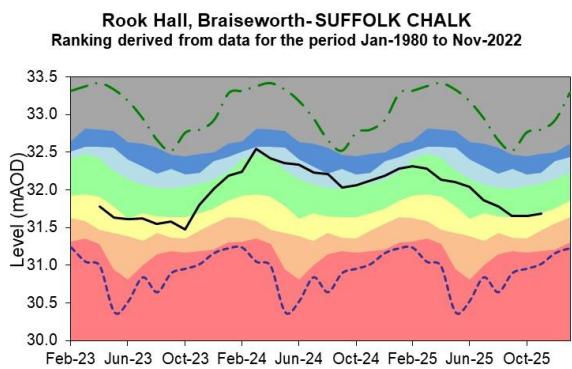
(Source: Environment Agency). Geological map reproduced with kind permission from UK Groundwater Forum, BGS copyright NERC. Crown copyright. All rights reserved. Environment Agency, 100024198, 2025.

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.





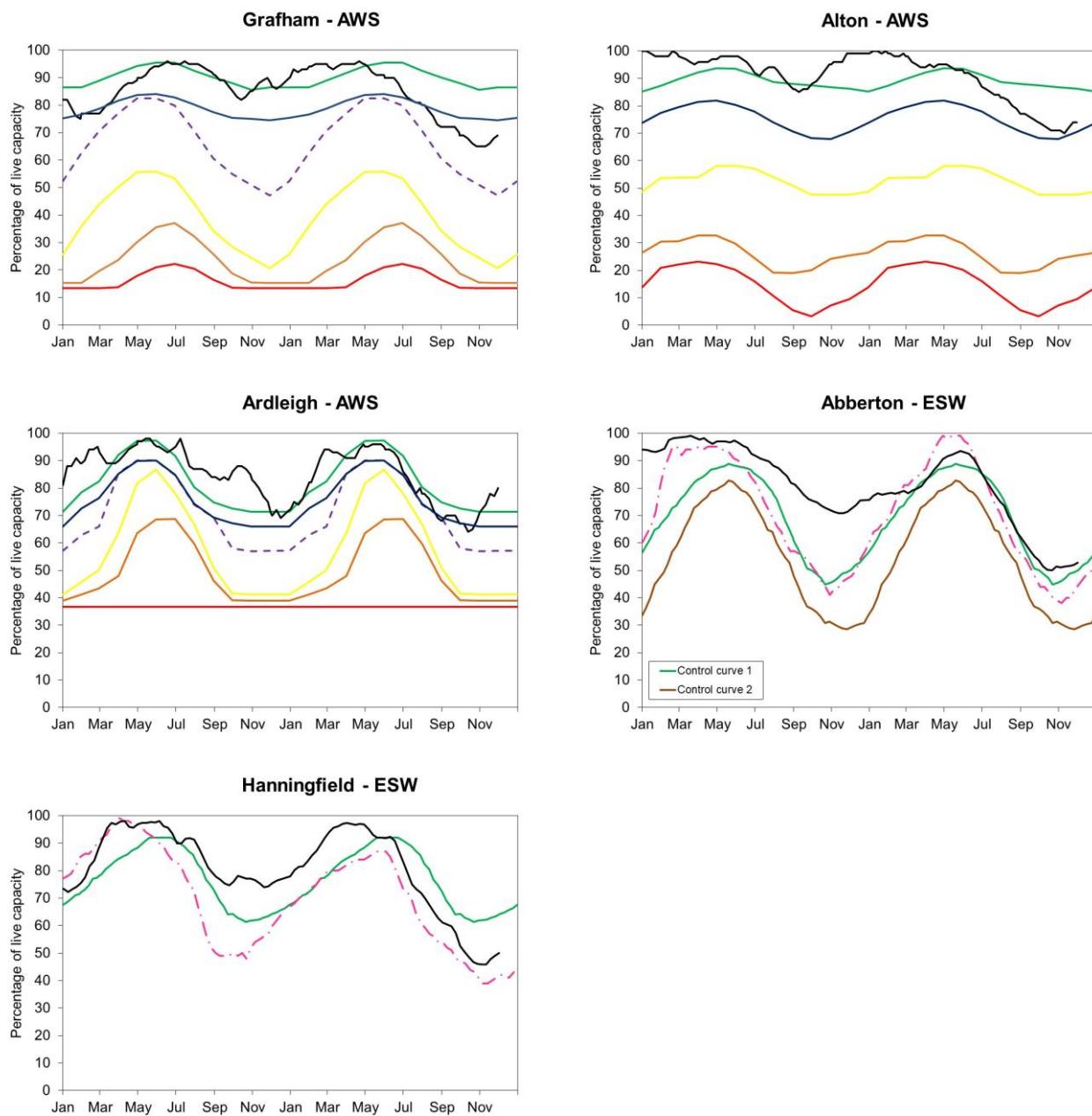


Source: Environment Agency, 2025.

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.

— 2024-2025 — Normal Operating Curve — Drought Curve — 1995-1996
 — Level 1 — Level 2 — Level 3 — Level 4

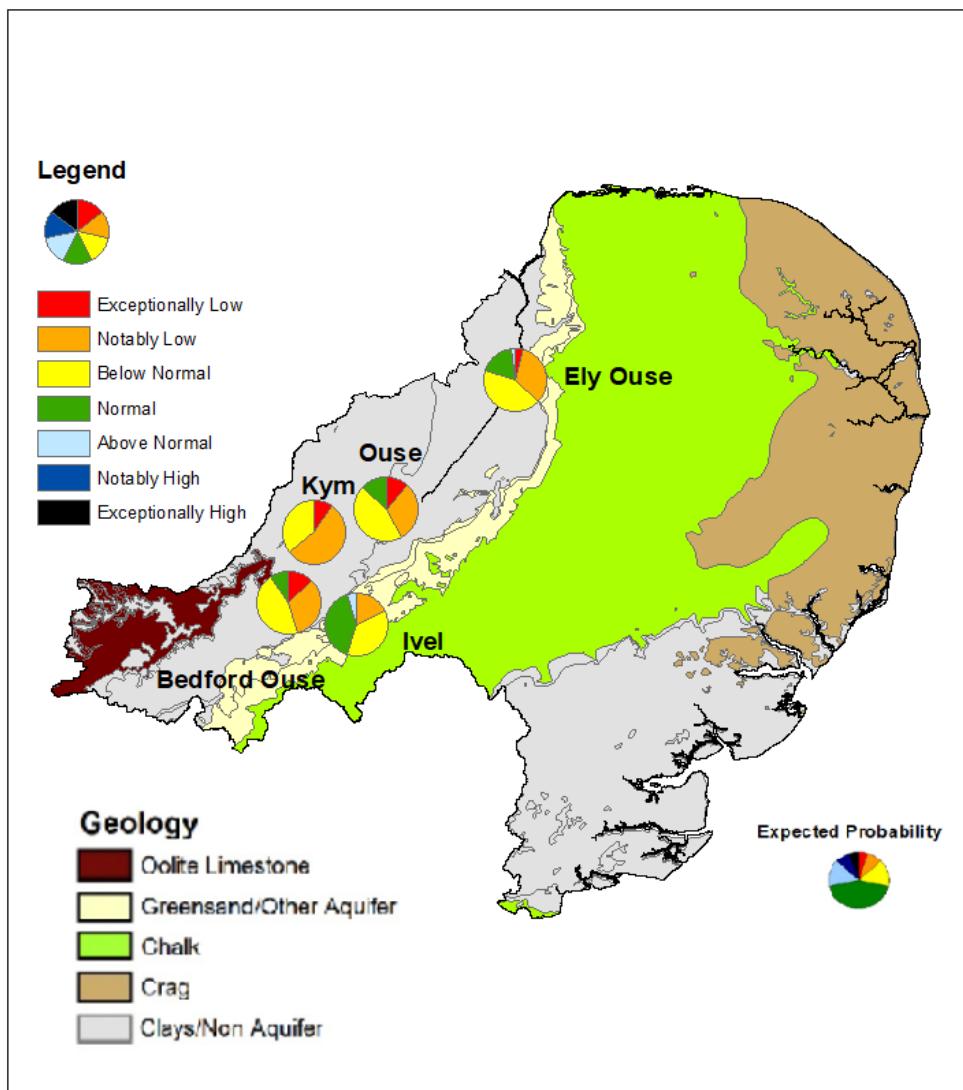


(Source: water companies. For more information on Anglian Water's reservoir level curves, please see Appendix 4 in their [Drought Plan](#)).

7 Forward look

7.1 Probabilistic ensemble projection of river flows at key sites in December 2025

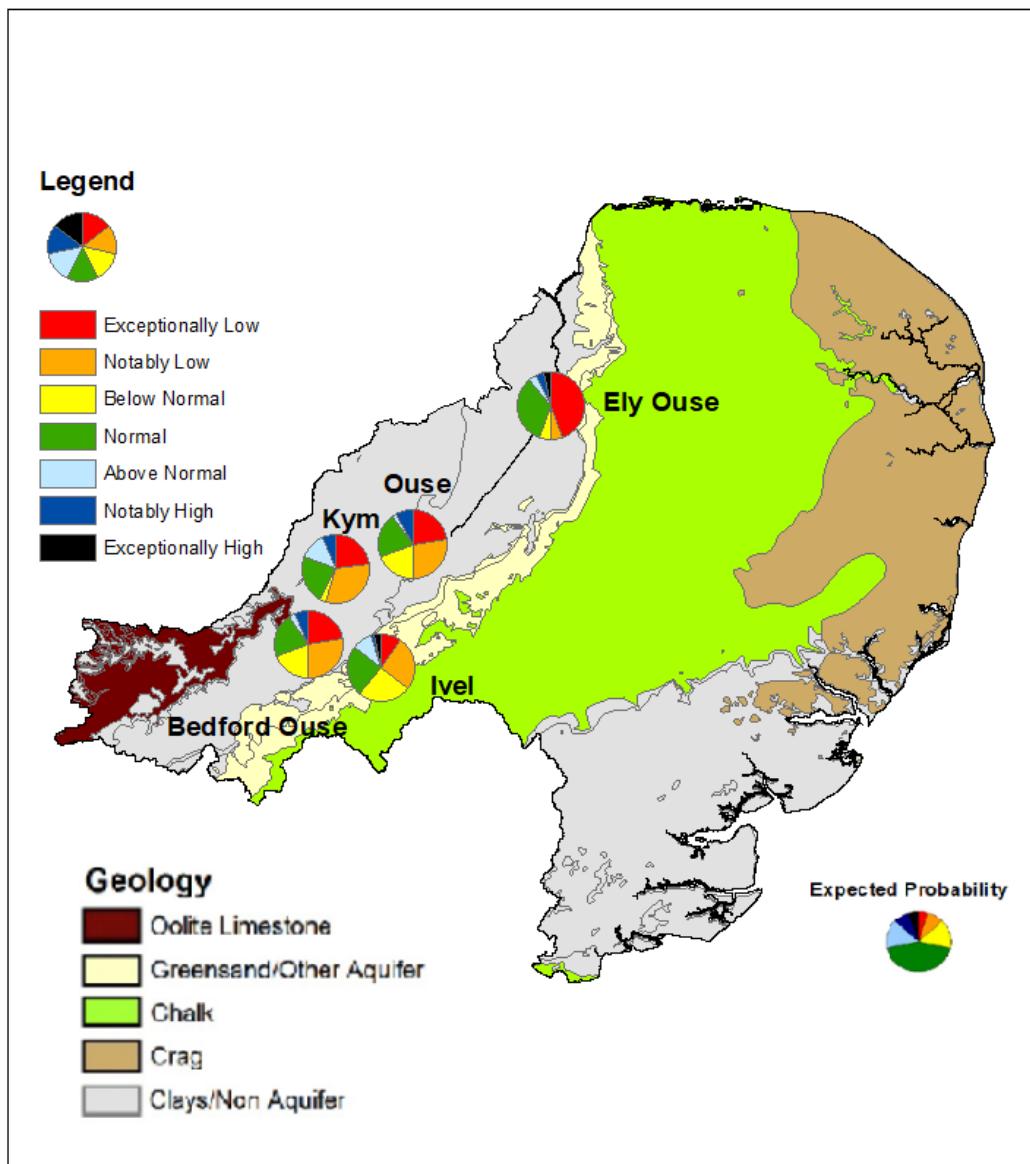
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2025.

7.2 Probabilistic ensemble projection of river flows at key sites in March 2026

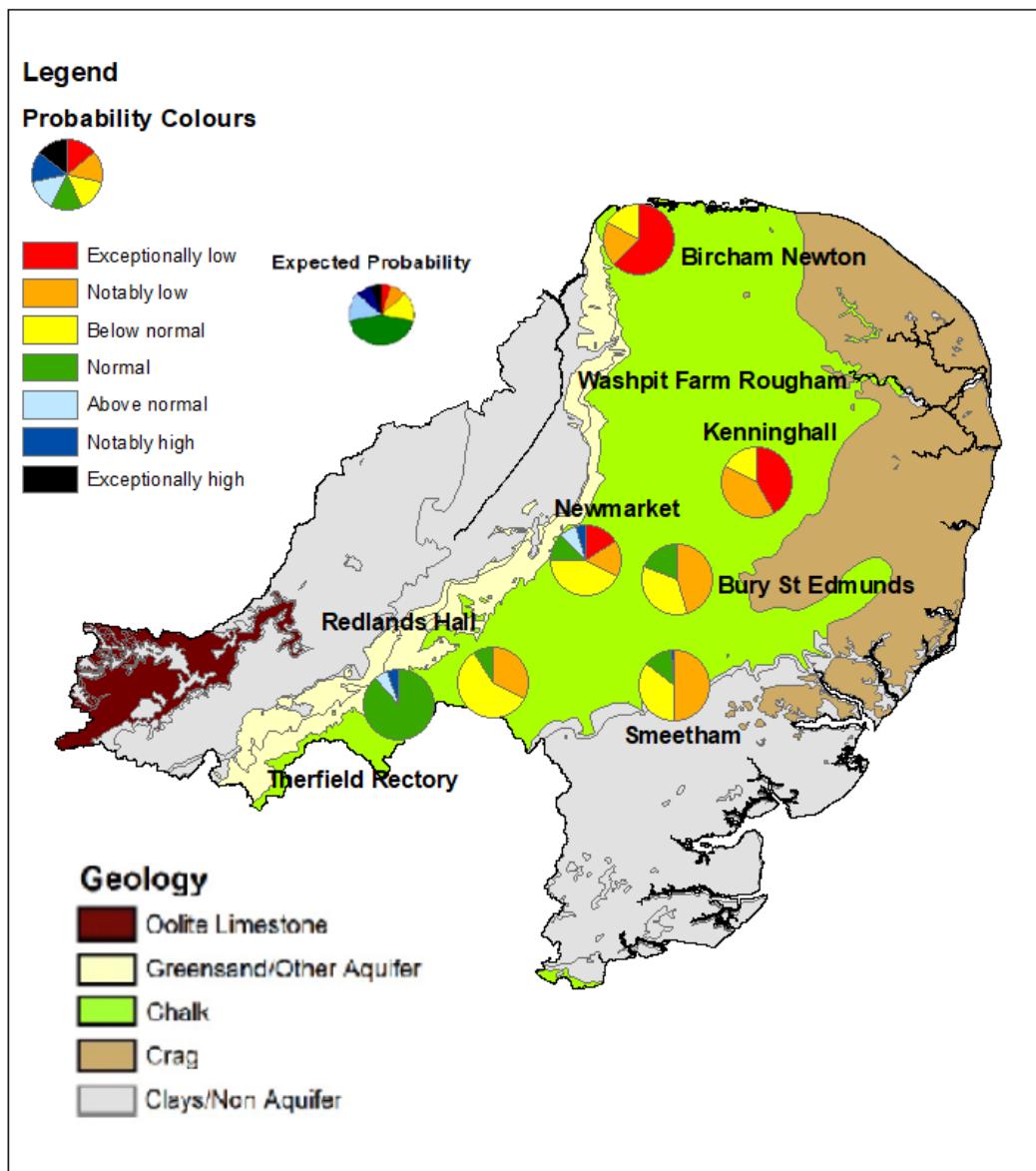
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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, 2025

7.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

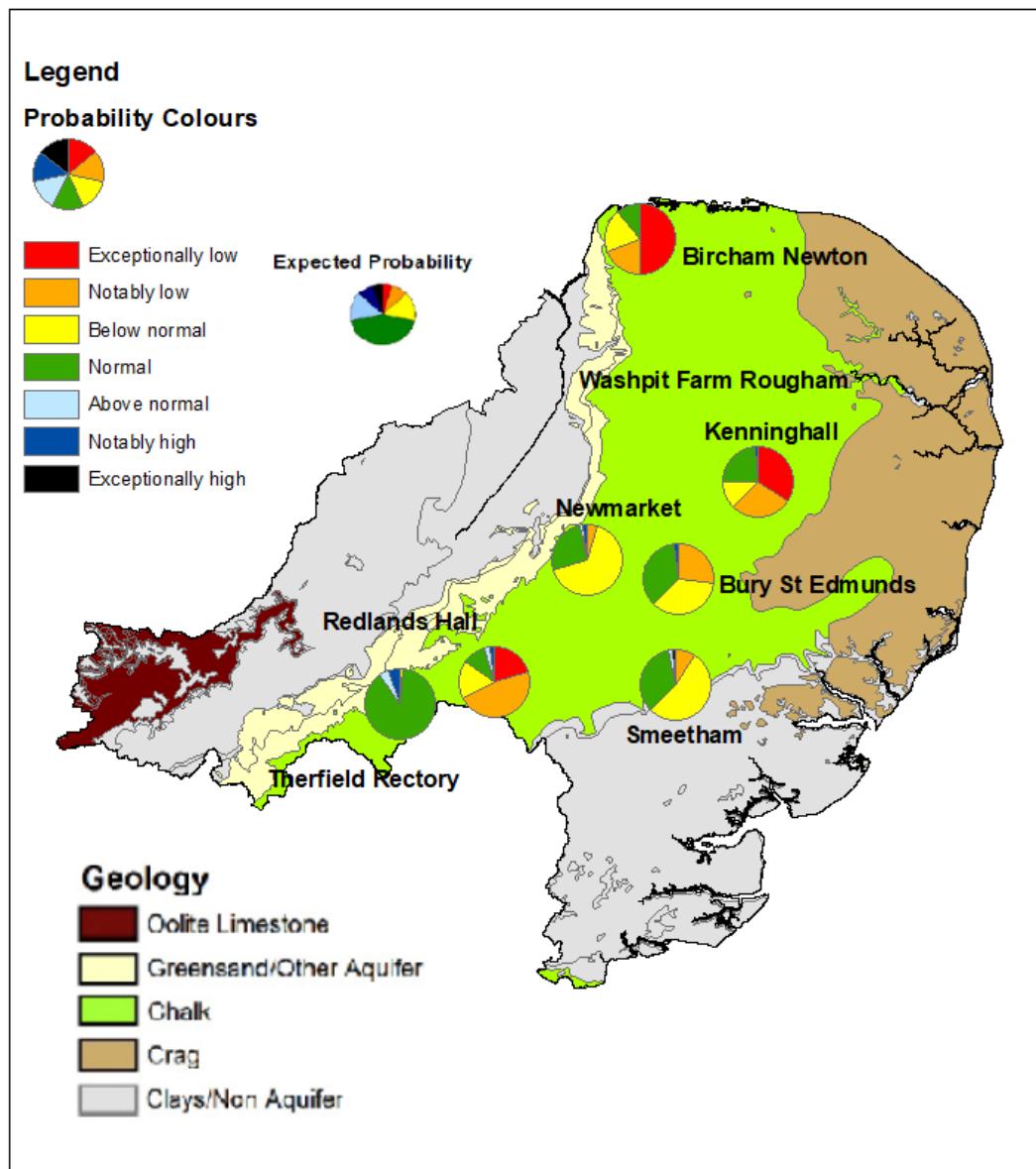
Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those 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.
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7.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Table available in the appendices with detailed information. Exceptionally high or low levels are those which would typically occur 5% of the time within the historic record. Notably high or low levels are those which would typically occur 8% of the time. Above normal or below normal levels are those which would typically occur 15% of the time. Normal levels are those which would typically occur 44% of the time within the historic record.



Pie charts indicate probability, based on climatology, of the groundwater level at each site being, for example, exceptionally low for the time of year. (Source: Environment Agency)
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8 Glossary

8.1 Terminology

Aquifer

A geological formation able to store and transmit water.

Areal average rainfall

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

Artesian

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

Artesian borehole

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

Cumecs

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

Effective rainfall

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

Flood alert and flood warning

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

Groundwater

The water found in an aquifer.

Long term average (LTA)

The arithmetic mean calculated from the historic record, usually based on the period 1991 to 2020. However, the period used may vary by parameter being reported on (see figure captions for details).

mAOD

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

MORECS

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

Naturalised flow

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

NCIC

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

Recharge

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

Reservoir gross capacity

The total capacity of a reservoir.

Reservoir live capacity

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

Soil moisture deficit (SMD)

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

8.2 Categories

Exceptionally high

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

Notably high

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

Above normal

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

Normal

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

Below normal

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

Notably low

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

Exceptionally low

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

9 Appendices

9.1 Rainfall table

Hydrological area	Nov 2025 rainfall % of long term average 1991 to 2020	Nov 2025 band	Sep 2025 to November cumulative band	Jun 2025 to November cumulative band	Dec 2024 to November cumulative band
Broadland Rivers	162	Exceptionally High	Above normal	Normal	Below normal
Cam	167	Notably High	Normal	Normal	Notably low
Central Area Fenland	196	Exceptionally High	Above normal	Normal	Below normal
East Suffolk	160	Notably High	Notably high	Normal	Normal
Little Ouse And Lark	174	Exceptionally High	Above normal	Normal	Below normal
Lower Bedford Ouse	195	Exceptionally High	Above normal	Normal	Below normal
North Essex	123	Above Normal	Normal	Normal	Notably low
North Norfolk	141	Notably High	Normal	Normal	Notably low
Nw Norfolk And Wissey	162	Exceptionally High	Above normal	Normal	Below normal
South Essex	79	Normal	Normal	Below normal	Notably low
Upper Bedford Ouse	183	Exceptionally High	Above normal	Normal	Below normal

9.2 River flows table

Site name	River	Catchment	Nov 2025 band	Oct 2025 band
Abbey Heath	Little Ouse	Little Ouse	Notably low	Exceptionally low
Blunham	Ivel	Ivel	Normal	Normal
Bramford	Gipping	Gipping	Normal	Normal
Burnham Overy	Burn	Burn	Below normal	Below normal
Burnt Mill	Rhee	Rhee	Normal	Below normal
Cappenhamb	Tove	Tove	Normal	Below normal
Colney	Yare	Yare	Normal	Notably low
Denver	Ely Ouse	Cutoff and Renew Channel	Below normal	Exceptionally low
Dernford	Cam	Cam	Below normal	Below normal
Heacham	Heacham	Heacham	Below normal	Below normal
Ingworth	Bure	Bure	Normal	Below normal
Lexden	Colne	Colne Essex	Normal	Below normal
Marham	Nar	Nar	Below normal	Notably low
Needham Weir Total	Waveney (lower)	Waveney	Normal	Notably low

Northwold Total	Wissey	Wissey	Normal	Exceptionally low
Offord (gross Flows)	Great Ouse	Ouse Beds	Normal	Normal
Roxton	Great Ouse	Ivel	Normal	Below normal
Springfield	Chelmer	Chelmer Upper	Normal	Normal
Swanton Morley Total	Wensum	Wensum	Normal	Notably low
Temple	Lark	Lark	Normal	Notably low
Willen	Ouzel	Ouzel	No Data	No Data

9.3 Groundwater table

Site name	Aquifer	End of Nov 2025 band	End of Oct 2025 band
Bath Spring	Ivel Chalk	No Data	No Data
Biggleswade	Ivel Woburn Sands	Normal	Normal
Bircham Newton	North West Norfolk Chalk	Notably low	Below normal
Breckland	Wissey Chalk	Exceptionally low	Notably low
Bury St Edmunds	Upper Lark Chalk	Normal	Normal
Castle Farm, Offton	East Suffolk Chalk	Below normal	Below normal
Gog Magog, Stapleford	Cam Chalk	Notably low	Notably low
Hazlewood Common	East Suffolk Crag	No Data	No Data
Hindolveston	Norfolk Chalk	Exceptionally low	Exceptionally low
Kenninghall	Little Ouse Chalk	Below normal	Below normal
Linton	Cam Chalk	Below normal	Below normal
Newmarket	Snail Chalk	Below normal	Below normal

Old Primary School, South Creake	North Norfolk Chalk	No Data	No Data
Redlands Hall, Ickleton	Cam Chalk	Normal	Normal
Rook Hall, Braiseworth	East Suffolk Chalk	Below normal	Normal
Smeetham Hall Cottages, Bulmer	North Essex Chalk	Normal	Normal
The Spinney, Costessey	Wensum Chalk	Exceptionally low	Exceptionally low
Washpit Farm, Rougham	North West Norfolk Chalk	Below normal	Below normal
Therfield Rectory	Upper Lee Chalk	Above normal	Above normal
Fringford P.s.	Upper Bedford Ouse Oolitic Limestone (great)	Normal	Normal

9.4 Ensemble projections tables

9.4.1 Probabilistic ensemble projection of river flows at key sites in December 2025

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse	Ely Ouse
Exceptionally low	0	0	0	11	0
Notably low	18	42	0	31	50
Below normal	61	39	23	45	17
Normal	19	13	71	13	24
Above normal	2	6	5	0	6
Notably high	0	0	0	0	0
Exceptionally high	0	0	2	0	4

9.4.2 Probabilistic ensemble projection of river flows at key sites in March 2026

Percentage of pie chart for each band

Site	Bedford Ouse	Kym Ouse	Ivel Ouse	Ouse	Ely Ouse
Exceptionally low	18	8	6	23	17
Notably low	10	24	13	27	13
Below normal	24	2	18	19	17
Normal	34	39	40	21	37
Above normal	6	16	15	2	6
Notably high	8	11	3	8	7
Exceptionally high	0	0	5	0	4

9.4.3 Probabilistic ensemble projection of groundwater levels at key sites in March 2026

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	43.8	3.1	0.0	0.0
Notably low	0.0	9.4	3.1	32.8	53.1	3.1	15.6
Below normal	0.0	76.6	43.8	18.8	40.6	32.8	54.7
Normal	88.5	14.1	26.6	4.7	3.1	54.7	25.0
Above normal	6.6	0.0	10.9	0.0	0.0	4.7	3.1
Notably high	4.9	0.0	12.5	0.0	0.0	4.7	1.6
Exceptionally high	0.0	0.0	3.1	0.0	0.0	0.0	0.0

9.4.4 Probabilistic ensemble projection of groundwater levels at key sites in September 2026

Percentage of pie chart for each band

Site	Therfield Rectory	Redlands Hall	Newmarket	Bircham Newton	Kenninghall	Bury St Edmunds	Smeetham
Exceptionally low	0.0	12.5	0.0	31.3	12.5	0.0	0.0
Notably low	0.0	43.8	0.0	29.7	23.4	0.0	4.7
Below normal	1.6	18.8	60.9	20.3	17.2	25.0	40.6
Normal	88.5	17.2	34.4	18.8	42.2	70.3	46.9
Above normal	4.9	7.8	3.1	0.0	1.6	0.0	4.7
Notably high	4.9	0.0	1.6	0.0	3.1	3.1	3.1
Exceptionally high	0.0	0.0	0.0	0.0	0.0	1.6	0.0



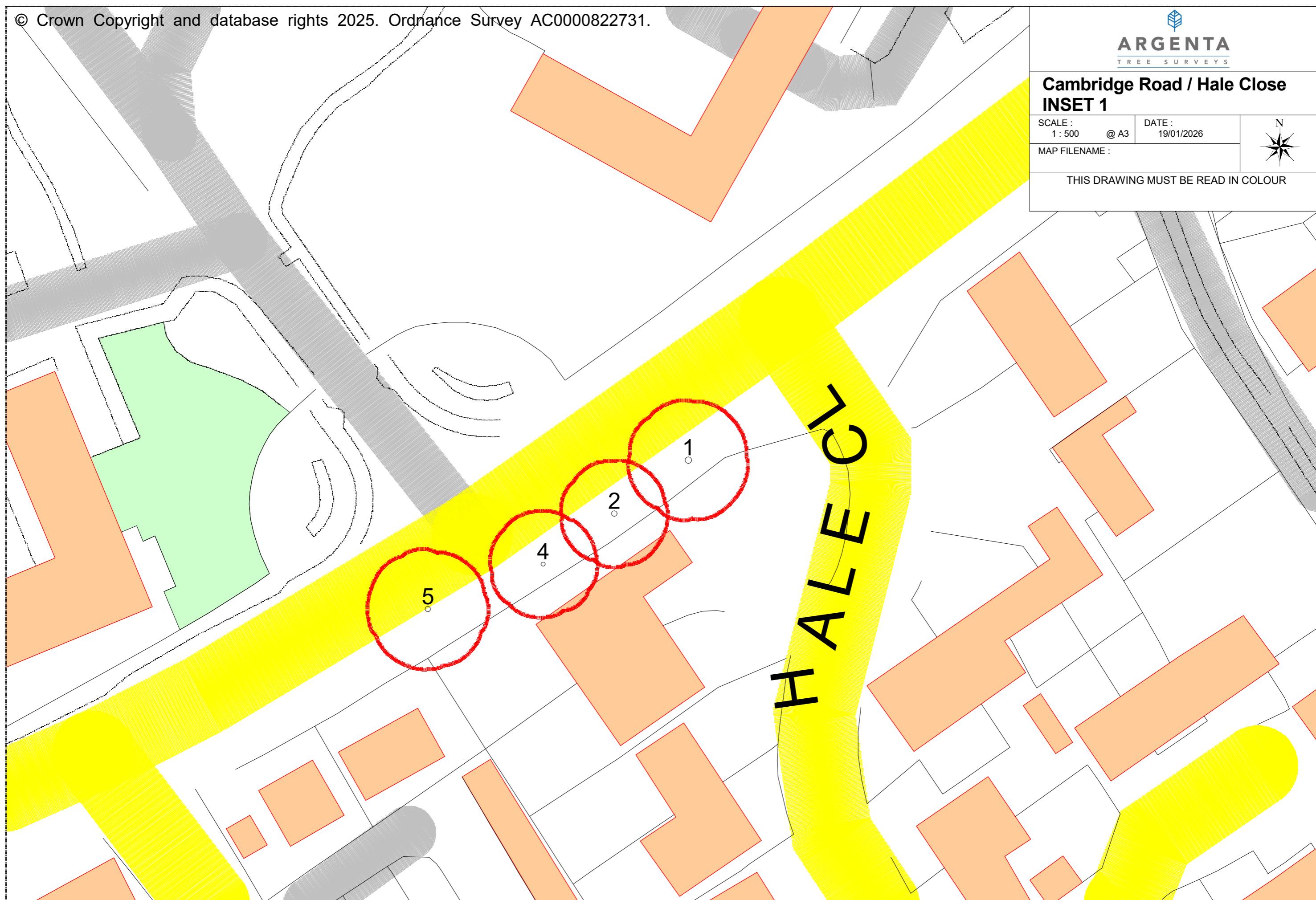
**Cambridge Road / Hale Close
INSET 1**

SCALE : 1 : 500 @ A3 DATE : 19/01/2026

MAP FILENAME :



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Site: Cambridge Road, Melbourn			Weather: Clear, still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
1	Common Ash	16	700 400 400 400	9	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Divides into multiple co-dominant stems at base. Early signs of Ash Dieback Disease			0	1
2	Common Ash	16	600 600	8	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Bifurcates into a pair of co-dominant stems at base. Moderate deadwood throughout but low risk to highway users. Early signs of Ash Dieback Disease			0	1
4	Common Ash	16	450 450	8	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Bifurcates into a pair of co-dominant stems at 1 metre. Minor dead wood in lower crown			0	1
5	Common Ash	16	800	9	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Bifurcates into a pair of co-dominant stems at 2 metres			0	1



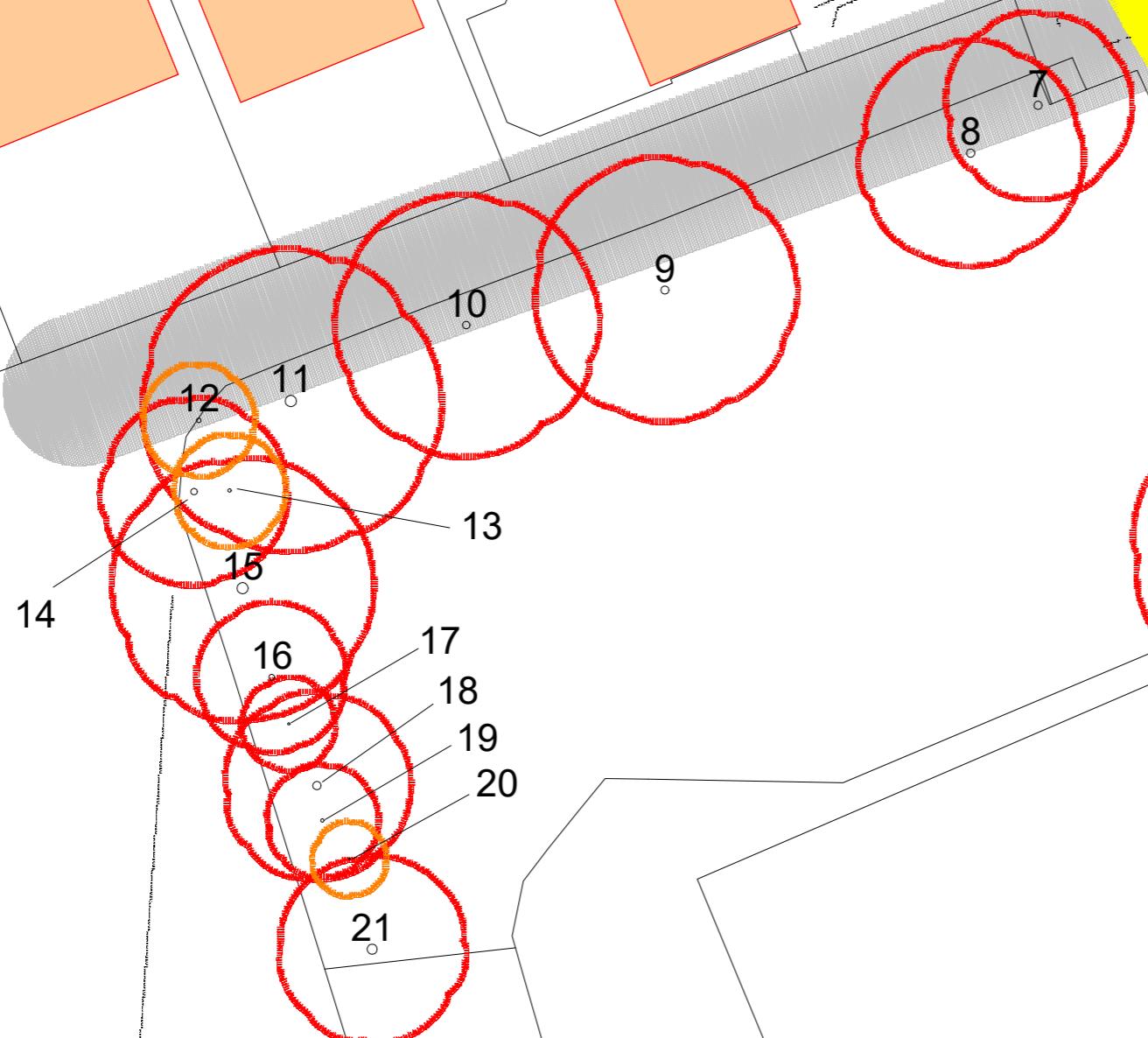
ARGENTA
TREE SURVEYS

**The Moor Play Area
INSET 2**

SCALE : 1 : 350 @ A3 DATE : 19/01/2026

MAP FILENAME :

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

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

Site: The Moor play area, Melbourn Date: November 2025			Weather: Clear, still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
22	Small-Leaved Lime	16	900	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action An outstanding specimen tree.			0	1

The Recreation Ground
INSET 3

SCALE : 1 : 900 @ A3 DATE : 19/01/2026

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THATCHERS

Pav

Hall

**Recreation
Ground**

P

23
24
25
26
27

GROUP



ARGENTA
TREE SURVEYS

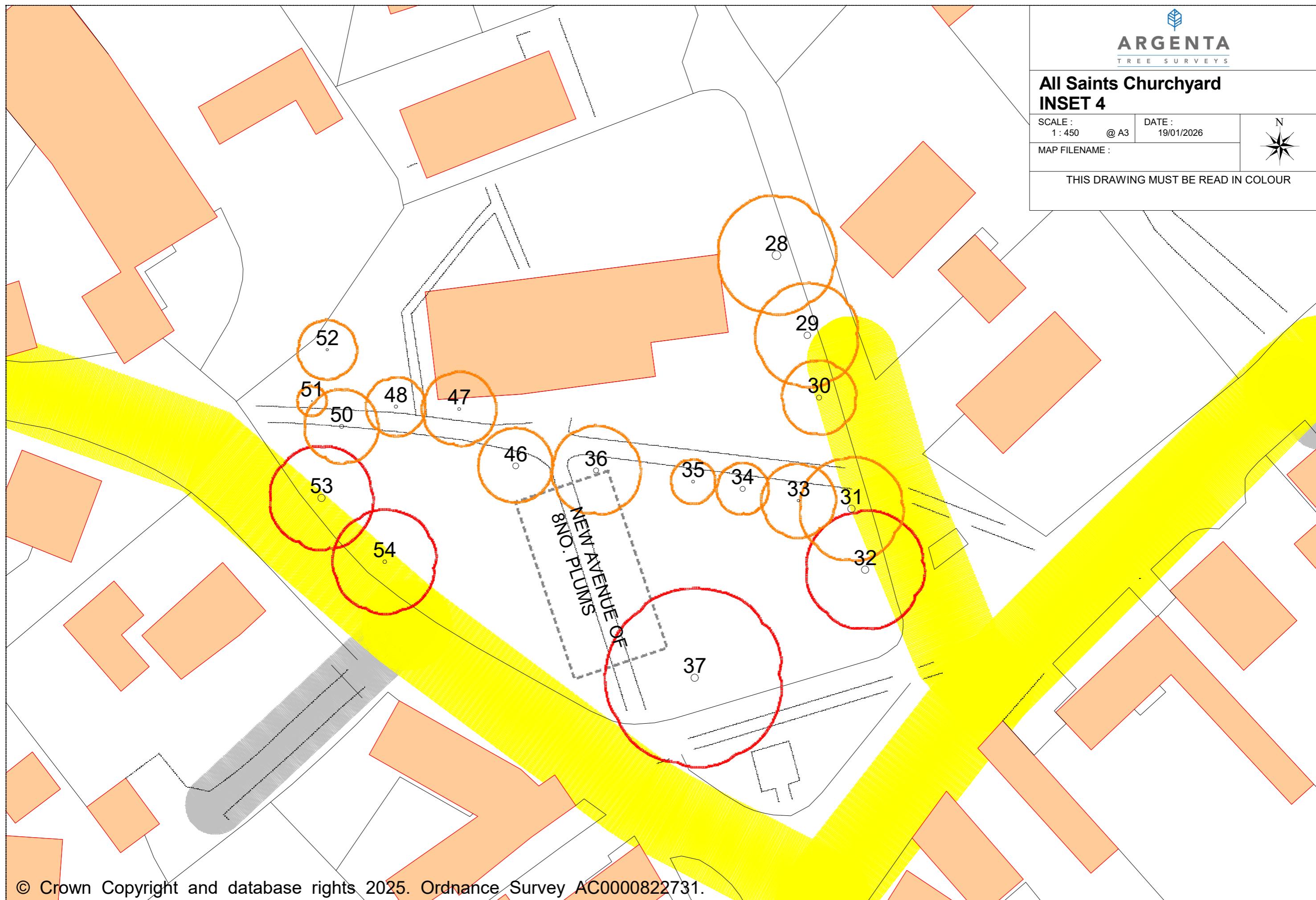
**All Saints Churchyard
INSET 4**

SCALE : 1 : 450 @ A3 DATE : 19/01/2026

MAP FILENAME :



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

Site: All Saints Churchyard, Melbourn			Weather: Clear, still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
36	Lawson Cypress	14	700	6	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Topped has snapped out or been removed many years ago and new leader has formed			0	2
37	Common Horse Chestnut	21	1000	12	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
46	Common Yew	8	800		Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base			0	2
47	Prunus 'Kanzan'	5	400	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at 1.5 metres			0	2
48	Common Yew	10	200 200 200 200 200	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base			0	2
50	Common Yew	10	300 300 275 200 150	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple co-dominant stems at base			0	2
51	Irish Yew	7	100	2	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action No notable defects			0	2
52	Plum	6.5	300	4	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action No notable defects			0	2

Site: All Saints Churchyard, Melbourn			Weather: Clear, still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm)	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
53	Common Yew	15	1000	7	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action No notable defects			0	1
54	Common Ash	15	500	7	Mature	Crown - Fair, Stem - Good, Basal Area - Good Remove dead wood over road Early signs of Ash Dieback Disease. Moderate dead wood over road			2	1
G1	8no. Pissards Plum	1.5	30	1	Young	Crown - Good, Stem - Fair, Basal Area - Good No action Recent plantings following removal of original trees in 2020. Stakes recently removed as no longer required			0	2



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TREE SURVEYS

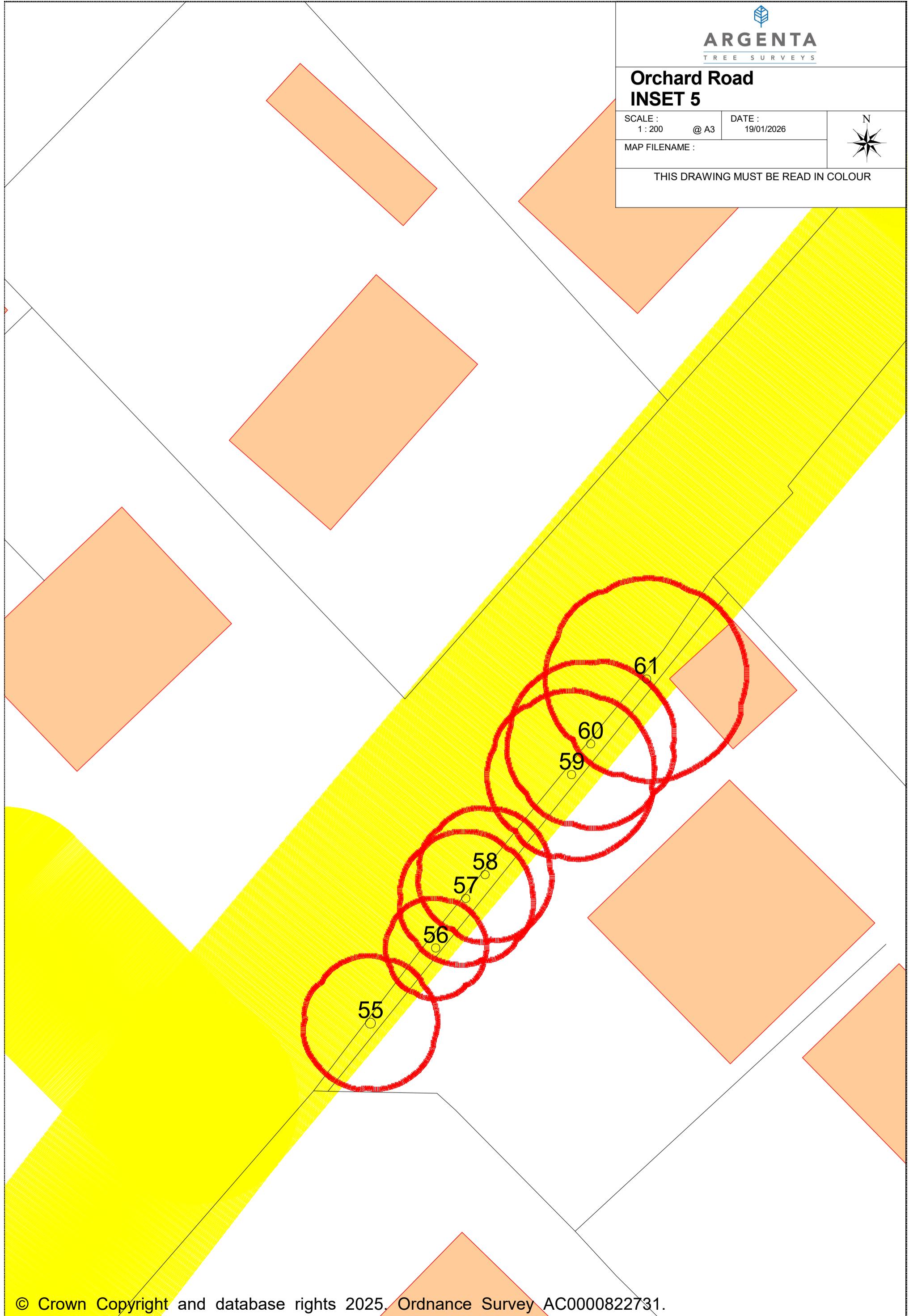
**Orchard Road
INSET 5**

SCALE : 1 : 200 @ A3 DATE : 19/01/2026

MAP FILENAME :



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Site: Orchard Road, Melbourn			Weather: Clear, still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
55	Sycamore	15	600	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped			0	1
56	Sycamore	15	500	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped			0	1
57	Sycamore	13	500	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped			0	1
58	Sycamore	13	500	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Previously topped			0	1
59	Common Ash	14	500	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Topped at 12 metres			0	1
60	Common Ash	14	500	5	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Topped at 12 metres. Ash Dieback Disease. Unsightly			0	1
61	Common Ash	14	500	6	Mature	Crown - Poor, Stem - Poor, Basal Area - Fair Crown reduce by 5 metres Bracket of <i>Inonotus hispidus</i> wood decay fungus (causing embrittlement) at 6 metres on trunk. Crown has been previously reduced			2	1



ARGENTA
TREE SURVEYS

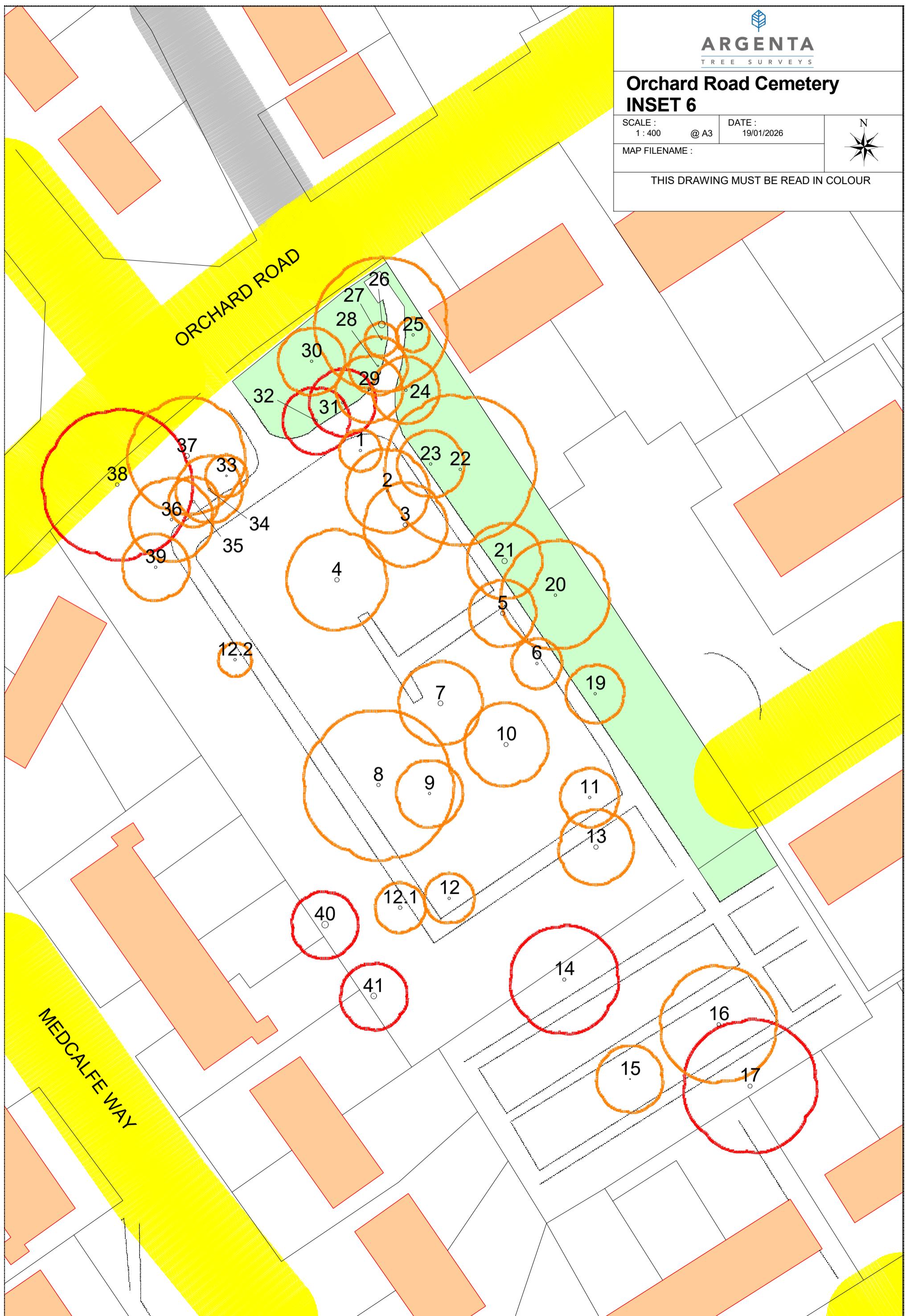
**Orchard Road Cemetery
INSET 6**

SCALE : 1 : 400 @ A3 DATE : 19/01/2026

MAP FILENAME :



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Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
1	Irish Yew	7.5	300	2.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
2	Common Holly	6	200 175	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Twin stem from base			0	2
3	Lawson's Cypress	11	500	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
4	Lawson's Cypress	12	550	6	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
5	Lawson's Cypress	11	500	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Causing significant damage to footpath			0	2
6	Irish Yew	8	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
7	Lawson's Cypress	13	600	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
8	Common Yew	7.5	300 300	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
9	Irish Yew	9	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action 9-metres-tall Holly tree growing through crown. Treat as one tree			0	2
10	Lawson's Cypress	12	500	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
11	Irish Yew	9	300	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
12	Irish Yew	8	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
12.1	Lawson Cypress	11	450	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
12.2	Irish Yew	7.5	300	2	Mature	Crown - Good, Stem - Good, Basal Area - Good Remove subsiding branch that is overhanging the path Branch subsiding ove path and will snap out if not removed			2	2
13	Lawson's Cypress	11	550	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good Sever Ivy Ivy becoming well established			3	2
14	Common Hornbeam	12	400	6.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging bench			0	1

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
15	Crab Apple	5	125	4	Mature	Crown - Good, Stem - Fair, Basal Area - Good No action Patch of necrotic bark on trunk at 0.5m nw side			0	2
16	Silver Birch	10	450	7	Mature	Crown - Good, Stem - Good, Basal Area - Good Sever Ivy Ivy becoming well established			3	2
17	Sycamore	12	500	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Old bark wound north side at 1.5 metres above ground level with exposed sapwood. No cause for concern			0	1
19	Irish Yew	8	300	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
20	Common Holly	9	300	6.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into seven stems from 1 metre above ground level			0	2
21	Common Yew	5	650	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Has been topped at 5 metres height			0	2
22	Common Yew	10	300	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into nine stems from 0.5 metres			0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
23	Irish Yew	7.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
24	Irish Yew	7.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
25	Irish Yew	3	300	2	Dead	Crown - Dead, Stem - Dead, Basal Area - Dead Fell Dead			3	2
26	Common Yew	11	800	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
27	Irish Yew	3	150	2	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Heavily suppressed by adjacent trees. Shrub-like form			0	2
28	Irish Yew	6	200	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Suppressed by adjacent trees			0	2
29	Common Holly	9	250 250	4	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Twin stem from base. Sparse foliage. Suppressed by adjacent trees			0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
30	Irish Yew	6.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Slightly sparse foliage			0	2
31	Irish Yew	6.5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging branch			0	1
32	Irish Yew	7	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Overhanging branch			0	1
33	Irish Yew	6	200	2.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
34	Irish Yew	7	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
35	Irish Yew	7.5	300	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
36	Common Holly	7.5	275 150 125	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into three stems from base			0	2
37	Lawson's Cypress	10	600	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Divides into multiple stems at 1.5 metres above ground level			0	2

Site name: Orchard Road Cemetery, Melbourn Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
38	Wild Cherry	7.5	450	9	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
39	Common Holly	5	300	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
40	Sycamore	14	800	4	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Dense Ivy on trunk. Recently heavily reduced			2	1
41	Sycamore	17	700	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Recently heavily reduced			0	1

Royston Road
INSET 7

SCALE : 1 : 550 @ A2 DATE : 19/01/2026

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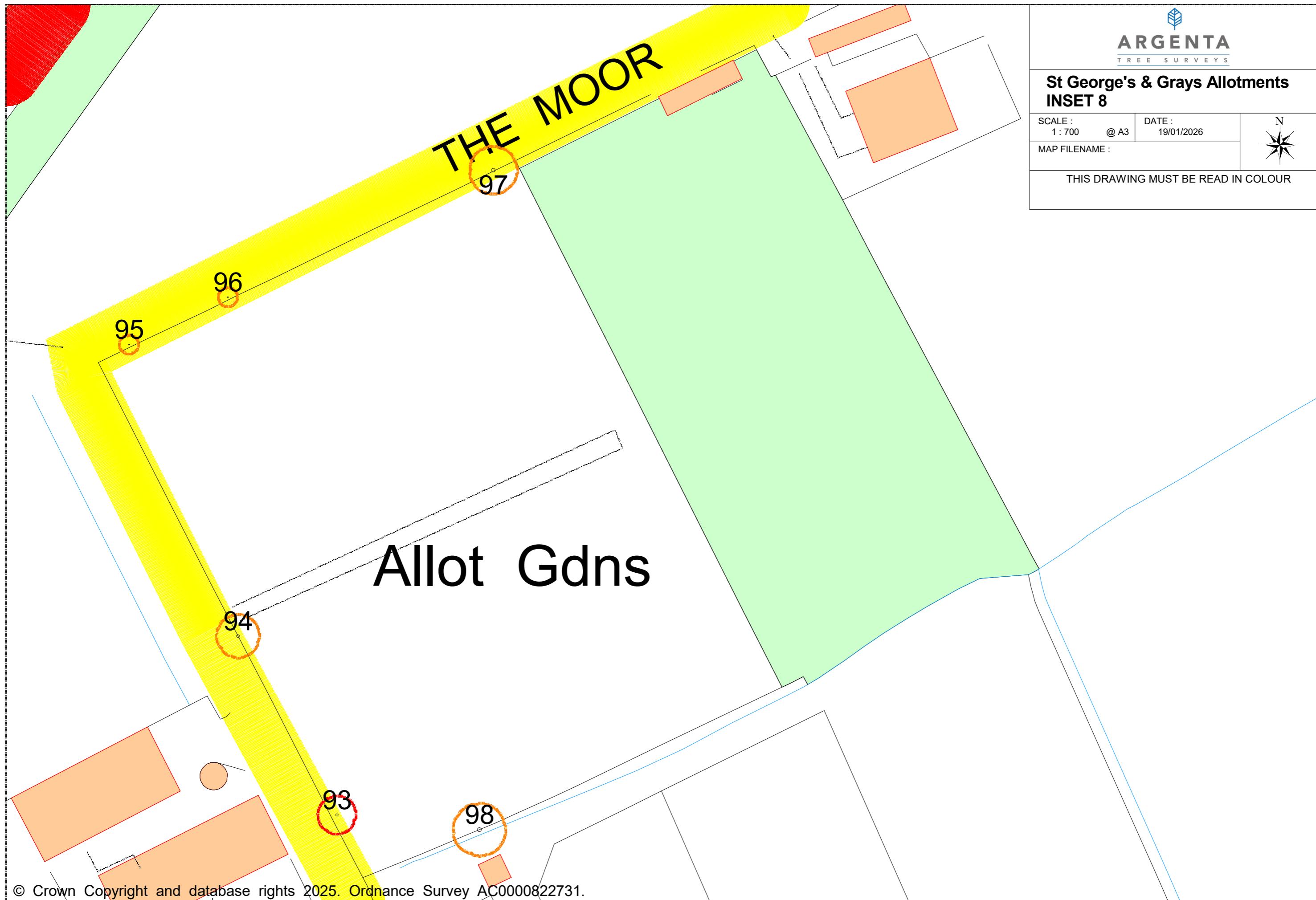


Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
62	Lombardy Poplar	14	400	3	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Minor dead wood in lower crown. Dense ivy on trunk			0	1
63	Lombardy Poplar	12	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1
64	Lombardy Poplar	12	400	3	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1
65	Hybrid Poplar	10	250	4	Early-mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1
66	Hybrid Poplar	10	250	4	Early-mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1
67	Lombardy Poplar	13	400	3	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1
68	Lombardy Poplar	7	200	1	Early-mature	Crown - Dead, Stem - Dead, Basal Area - Dead Fell Dead			2	1
69	Lombardy Poplar	12	300	1.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk			0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still						
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations		Priority / urgency of work	Zone value
70	Hybrid Poplar	13	400	6	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
71	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
72	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
73	Lombardy Poplar	13	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
74	Hybrid Poplar	13	400	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
75	Lombardy Poplar	13	300	1.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
76	Hybrid Poplar	13	400	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1
77	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk		0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
78	Lombardy Poplar	14	400	2.5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1
79	Lombardy Poplar	12	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1
80	Lombardy Poplar	2	300	1		Sprouting stump			0	1
81	Lombardy Poplar	2	300	1		Sprouting stump			0	1
82	Lombardy Poplar	12	300	2	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1
83	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1
84	Lombardy Poplar	14	400	2	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1
86	Lombardy Poplar	2.5	400	1		Sprouting stump			0	1

Site name: Royston Road, Melbourn, Cambs Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
87	Lombardy Poplar	13	300	2	Mature	Crown - Good, Stem - Good, Basal Area - Fair No action No notable defects			0	1
88	Hybrid Poplar	10	200	3	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action Ivy beginning to establish			0	1
89	Lombardy Poplar	9	150	1.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
90	Lombardy Poplar	2.5	400	1		Sprouting stump			0	1
91	Lombardy Poplar	6	125	0.5	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Stunted. Dense Ivy on trunk			0	1
92	Lombardy Poplar	14	400	3	Mature	Crown - Good, Stem - Fair, Basal Area - Fair No action Dense Ivy on trunk			0	1



Site name: St George's & Grays Allotments Surveyor: Ian Lorman			Date of survey: October 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
93	Common Ash	10	500	4	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Previously pollarded at 8 metres			0	1
94	Common Ash	10	600	4.5	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Sever Ivy Previously pollarded at 8 metres. Dense ivy			3	2
95	Common Hawthorn	8	250	2	Mature	Crown - Poor, Stem - Fair, Basal Area - Fair No action Very low vigour. Dense ivy			0	2
96	Common Hawthorn	6	200	2	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Low vigour			0	2
97	Common Ash	12	800	5	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Bifurcated at ground level with very acute union. Previously reduced			0	2
98	Common Ash	10	600 600	5.5	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Bifurcated at ground level. Dense ivy. Previously reduced			0	2



**Old Recreation Ground
INSET 9**

SCALE : 1 : 600 @ A3 DATE : 19/01/2026

MAP FILENAME :



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G1

**Recreation
Ground**

G3

G2

100

99

101

112

111

110

109

108

107

103

104

105

106

102

The

Site name: Old Recreation Ground, The Moor Surveyor: Ian Lorman			Date of survey: November 2025 Conditions: Clear / dry / still						
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations		Priority / urgency of work	Zone value
99	Lime	18	500 500 400 400 300	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Multiple stems from ground level		0	1
100	Lime	18	800	7.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects		0	1
101	Lime	15	375	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects		0	1
102	Lime	20	700	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Ivy to top of crown		0	2
103	Lime	20	800	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects		0	1
104	Lime	20	900	8	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects		0	1
105	Lime	20	650	7	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Bifurcated at 2 metres. Moderate dead wood in lower crown		0	1
106	Lime	20	800	6	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Minor dead wood throughout		0	1

Site name: Old Recreation Ground, The Moor Surveyor: Ian Lorman			Date of survey: November 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
107	London Plane	20	1500	10	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Minor dead wood in lower crown			0	1
108	London Plane	20	1500	10	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Minor dead wood in lower crown			0	1
109	London Plane	20	1500	10	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Minor dead wood in lower and upper crown			0	1
110	London Plane	20	1500	10	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
111	Common Ash	18	700	8	Mature	Crown - Fair, Stem - Good, Basal Area - Fair No action Growing around steel fence at base			0	1
112	Common Ash	10	425	6	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Suppressed by tree 111			0	1
Group G1	Group of trees comprising Lime Cherry Pear Crab Apple	Up to 18	Up to 700	N/A	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
Group G2	Group of trees comprising Field Maple Willow	Up to 14	Up to 300	N/A	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1

Site name: Old Recreation Ground, The Moor Surveyor: Ian Lorman			Date of survey: November 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
Group G3	Group of trees comprising 1no. Beech 2no. Ash 1no. Willow	Up to 18	Up to 500	N/A	Mature	Crown - Good, Stem - Good, Basal Area - Good Sever Ivy Dense Ivy			2	1



ARGENTA
TREE SURVEYS

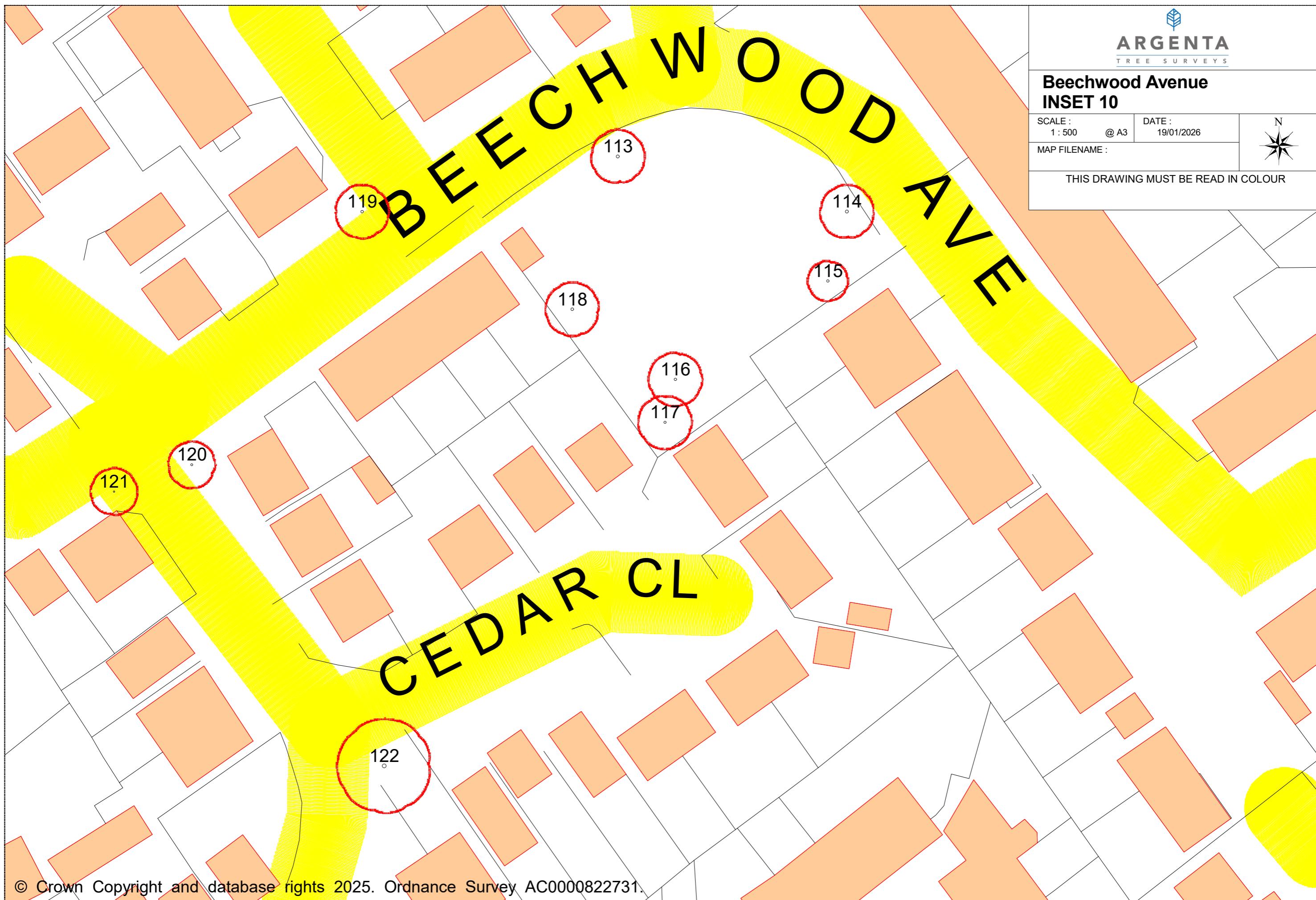
**Beechwood Avenue
INSET 10**

SCALE : 1 : 500 @ A3 DATE : 19/01/2026

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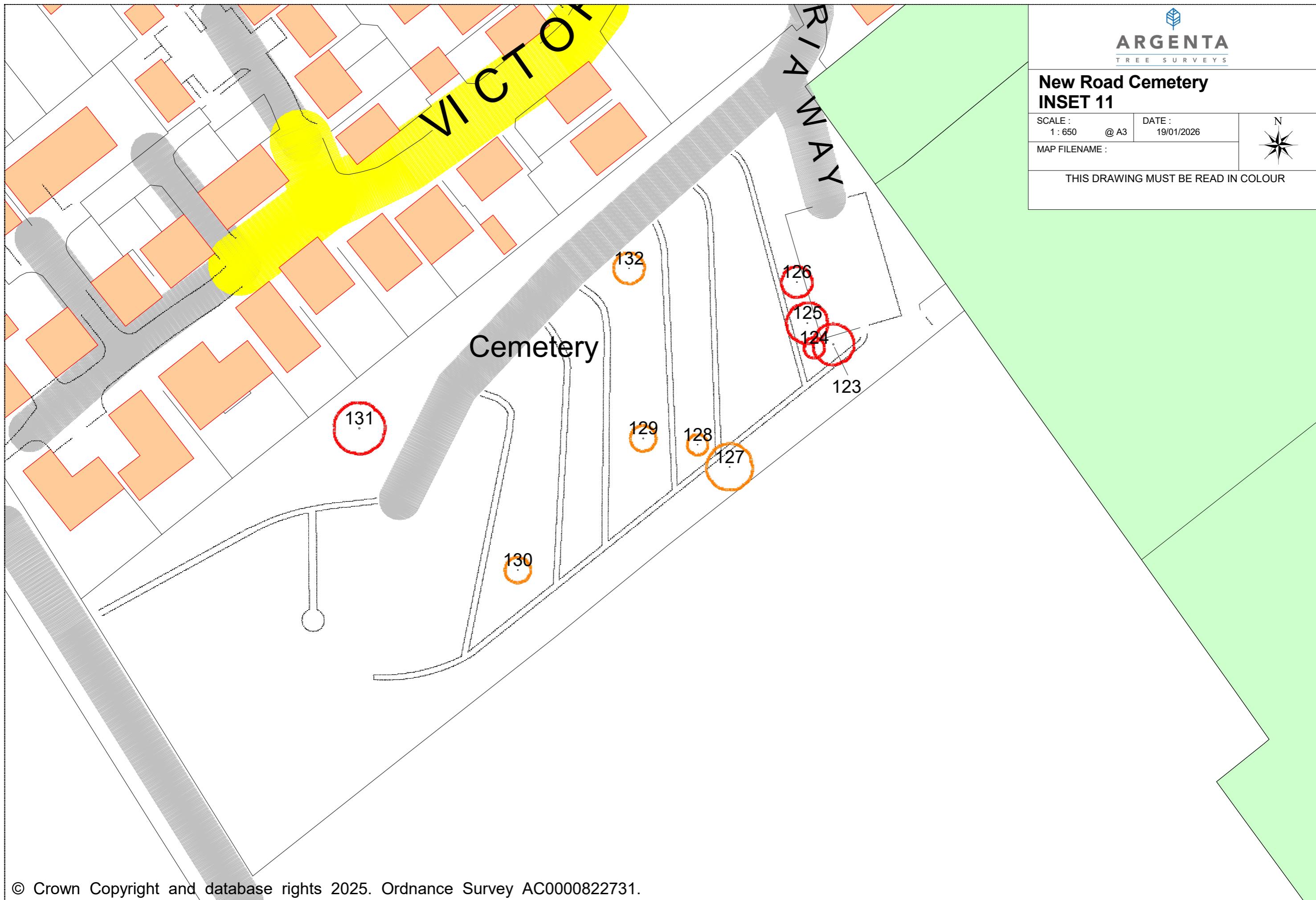


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Site name: Beechwood Avenue Surveyor: Ian Lorman			Date of survey: November 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
113	Swedish Whitebeam	6.5	300 250 250	4	Mature	Crown - Good, Stem - Fair, Basal Area - Good Remove Ivy Dense ivy			2	1
114	Swedish Whitebeam	5	300 250 250	4	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Remove Ivy Dense ivy			2	1
115	Mountain Ash	4.5	250 250 150	3	Mature	Crown - Poor, Stem - Poor, Basal Area - Fair Remove Ivy Totally overwhelmed by ivy. The tree may die if the ivy isn't removed soon			2	1
116	Swedish Whitebeam	7	250 250 150	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
117	Silver Birch	12	350	4	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Dense ivy on trunk. Some impact damage to buttress root on south side. Poor form			0	1
118	Lime	10	425	4	Mature	Crown - Good, Stem - Good, Basal Area - Good No action Managed by crown reduction			0	1
119	Prunus 'Kanzan'	4	400	4	Mature	Crown - Poor, Stem - Good, Basal Area - Good No action Some signs of fungal leaf and shoot disease <i>Monilinia laxa</i>			0	1
120	Broadleaf Cockspur Thorn	4.5	250 200	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1

Site name: Beechwood Avenue Surveyor: Ian Lorman			Date of survey: November 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
121	Broadleaf Cockspur Thorn	2.5	225	3.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
122	Norway Maple	14	600	7	Mature	Crown - Fair, Stem - Good, Basal Area - Good No action Slightly low vigour. Holding Samara's (seeds) a sign of stress			0	1



Site name: New Road Cemetery Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
123	Jacquemont's Birch	9	275	4	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
124	Jacquemont's Birch	8	225	2	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
125	Jacquemont's Birch	7.5	225	4	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
126	Whitebeam	4	200	3	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
127	Winter Cherry	4.5	200	4.5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
128	Swedish Whitebeam	3	150	2	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
129	Cricket Bat Willow	7	250	2.5	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2
130	Goat Willow	4	175	2.5	Early-mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	2

Site name: New Road Cemetery Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
131	Common Walnut	7.5	300	5	Mature	Crown - Good, Stem - Good, Basal Area - Good No action No notable defects			0	1
132	Goat Willow	3	150	3	Early-mature	Crown - Good, Stem - Poor, Basal Area - Good No action Impact wound on trunk at 1 metre northeast side has caused advanced internal decay			0	2

Maple Way
INSET 12

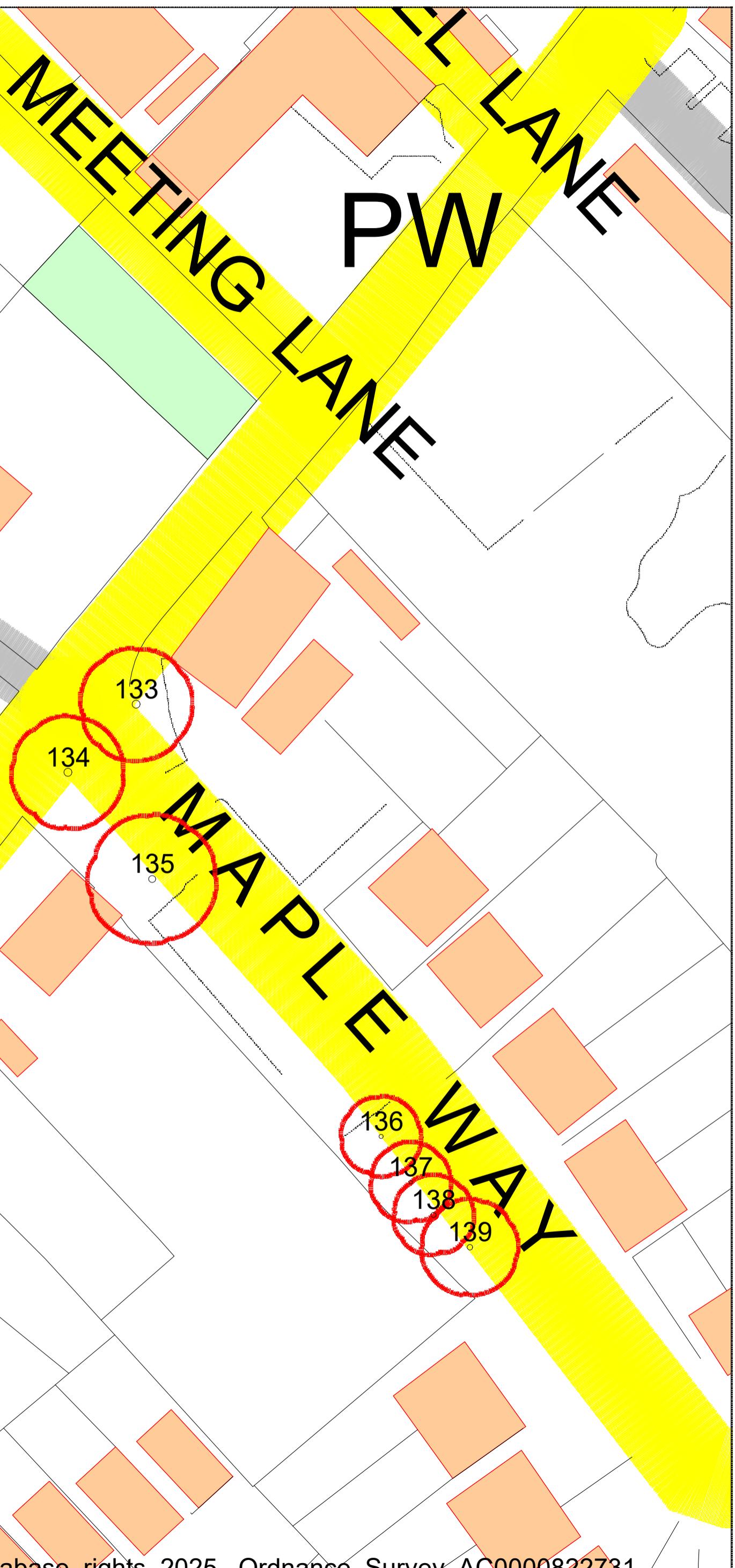
SCALE : 1 : 500 @ A3

DATE : 19/01/2026



MAP FILENAME :

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Site name: Maple Way Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still						
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations		Priority / urgency of work	Zone value
133	Silver Maple	13	1000	7	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Managed by crown reduction. Dense ivy		3	1
134	Silver Maple	13	1000	7	Mature	Crown - Good, Stem - Fair, Basal Area - Good Sever Ivy Managed by crown reduction. Ivy severed at ground level but still dense on trunk		2	1
135	Field Maple	13	400 400 400 400 400	8	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Dense ivy		2	1
136	Common Ash	13	300 300 300	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Dense ivy		2	1
137	Common Hornbeam	9	450	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Suppressed by tree 138. Dense ivy		2	1
138	Silver Maple	14	400 300 300 300	5	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Multiple stems from ground level. Dense ivy		2	1
139	Field Maple	14	500 500	6	Mature	Crown - Good, Stem - Fair, Basal Area - Fair Sever Ivy Dense ivy		2	1



ARGENTA
TREE SURVEYS

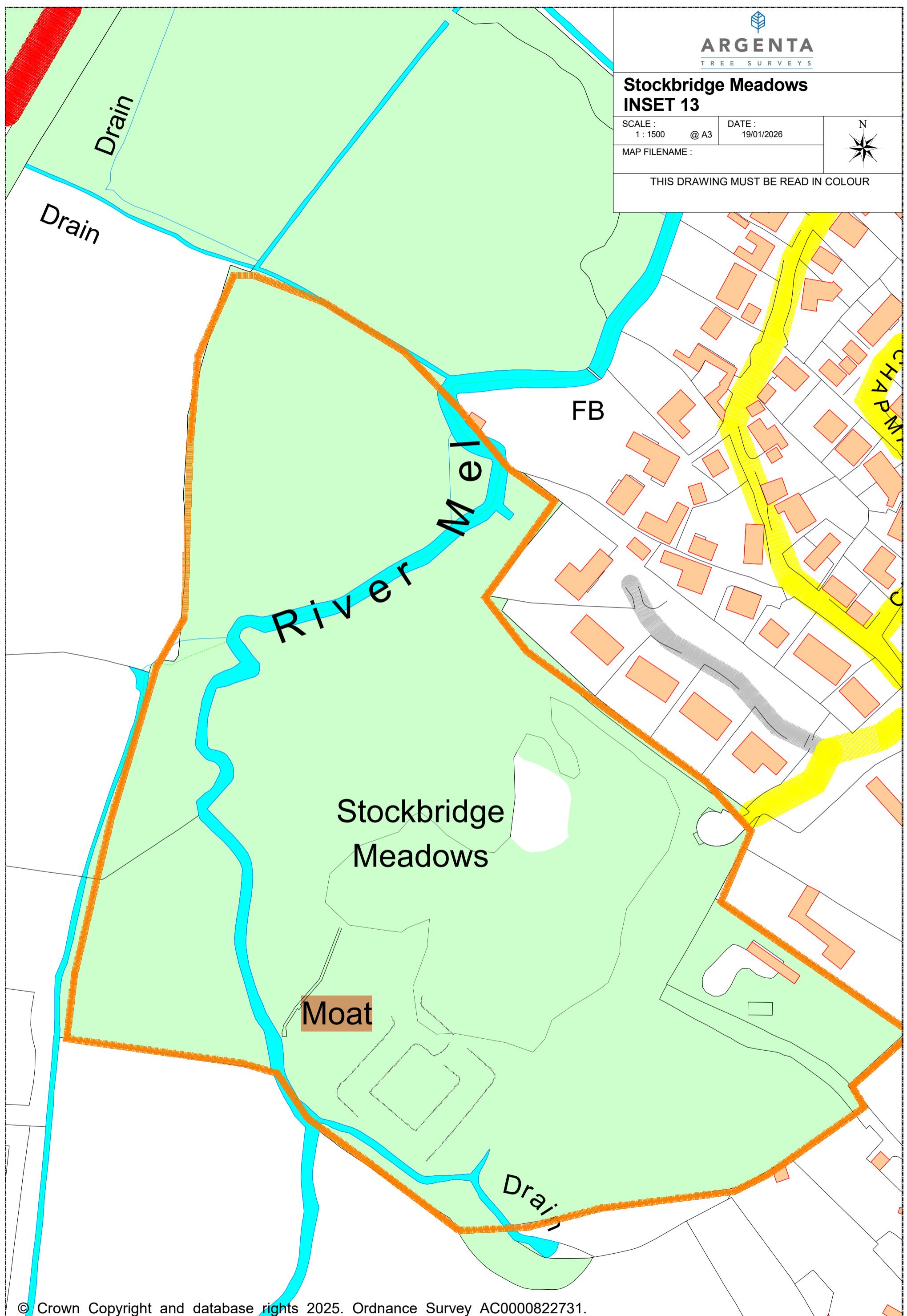
Stockbridge Meadows
INSET 13

SCALE :
1 : 1500 @ A3 DATE :
19/01/2026

MAP FILENAME :



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Site name: Stockbridge Meadows Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
General site	Mixed deciduous	Up to 20	N/A	N/A	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair No action Very informal walking and habitat area with large open areas and copes of Ash, Elder and Poplar with occasional Willow, and areas of scrub			0	2

Jubilee Wood / Orchard & Copse
INSET 14

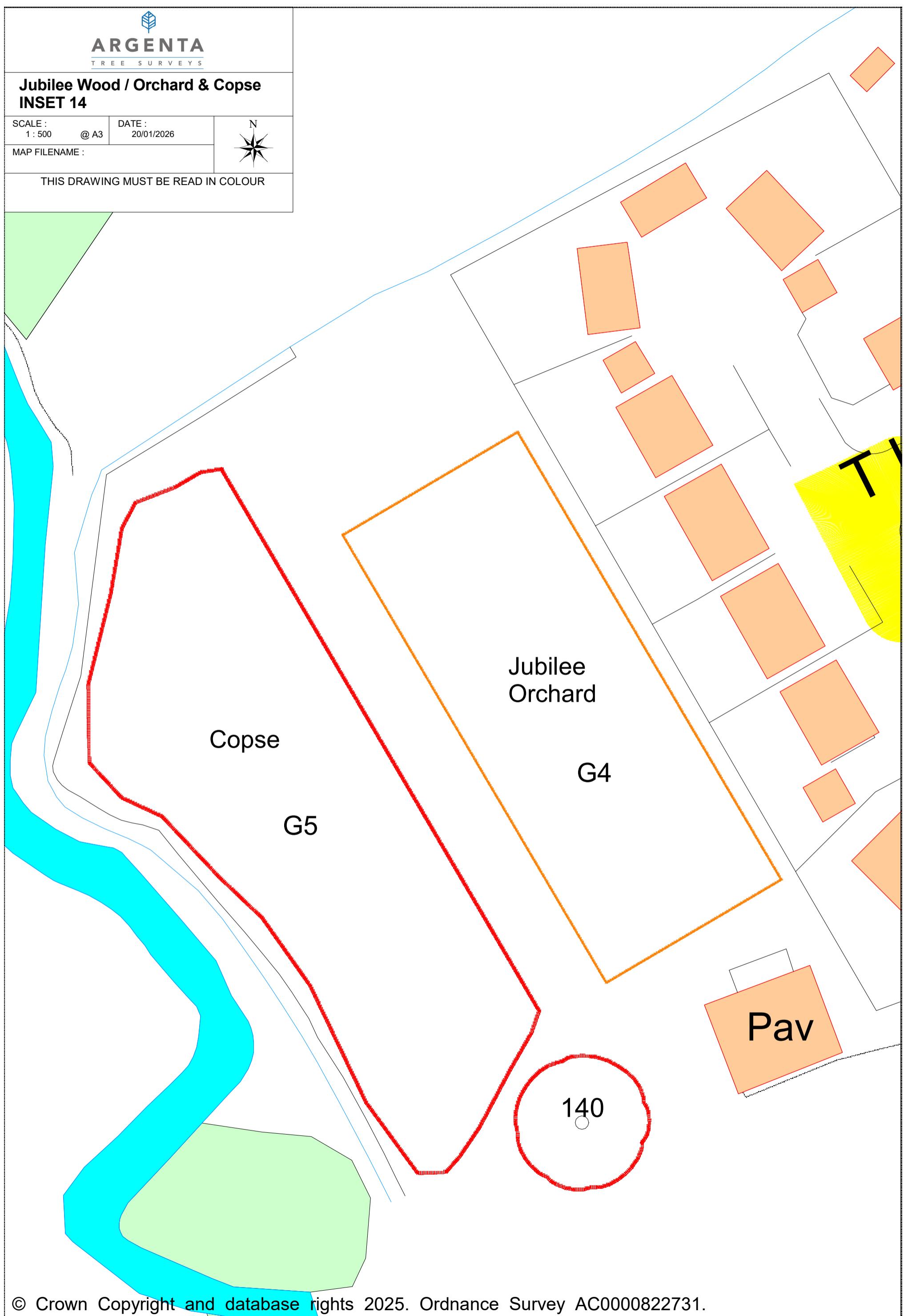
SCALE : 1 : 500 @ A3

DATE : 20/01/2026



MAP FILENAME :

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Site name: Jubilee Wood & Copse Surveyor: Ian Lorman			Date of survey: December 2025 Conditions: Clear / dry / still							
Tree number	Species	Height estim (m)	Stem Diam (s) estim (mm) No. of	Crown spread Ave rad estim (m)	Life stage	Observations; structural / physiological condition and any tree work recommendations			Priority / urgency of work	Zone value
140	Crack Willow	20	2000	10	Veteran	Crown - Fair, Stem - Fair, Basal Area - Fair Crown reduce by 5 metres Significantly over-extended major branches throughout (threat of large branch shedding)			2	1
Group G4	Orchard planted in 2000 of 52no. fruit trees comprising Apple Damson Gage Plum Pear	Up to 6	N/A	N/A	Mature	Crown - Fair, Stem - Fair, Basal Area - Fair Remove fallen trees Fruit tree pruning (see content of report) Orchard that has successfully established over the last quarter-century, however has not benefitted from cyclical fruit tree management and will lapse into decline if not managed			3	2
Group G5	Informal copse of trees planted in 2000 comprising Oak Walnut Sweet Chestnut Cherry Apple Maple Birch Horse Chestnut Rowan Ash	Up to 15	N/A	N/A	Mature	Crown - Good, Stem - Good, Basal Area - Good No action A well established collection of trees that make a significant contribution to amenity			0	1



ARGENTA

T R E E S U R V E Y S

TREE HEALTH & SAFETY SURVEY & ARBORICULTURAL REPORT

Sites at:

Several locations
Parish of Melbourn

Job ref	Report Version	Author	Checked	Date
ATS0971	V1	IL	IL	December 2025





Ian Lorman

Relevant Qualifications

Professional Diploma in Arboriculture (Royal Forestry Society)

National Diploma in Arboriculture

National Certificate in Horticulture (Arboriculture Module)

Professional Membership

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

Membership number FE1030



**Arboricultural
ASSOCIATION**

Fellow Member

Experience

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





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7	Site: Recreation Ground (map inset 3)	14
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9	Site: Orchard Road (map inset 5)	16
10	Site: Orchard Road Cemetery (map inset 6)	16
11	Site: Royston Road (map inset 7)	19
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13	Site: Old Recreation Ground (map inset 9)	20
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19 Normative References

23

Included with this report

Tree location plan inset key map

Inset tree location plans x 14 for each area covered

Tree survey schedules





1 Limitations

- 1.1 The content of this report is valid for a period of between two and six years from the date shown on the title page.
 - i. Trees in Zone 1: Two years (red on plans)
 - ii. Trees in Zone 2: Four years (amber / orange on plans)
 - Note: Trees are living organisms whose health and condition can change rapidly. Condition and health and safety should be checked on a regular basis and after an extreme weather event.

1.2 Trees

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

1.3 Tree Law

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

1.4 Wildlife

- 1.4.1 Before carrying out tree works, it is necessary to observe laws in respect of protected species and habitats. Various habitats and species of animal in the UK are protected by the following Statutory Instruments:
 - Wildlife and Countryside Act 1981(as amended)



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

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

1.5 Non-disclosure Notice

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

1.6 Third Party Disclaimer

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

1.7 Status

1.7.1 This is a tree safety report. It has been prepared in compliance with a landowner's duty of care obligations regarding the health and safety of the public and property such that may be presented by the partial or whole structural FAILURE of a tree or



trees. The report makes recommendations for tree surgery works to address defects identified during the tree survey. The tree surgery works are given a priority weighting.

1.7.2 This document does not;

- i. address the matter of the current or future potential for damage to buildings or other structures and surfaces from tree roots, directly or indirectly,
- ii. address any hazards presented by low-hanging tree branches that have the potential to cause injury to pedestrians (e.g. eye injury) or damage to vehicles.



2 Brief

2.1 This report was requested by Melbourn Parish Council on 20th December 2024. The tree survey was conducted across all sites during October, November and December 2025 as weather permitted.

2.2 I am instructed to undertake a health & safety tree survey at several sites across the Parish to identify structural defects in trees and to make recommendations for tree surgery operations to eliminate a risk, or mitigate a risk to an acceptable level, proportionate to the nature and the location of the trees. Trees have been plotted on an Ordnance Survey base map using Geographical Positioning System (GPS) to a level of accuracy that is sufficient to identify the location of the trees, typically +/- 2 metres.

2.3 The previous survey in 2023 covered seven sites in the village. The current survey covers those same sites plus another seven sites, making the total 14.

- Table: Previously surveyed sites and new sites added for 2025

Sites surveyed in 2023 (historic)	Sites surveyed in 2025 (including new sites added)
Cambridge Road / Hale Close	Cambridge Road / Hale Close
The Moor Play Area	The Moor Play Area
The Recreation Ground	The Recreation Ground
All Saints Churchyard	All Saints Churchyard
Orchard Road	Orchard Road
Orchard Road Cemetery	Orchard Road Cemetery
Royston Road	Royston Road
	St George's & Grays Allotments



	The Old Recreation Ground
	Beechwood Avenue
	New Road Cemetery
	Maple Way
	Stockbridge Meadows
	Jubilee Wood & Copse



3 Summary of Findings and Recommendations

3.1 The trees are located at fourteen sites across the Parish, and their locations are shown on fourteen separate maps.

3.2 Overall, the health and condition of trees is good. No urgent work is required. In total twenty-one individual trees, and two groups of trees have been identified for remedial works, some of which is for safety, and some of which is for good husbandry (some for both).

3.3 Please note that Orchard Road Cemetery (map inset 6) has a separate numbering system running from 1 to 41 inclusive (12.1 and 12.2 have been added in the 2025 survey). This is because the survey was originally commissioned as a discrete ad hoc project in 2022 which has since been incorporated into the whole village tree survey.

3.4 A large proportion of the recommended work relates to the severance of Ivy from tree trunks. The purpose of this is usually to cause the Ivy to die and to then later allow a proper visual inspection of the trunk and the crown of the tree.

- Below: Table – Summary of tree surgery recommendations

Tree number	Map number	Species	Site	Tree surgery	Priority
12	INSET 2	Birch	Moor Road Play Area	Fell	2
32	INSET 4	Horse Chestnut	All Saints Churchyard	Sever Ivy	2
54	INSET 4	Ash	All Saints Churchyard	Remove dead wood over road	2
61	INSET 5	Ash	Orchard Road	Crown reduce by 5 metres	2



12.2	INSET 6	Cypress	Orchard Road Cemetery	Remove subsiding branch that is overhanging path	2
16	INSET 6	Silver Birch	Orchard Road Cemetery	Sever Ivy	3
25	INSET 6	Irish Yew	Orchard Road Cemetery	Fell	3
40	INSET 6	Sycamore	Orchard Road Cemetery	Sever Ivy	2
68	INSET 7	Lombardy Poplar	Royston Road	Fell	2
94	INSET 8	Ash	St George's & Grays Allotments	Sever Ivy	3
Group G3	INSET 9	Beech Ash Willow	The Old Recreation Ground	Sever Ivy	2
113	INSET 10	Swedish Whitebeam	Beechwood Avenue	Remove Ivy	2
114	INSET 10	Swedish Whitebeam	Beechwood Avenue	Remove Ivy	2



115	INSET 10	Mountain Ash	Beechwood Avenue	Remove Ivy	2
133	INSET 12	Silver Maple	Maple Way	Sever Ivy	3
134	INSET 12	Silver Maple	Maple Way	Sever Ivy	2
135	INSET 12	Field Maple	Maple Way	Sever Ivy	2
136	INSET 12	Ash	Maple Way	Sever Ivy	2
137	INSET 12	Hornbeam	Maple Way	Sever Ivy	2
138	INSET 12	Silver Maple	Maple Way	Sever Ivy	2
139	INSET 12	Field Maple	Maple Way	Sever Ivy	2
140	INSET 14	Crack Willow	Jubilee Wood & Copse	Crown reduce by 5 metres	2
Group G4	INSET 14	Mixed orchard	Jubilee Wood & Copse	Fruit tree pruning and restoration (see report Chapter 18)	3

3.5 Recommendations for cyclical expert re-inspection after this initial survey will not require that all the trees be re-inspected unless it is time to look at them again. For example, 2 years after the date of this report it may only be necessary to inspect the 'Zone 1' trees. In practice there is no economical benefit to separating tree surveys



into separate 2 and 4 year frequencies as most of the trees require a biennial inspection frequency anyway.

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



4 Tree Survey Methodology

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



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

- 2 – Works that should be undertaken within 6 months of the tree inspection.
- 3 – Works that should be undertaken within 18 months of the tree inspection, or prior to the next scheduled tree inspection, whichever is sooner.

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

Young: Young trees

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

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

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

Veteran: Veteran trees

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

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

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



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

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

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



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



5 Site: Cambridge Road (map inset 1)

- 5.1 The tree survey has collected data on the more significant trees; those that are currently relevant in respect of hazard and risk. The trees surveyed form a contiguous landscape feature along with others, notably self-set Sycamores and the occasional Field Maple. Trees are located either side of a ditch.
- 5.2 There are currently no issues of note.

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

- 6.1 All trees were inspected. They are generally in excellent health and condition except for tree 12 that has snapped in half and is recommended for removal.
- 6.2 Two sides of the land parcel are outlined by mature Silver Birch, many of which are very high quality and notably tall. The Small-leaved Lime located on its own in the south-east corner is a stunning specimen.
- 6.3 The even-age of the Silver Birch population will present a management dilemma when the trees begin to deteriorate due to their age. Typically, they are not a long-lived species, and they are now at their peak.

7 Site: Recreation Ground (map inset 3)

- 7.1 The map shows the area of trees inspected along the boundary of the Recreation Ground (orange rectangle). These are predominantly mature Ash mixed in with Sycamore and Field Maple trees. Many are host to dense Ivy. Overall crown health suggests early stages of Ash dieback disease caused by the fungus *Hymenoscyphus fraxineus*, but the trees have not deteriorated since the previous inspection in 2023.
- 7.2 Willow trees located at the western boundary are numbered 23 to 27. Tree 27 which is now a dead stump covered in Ivy may be left in situ to decay and continue as a wildlife habitat. All trees have previously been pollarded.
- 7.3 No works are currently required.



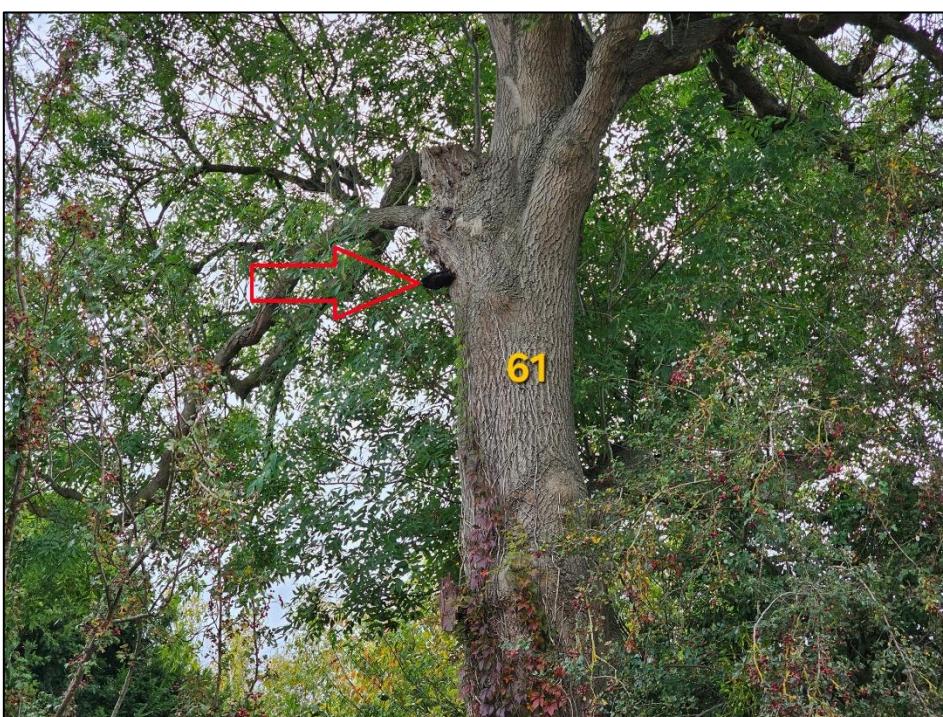
8 Site: All Saints Churchyard (map inset 4)

- 8.1 The stand-out specimen tree in this well-maintained churchyard is the Horse Chestnut tree at the front (tree number 37) which remains in an excellent state of health.
- 8.2 The eight new Purple Plum trees either side of the main path up to the church entrance are establishing very well. The stakes and ties have now been removed.
- 8.3 The Ivy on tree 32 should be removed, and dead branches overhanging the road on tree 54 need to be removed.



9 Site: Orchard Road (map inset 5)

- 9.1 This area comprises mature Ash and Sycamore trees growing within a narrow, overgrown verge.
- 9.2 A fungal bracket of the wood decay fungus *Inonotus hispidus* has been identified on tree 61 (Ash). This fungus causes embrittlement of the structural wood of Ash trees among others and frequently results in large parts of a tree snapping out. This is a large tree in a busy location. It is recommended that the tree be substantially reduced by around 5 metres to greatly reduce the load on the areas of degraded wood.
 - Below: Tree 61 (Ash) – Red arrow indicates a fungal fruiting body of *Inonotus hispidus*



10 Site: Orchard Road Cemetery (map inset 6)

- 10.1 This site has a tree numbering system separate from the rest of the tree survey.
- 10.2 For a cemetery the site is densely treed, especially in the north-eastern corner. Species and age range are not diverse, which would typically be a concern in respect



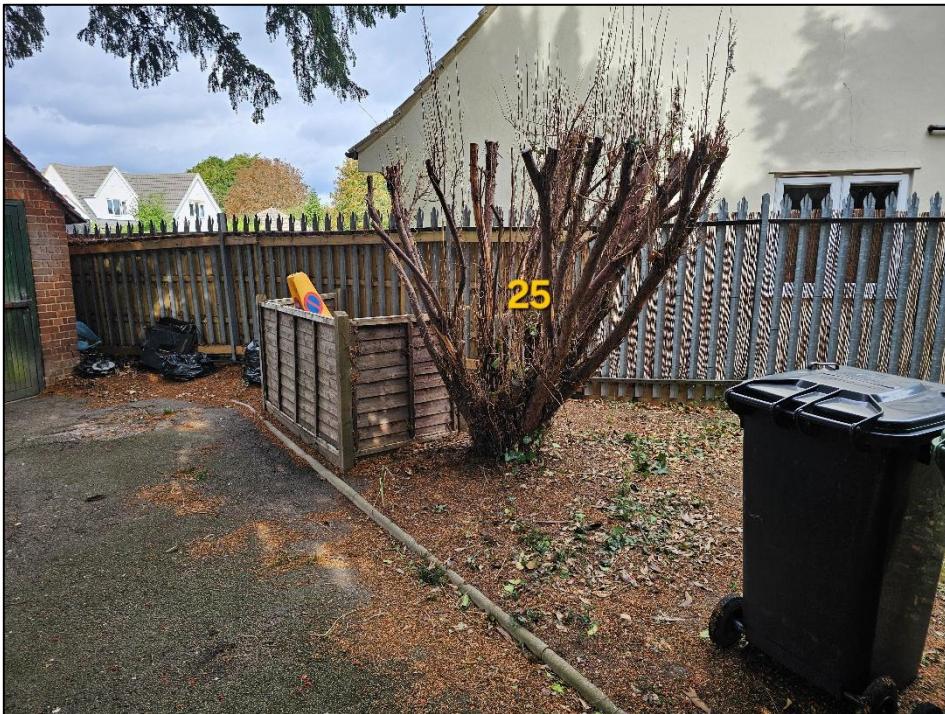
of resilience to disease and long-term cover. However, the species present are very robust and most have a lengthy life-expectancy, especially the Yews and Hollies.

- 10.3 Sycamore trees numbered 40 and 41 located to the rear of 7 and 9 Medcalfe Way have previously been managed by reduction (or high pollard) at around a height of 12 metres. The recommendation is to restore and maintain the trees in a cycle of crown reduction.
- 10.4 Since the previous survey two trees have been added that were missed previously (12.1 & 12.2).
- 10.5 Tree 12.2 (Irish Yew) would benefit from the subsiding branch being cut out before it snaps out (see photo below). Tree 16 (Birch) should have the Ivy severed. Tree 25 (Irish Yew) should now be removed as it has died after a long struggle in deep shade (see photo below). Tree 40 (Sycamore) should have the Ivy severed.
 - Below: Tree 12.2 (Irish Yew) – Subsiding branch over path to be removed





- Below: Tree 25 (Irish Yew) - Dead





11 Site: Royston Road (map inset 7)

- 11.1 A long row of around thirty Poplar trees is located along the north side of Royston Road, adjacent to the footpath. They appear to be 20 to 30 years old and would likely have been planted concurrently.
- 11.2 Ivy has colonised most of the trees, making it impossible to inspect the lower trunks. In later years, when the trees are larger, and when they are reaching the point they are potentially dangerous, it is recommended that Ivy be removed to facilitate inspection.
- 11.3 Most trees are healthy, but a few have developed dieback in their tops. Some trees have been felled following previous recommendations. Some of those stumps are now regenerating.
 - Below: Tree 68 has died. It is recommended for removal





12 Site: St George's & Grays Allotments (map inset 8)

12.1 Sporadic mature trees are located on the north, west, and southern site boundaries. There are some smaller trees internal to the site within allotment plots of little consequence.

12.2 It is recommended that the Ivy be severed on the trunk of tree 94 (Ash).

13 Site: Old Recreation Ground (map inset 9)

13.1 There are many remarkable large mature trees on this site which are located on the northern, southern and western boundaries. The massive London Planes on the western boundary adjacent to The Moor are particularly striking.

13.2 It is recommended that the ivy on the four trees of group G3 be severed as they are rather overwhelmed. It is impossible to see the tree trunks at all, so an opinion cannot be given on their integrity.

14 Site: Beechwood Avenue (map inset 10)

14.1 The map covers the amenity area open space, and four further trees on nearby roads.

14.2 Three small trees on the open space are covered in Ivy (113, 114, 115). They will die if the Ivy isn't stripped from their trunks and branches.

15 Site: New Road Cemetery (map inset 11)

15.1 This is a recently established site that is extensively landscaped with trees. Only the significant trees are recorded, those being the largest at the current time. There are many more trees that would gradually be added to the survey as the years pass.

15.2 No tree work is currently required.



16 Site: Maple Way (map inset 12)

- 16.1 Trees 133, 134 and 135 are remarkable for their dimensions in this built-up setting.
- 16.2 All the trees are somewhat overrun with Ivy, which in some cases will eventually harm them by shading them out and the weight of Ivy snapping off branches.
- 16.3 It is recommended that the Ivy on all the trees be severed.

17 Site: Stockbridge Meadows (map inset 13)

- 17.1 I met with Mr Keith Rudge in mid-December 2025 to walk around the paths of Stockbridge Meadows.
- 17.2 Ash Dieback Disease (caused by the fungus *Hymenoscyphus fraxineus*) remains a minor cause for concern and is clearly affecting some trees more than others. It remains less of a concern than several years ago, and I have noticed many trees recovering or developing resistance to the symptoms.
- 17.3 No other items of concern were noted, and no tree work is currently required.

18 Site: Jubilee Wood & Copse (map inset 14)

- 18.1 This site, located adjacent to the pavilion on the recreation ground can easily be considered as two separate areas: the Jubilee Wood (the orchard) (G4), and the Copse (G5). It is understood that the Jubilee Orchard was planted in 2002 to commemorate the Golden Jubilee of the late Queen Elizabeth II, and the copse was planted to mark the turn of the 21st century in 2000. The trees are generally in a very good state of health and vigour with some exceptions in the orchard where Pear trees are struggling.
- 18.2 The one individual and historic tree is a massive Crack Willow (tree 140). This is probably over 100 years old. The species has a genetic predisposition to shed large branches. It has now reached a size and structural form where branch shedding has become inevitable, and the matter needs to be addressed. It is therefore recommended that it undergoes an overall crown reduction of around 5 metres to



relieve loads at the bases of large branches, so greatly lessening the chance of catastrophic failure.

18.3 The Jubilee Orchard (G4) has bolted since planting, and a few trees haven't survived or have fallen over. The majority, however, are very vigorous and well established. G4 will benefit greatly from restoration to establish a baseline. This would include removal of dead and fallen trees, and the restoration pruning of the surviving trees by a contractor who understands and is experienced with fruit tree pruning. Such restoration pruning can appear quite brutal. Once this is completed, after initially another three years a contractor would need to come back to revisit the regrown trees and bring them into a condition that befits a productive orchard. A local fruit tree pruning contractor of some repute is Richardson Tree Surgery Limited richardsontreesurgery.co.uk who can be contacted on 01954 203836.

18.4 The Copse (G5) currently requires no tree work.



19 Normative References

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

- R.G. Strouts, T.G. Winter (1994). Diagnosis of Ill-Health in Trees. DoE
- D. Lonsdale (1999). Principles of Tree Hazard Assessment and Management. ODPM
- C. Mattheck, K. Bethge, K. Weber (1994). The Body Language of Trees. DoE
- C. Mattheck (2007). Updated Field Guide for Visual Tree Assessment. Forschungszentrum Karlsruhe GmbH
- F.W.M.R. Schwarze, J. Engels, C. Mattheck (1999). Fungal Strategies of Wood Decay in Trees. Springer
- Common Sense Risk Management of Trees (2024). National Tree Safety Group / Forestry Commission
- Tree Surveys: A Guide to Good Practice – Guidance Note 7 (2015). The Arboricultural Association
- British Standard BS3998: 2010 Tree Work – Recommendations. BSI
- Arboricultural Journal Volume 43 Issue 1 (March 2021). Jeremy Barrell. The implications of recent English legal judgements, inquest verdicts, and Ash Dieback Disease for the defensibility of tree risk management regimes. The Arboricultural Association



www.argentatreesurveys.co.uk

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Mobile: 07766 379251

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Company no: 10697882

VAT no: 335731700

Registered Company address

11 East Road

Isleham

Ely

Cambridgeshire

CB7 5SN

Signed:

A handwritten signature in black ink, appearing to read "Ian Lorman".

Ian Lorman
Director

December 2025



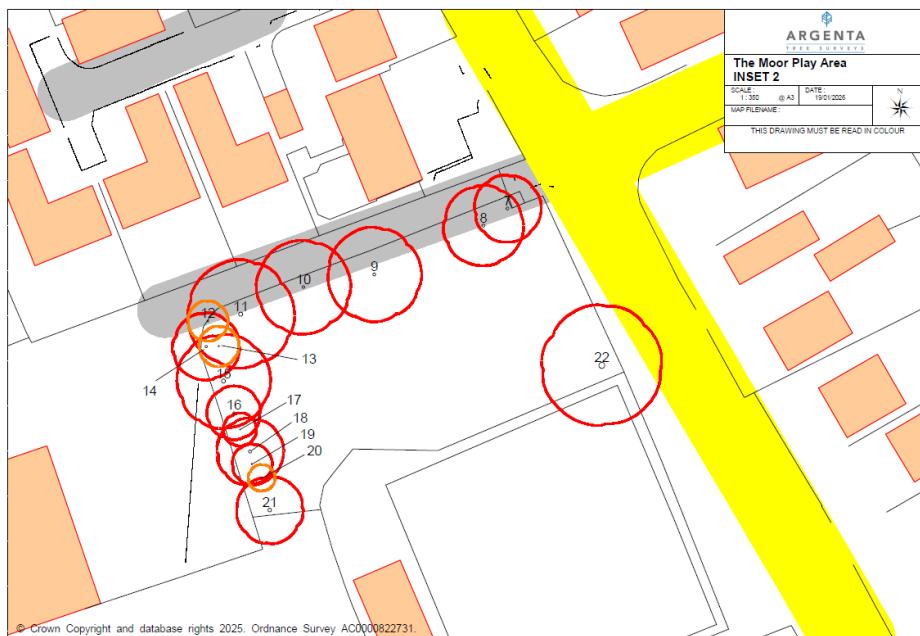
Overall summary of the report

- Overall tree conditions are good across the parish.
- No urgent (emergency) work is required.
 - Priority 2 – work should be done within 6 months
 - Priority 3 – work should be done within 18 months or before the next inspection (to be considered at a future meeting, next financial year).

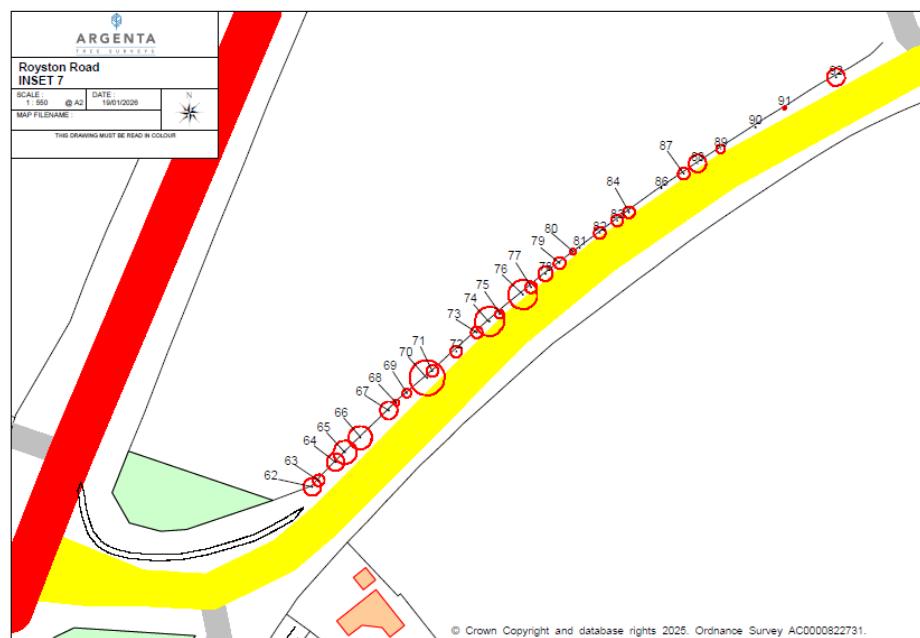
Works required now (Priority 2 – within 6 months)

Tree removals / major safety works

- Tree 12 – Silver Birch, Moor Play Area (Fell (tree has snapped and is unsafe))

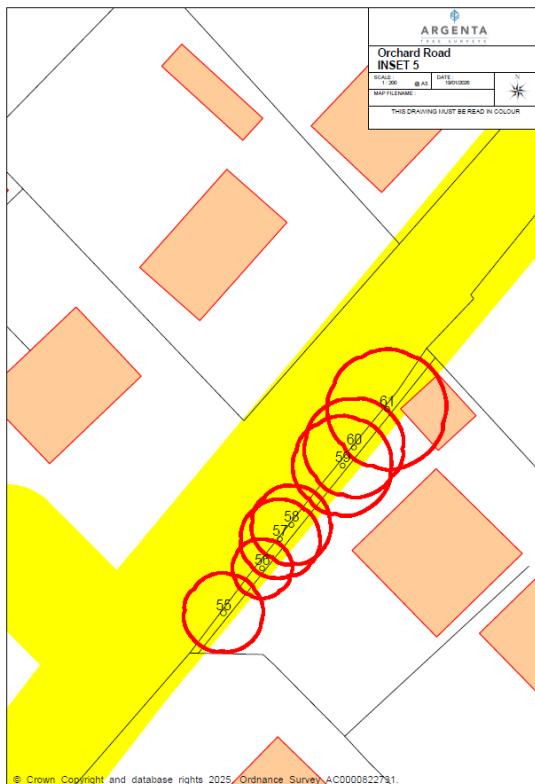


- Tree 68 – Lombardy Poplar, Royston Road (Fell (tree is dead))

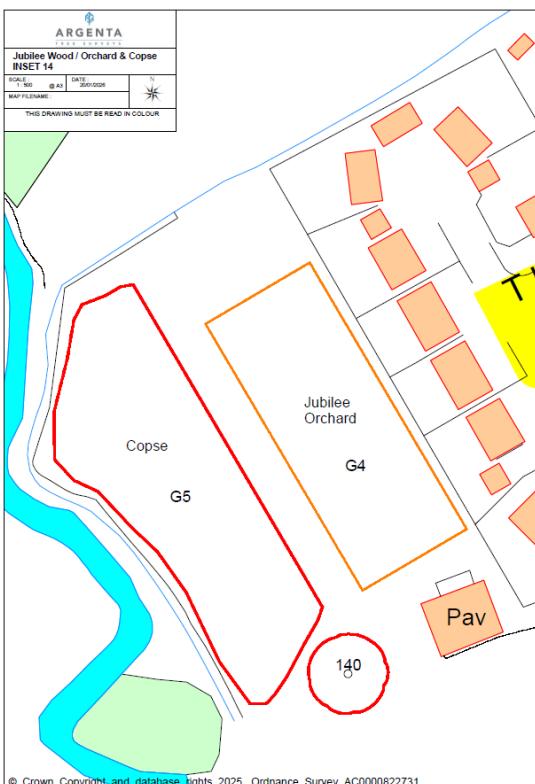


Crown reductions / structural pruning

- Tree 61 – Ash, Orchard Road (Crown reduce by ~5 metres (fungal decay present in a busy location)

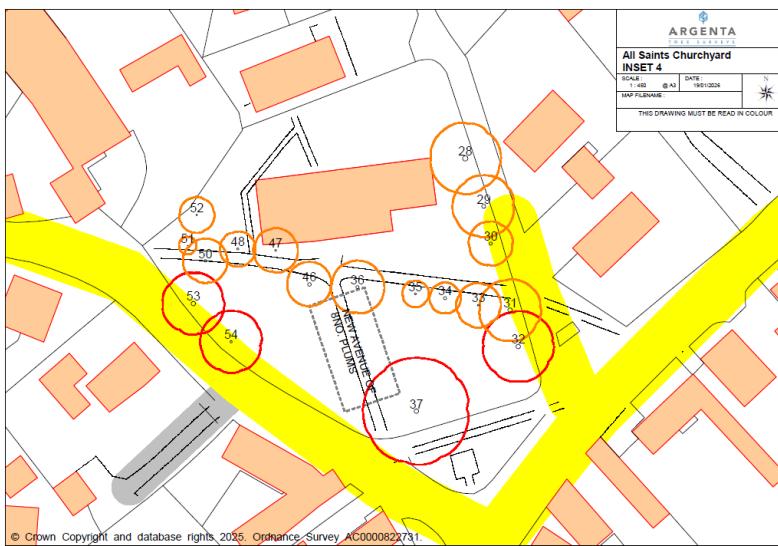


- Tree 140 – Crack Willow, Jubilee Wood & Copse (Crown reduce by ~5 metres (high risk of large branch failure)



Deadwood / branch removal

- Tree 54 – Ash, All Saints Churchyard (Remove deadwood over road)

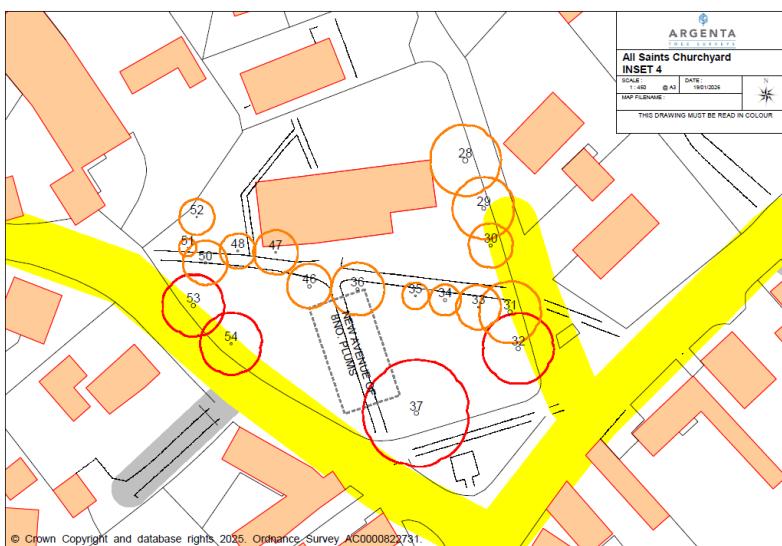


- Tree 12.2 – Cypress, Orchard Road Cemetery (Remove subsiding branch over path)



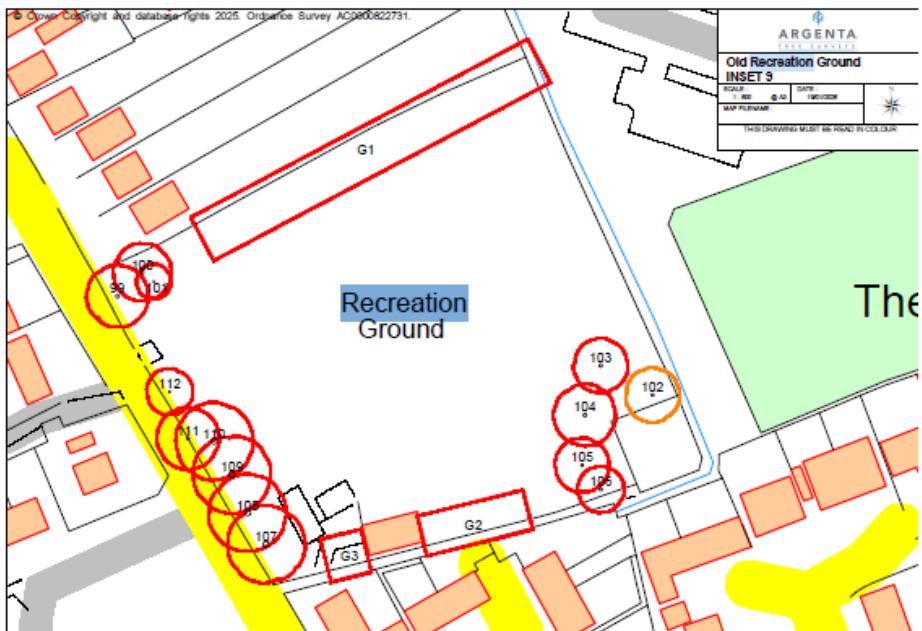
Ivy removal / severance

- Tree 32 – Horse Chestnut, All Saints Churchyard

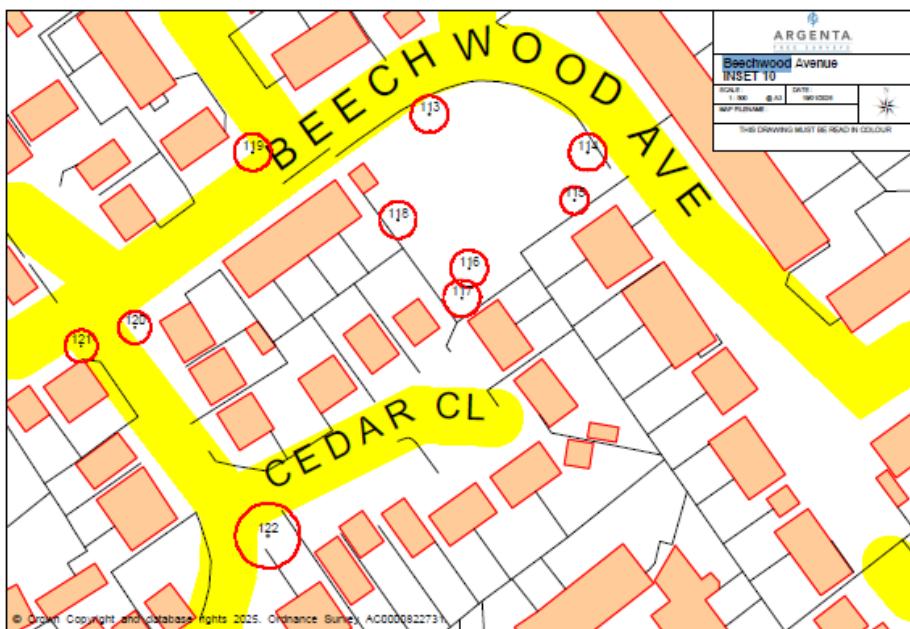


MA108/2526c) Parish tree report – summary

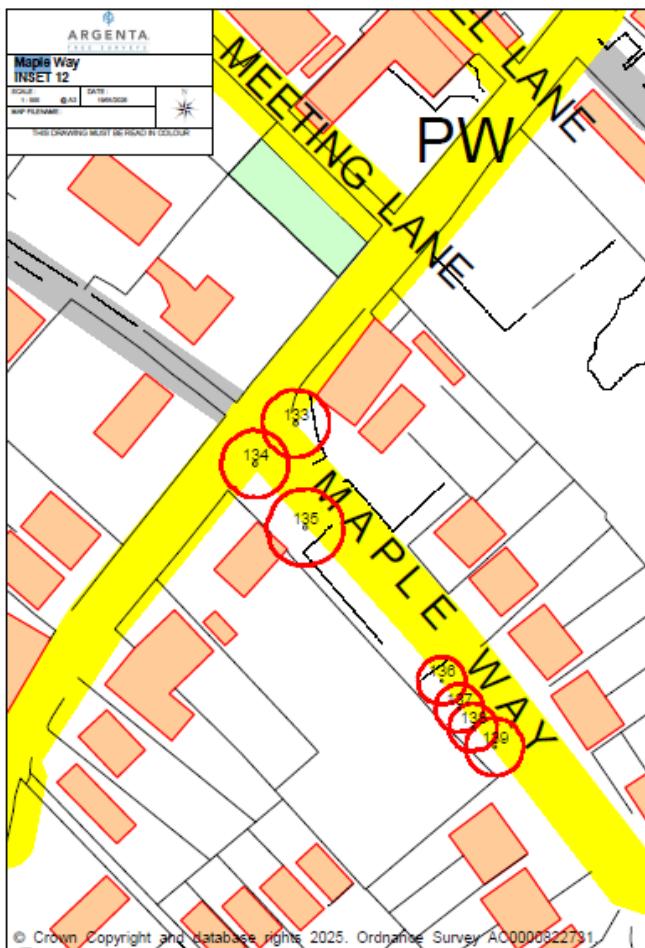
- Group G3 (Beech / Ash / Willow), Old Recreation Ground



- Trees 113, 114, 115, Beechwood Avenue

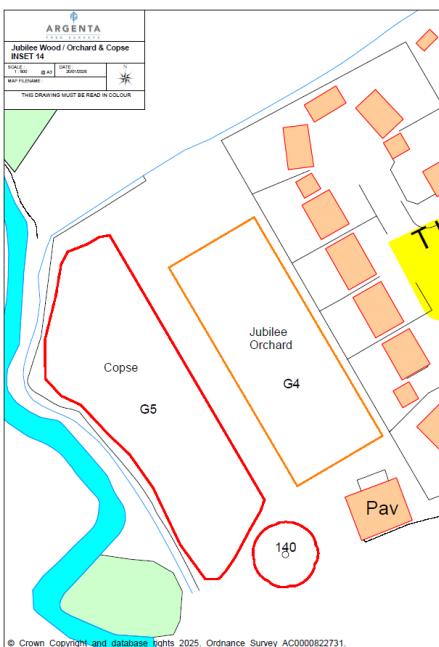


- Trees 134, 135, 136, 137, 138, 139, Maple Way



Jubilee Orchard

- The Jubilee Orchard (G4) has bolted since planting, and a few trees haven't survived or have fallen over. The majority, however, are very vigorous and well established. G4 will benefit greatly from restoration to establish a baseline. This would include removal of dead and fallen trees, and the restoration pruning of the surviving trees by a contractor who understands and is experienced with fruit tree pruning. Such restoration pruning can appear quite brutal. Once this is completed, after initially another three years a contractor would need to come back to revisit the regrown trees and bring them into a condition that befits a productive orchard. A local fruit tree pruning contractor of some repute is Richardson Tree Surgery Limited.



TAX INVOICE

Melbourn Parish Council

Invoice Date
20 Jan 2026

Invoice Number
INV-1181

Reference
Melbourn PC 2025

VAT Number
335731700

Argenta Tree Surveys
Limited
Attention: Ian Lorman
11 East Road
Isleham
ELY
Cambridgeshire
CB7 5SN
Mobile: 07766 379251
Landline: 01638 781422

Description	Quantity	Unit Price	VAT	Amount GBP
Melbourn PC tree health & safety survey October 2025: Royston Road Stockbridge Meadows Recreation Ground The Moor Play Area Hale Close / Cambridge Road All Saints Churchyard Orchard Road Orchard Road Cemetery Jubilee Wood area & copse Beechwood Avenue amenity area New Road Cemetery Allotments (St George's & Grays) Maple Way / Orchard Road junction & layby Beechwood Avenue (small parcels) Old Recreation Ground	1.00	1,445.00	20%	1,445.00
OS Vectormap base with 12 month licence (at cost) PRICE SUBJECT TO INCREASE IN APRIL 2025	1.00	42.49	20%	42.49
		Subtotal		1,487.49
		TOTAL VAT 20%		297.50
		TOTAL GBP		1,784.99

Due Date: 19 Feb 2026

SORT CODE: 09 01 29

ACCOUNT NO. 12014758

ARGENTA TREE SURVEYS LIMITED

CHARGES AND TERMS OF PAYMENT

The Consultancy Charges agreed in this quote shall be paid within 30 days of an invoice being submitted. If additional costs or delay is directly caused by discrepancies, errors or omissions in information supplied by the Client the Client shall pay to the Consultant any such additional costs so incurred and allow a reasonable extension of time for the performance of the Consultancy Services. If the payment of any sum due is delayed the Consultant shall be entitled to charge interest at the rate of 4% above the base rate of the Bank of England for the time being in force on the overdue amount and/or suspend further performance of the Consultancy Services provided that the Consultant shall not suspend performance unless it shall have given to the Client written notice requiring payment of

the overdue sum within 7 days and the Client shall have failed to comply with such notice.
E. & O. E.



[View and pay online now](#)



PAYMENT ADVICE

To: Argenta Tree Surveys Limited

Attention: Ian Lorman

11 East Road

Isleham

ELY

Cambridgeshire

CB7 5SN

Mobile: 07766 379251

Company Registration No: 10697882. Registered Office: Attention: Ian Lorman, 11 East Road, Isleham, ELY, Cambridgeshire, CB7 5SN, GBR.
Landline: 01638 781422

Customer	Melbourn Parish Council
Invoice Number	INV-1181
Amount Due	1,784.99
Due Date	19 Feb 2026
Amount Enclosed	

Enter the amount you are paying above

219. From 1st October 2025, The Council will allocate up to two plots only per household, any further plot tenancies to the same household that are required, will only be allocated at the discretion of the Parish Clerk.

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The Parish Clerk

Tenant

ST GEORGE'S ALLOTMENT ASSOCIATION

MELBOURN ALLOTMENT SITES : THE MOOR AND GRAYS ALLOTMENTS

SPECIFICATION FOR SHEDS ON THE SITES

All sheds should be purchased from commercial suppliers, not constructed by plot holders.

The maximum size should be 2*3 metre foot print and 2.2 metre high. This would include smaller storage units for tools.

Sheds should only be made from wood, protected with preservative.

Roofs can be flat or gabled, using roof felt or equivalent. Pent is recommended as this is the most effective design for water capture from guttering into a water butt.

Windows will be allowed as long as they are not glass.

Sheds should be placed on appropriate footings to ensure that they are secure and will not be disturbed by normal wind conditions. This should not be concrete or bricks. Sand and slabs are suggested.

Sheds should be professionally installed.

Sheds must be properly maintained.

Only one shed will be allowed per plot (including half plots).

Installation should not disturb adjacent plots, without permission of the adjacent owner.

It is the responsibility of the departing plot holder to deal with transfer of their sheds to new plot owners or removal if requested by the new owner.

Sheds must be appropriately insured.

No fuel or flammable material should be kept in the shed. No toxic chemicals should be kept in the shed.

The shed should be kept secured with a padlock.

Sheds should be positioned so as not to unreasonably shade a neighbouring plot.

Plot holders should ensure that bonfires are not positioned near to a shed on their, or an adjacent, plot.

There will be a provision for a “dangerous shed notice” which will be part of the regular plot inspection system. This could be because the shed is leaning or has damaged, loose or rotten components. A plot holder served with such a notice will have to make the shed safe or remove it.

Glass greenhouses are not allowed. Polycarbonate greenhouses are permitted provided they are properly constructed and secured in place.

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: June 2024
Review date: May 2025

APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Village Car Park	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
War Memorial	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Littlehands and Access Way	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
New Rec. Ground	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Clear Cres. Play Park	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Orchard Road Cemetery	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
New Road Cemetery	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Old Recreation Ground	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Pavilion	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
All Saints' C/Yard	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Jubilee Orchard	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	
Armingford Cres	11-11-25 ✓	11-11-25 ✓	1. 12. 25	8-12-25 ✓	

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Rosemary Place	11-11-25	✓	24-11-25	✓	1. 12. 25	8-12-25	✓
Hopkins Homes – Strategic Green Belt Area					1. 12. 25		
Pavilion Defibrillator	11-11-25	✓	24-11-25	✓	1. 12. 25	8-12-25	✓
Doctors Surgery Defibrillator	11-11-25	✓	25-11-25	✓	1. 12. 25	9-12-25	✓
Beechwood Avenue	11-11-25	✓			1. 12. 25		
Millennium Copse	✓	✓			1. 12. 25		
Worcester Way	11-11-25	✓			1. 12. 25		
Allotments	11-11-25						
Fire Engine Shed					8-12-25	✓	
Chalkhill Barrow	✓	✓					
Elm Way	✓	✓					
Stockbridge M.					✓		

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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	1-11-25 25-11-25 25-12-25	1.12.25 8-12-25	8-12-25	
Formal thermal control and hygiene regime – MPC to provide appropriate thermometer	Wardens			8-12-25	
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				

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APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week 4	
Moor Play Park	15-12-25	22-12-25	29-12-25	6-1-26	✓
Village Car Park	15-12-25	22-12-25	29-12-25	6-1-26	✓
War Memorial	15-12-25	22-12-25	29-12-25	6-1-26	✓
Littlehands and Access Way	15-12-25	22-12-25	29-12-25	6-1-26	✓
New Rec. Ground	15-12-25	22-12-25	29-12-25	6-1-26	✓
Clear Cres.Play Park	15-12-25	22-12-25	29-12-25	6-1-26	✓
Orchard Road Cemetery	15-12-25	22-12-25	29-12-25	6-1-26	✓
New Road Cemetery	15-12-25	22-12-25	29-12-25	6-1-26	✓
Old Recreation Ground	15-12-25	22-12-25	29-12-25	6-1-26	✓
Pavilion	15-12-25	22-12-25	29-12-25	6-1-26	✓
All Saints' CYard	15-12-25	22-12-25	29-12-25	6-1-26	✓
Jubilee Orchard	15-12-25	22-12-25	29-12-25	6-1-26	✓
Armingford Cres	15-12-25	22-12-25	29-12-25	6-1-26	✓

MELBOURN PARISH COUNCIL

Doc. No.: 4.23

Version: 6

Date approved: June 2024

Review date: May 2025

Rosemary Place	15-12-25	8.	✓	✓	✓	✓	✓	✓
Hopkins Homes – Strategic Green Belt Area	15-12-25	8.	✓	✓	✓	✓	✓	✓
Pavilion Defibrillator	15-12-25	8.	✓	✓	✓	✓	✓	✓
Doctors Surgery Defibrillator	15-12-25	8.	✓	✓	✓	✓	✓	✓
Beechwood Avenue	15-12-25	8.	✓	✓	✓	✓	✓	✓
Millennium Copse	15-12-25	8.	✓	✓	✓	✓	✓	✓
Worcester Way	15-12-25	8.	✓	✓	✓	✓	✓	✓
Allotments	15-12-25	8.	✓	✓	✓	✓	✓	✓
Fire Engine Shed								
Chalkhill Barrow								
Elm Way								
Stockbridge M.								

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
 Version: 6
 Date approved: June 2024
 Review date: May 2025

Responsibility	Weekly (please note date completed)	Monthly (note insert date completed)	Quarterly (note insert date completed)	Annually (note insert date completed)
Wardens	15-12-25 12-12-25	15-12-25 12-12-25		
Wardens		6-1-26 88		
Wardens		6-1-26 88		
Cleaning contractor				
Cleaning Contractor				
Cleaning Contractor				
Wardens		6-1-26 88		
Wardens				
Wardens				
Heating contractor				
Heating contractor				
Heating contractor				

Date reported to PO	Location	Details	Reported by	Reported to Police	Incident No	Action taken and cost of repair	completed	ongoing
01/01/2025	Orchard Surgery	Extensive damage to footpath from tree roots	MOP			Contacted Drs surgery for assistance as this is a private road - awaiting response.		
08/05/2025	Vicarge Close / rec	Gate and fencing fallen at entrance to rec	SCDC			SCDC reported to MVC on a couple of occasions and no action has been taken. Watch. Chased MVC for action after chase from Vicarge Close.		
17/07/2025	The Moor - New Rec	Memorial bench - bolts removed and bench moved	Cllr			Owner contacted to request action. Owner aware and taking action.		
08/09/2025	Grinnel Hill	Boundary movement on to Parish land	MOP			Fence movement onto Parish land at Grinnel Hill. Letter sent to resident to request reinstatement of land boundary.		
03/11/2025	Moor Play Park	Broken service gate	MOP			Removed by Warden. To be fixed.		
07/01/2026	The Moor - College field	Vandalised bench.	MOP			Reported to College as concern and Warden fixed bench.		
08/01/2026	Little Lane	Report of substance on wall.	MOP			Advised to contact environmental health if worried. Wardens identified as egg.		
12/01/2026	Long Wood - Royston Road	Abandoned tent found in Long Wood - substances handed to PCSO	Litter Picker	PCSO		Tent cleared by wardens and substance tested by PCSO (result concluded not harmful!)		
14/01/2026	The Moor - play area	Litter	Warden			Cleared by warden.		

From: [REDACTED]
Sent: 19 January 2026 11:57
To: Abi Williams
Subject: Enquiry regarding permission for metal detecting on parish land

Dear Sir or Madam,

I am writing to kindly enquire about the possibility of obtaining **written permission to carry out metal detecting on land owned by Melbourn Parish Council**.

From publicly available information, I understand that the Council has previously considered a resident's request regarding metal detecting and, as a result, adopted an **appropriate policy together with a permission slip system**. In this context, I would like to ask whether it is possible to submit an application in line with the current rules, and whether the relevant policy and permission form could be shared, if available.

I am a **member of the National Council for Metal Detecting (NCMD)**, which means I hold **public liability insurance** and follow the recognised code of conduct for responsible metal detecting. I can assure you that any detecting would be carried out responsibly, without damage to the ground, with all holes fully reinstated and in full compliance with any restrictions in place. Any finds of potential archaeological interest would be reported to the Portable Antiquities Scheme.

I would be grateful if you could advise which areas (if any) may be considered and what conditions would need to be met.

Thank you very much for your time and I look forward to your response.

Yours faithfully,

[REDACTED]
Cambridge

From: parishclerk@melbournparishcouncil.gov.uk

Thank you for your enquiry [REDACTED]

As there has been no active Metal Detecting Policy since 2018 we will need to review the request by Full Council.

Please confirm which areas of land you are interested in and we can review the request at Council.

With kind regards

Abi Williams

From: [REDACTED]

Dear Ms Williams,

Thank you for your reply and for explaining the procedure.

Due to the rich historical background of the Melbourn parish area, I am interested in metal detecting within the parish. However, I would like to emphasise that I am not requesting any specific location and I am fully open to Melbourn Parish Council suggesting an area which the Council may consider suitable, if any.

If this would assist the review by Full Council, I would be happy to limit my request to a single site or a trial area and to comply with any conditions set by the Council.

Kind regards,

[REDACTED]
Cambridge

1. Melbourn Parish Council (MPC) give consent to the undersigned herein after called the licensee to undertake exploratory metal detecting on land owned by MPC as detailed below and only said land. No other land owned by MPC must be investigated. This agreement will remain in place for a period of 90 days from the In the event that the applicant wishes to extend this period then an extension must be sought from MPC, who reserve the right to agree or refuse an extension period.
2. In the event that any items of a historical nature are located these must be handed over to MPC who will decide whether they should be donated to a local museum for the benefit of the public. Any items identified that are donated to a local museum will not attract any reward to the applicant.
3. In all other situations MPC agree that in the consideration of the payment to MPC of 50% of the value or rewards arising from the recovery of any property or objects found by the licensee over the value of £....., the licensee may enter the land identified below to search for items of buried or other material whether antique or modern.
4. The licensee shall hold a current National Council for Metal Detecting (NCMD) current membership card showing details of their £10 million pound public liability insurance cover. A copy of the membership card will be taken by MPC.
5. The licensee shall always observe and adhere to the Code of Conduct as set out by the NCMD which is a condition of membership and includes reference to the voluntary Code of practice for Responsible metal Detecting.
6. The licensee shall strictly observe and adhere to any guidelines or special conditions which MPC from time to time may introduce.
7. The licensee shall record finds made on the said land owned by MPC with third parties including The Portable Antiques Scheme (PAS) Historic Environment Records (HER) or any museum service only after gaining the appropriate permission of MPC to do so and then only to an accuracy of finds that all parties are comfortable with.
8. All artefacts of whatever date including, amongst others, metal objects (including coins, weapons and jewellery etc), worked flints, pottery, building materials, slags and worked bone found on Council land remain the property of the Council unless claimed as Treasure by the Crown under the Treasure Act 1996 and all subsequent revisions to, or extensions of, the Act. Subject to MPC's decision under 2 above.

SPECIAL CONDITIONS and BOUNDRIES

LAND APPROVED for detecting.

Signed..... MPC Dated.....

Signed..... MPC Dated.....

Signed _____ Licensee . Dated.....

Licensee Address.....
.....
.....

DRAFT

Abi Williams

From: [REDACTED]@groundwork.org.uk>
Sent: 21 January 2026 13:06
Subject: Volunteering

Hi there,

I am reaching out as we have previously worked in your area or on your site either delivering sessions or hosting a previous Volunteer session.

I have a group of around 50-85 participants that would like to do a Volunteer day at a site that we have previously worked in. They would like the day to be hands on and giving back to the local community.

I am reaching out to see if you area/site would like to host the day ensuring that there would be enough activities for the volunteers to do.

Please do get in touch if this is something of interest to you.

Best Wishes,



Team Manager (Peterborough and Cambridgeshire)
Groundwork East

M: [REDACTED]

Certified Carbon Literate



Groundwork East is a community and environment charity working across the East of England to create stronger, healthier communities, responsible business and greater prospects for local people.

Find out more at www.groundwork.org.uk/east

Find us on [LinkedIn](#), [Facebook](#) and [Instagram](#)

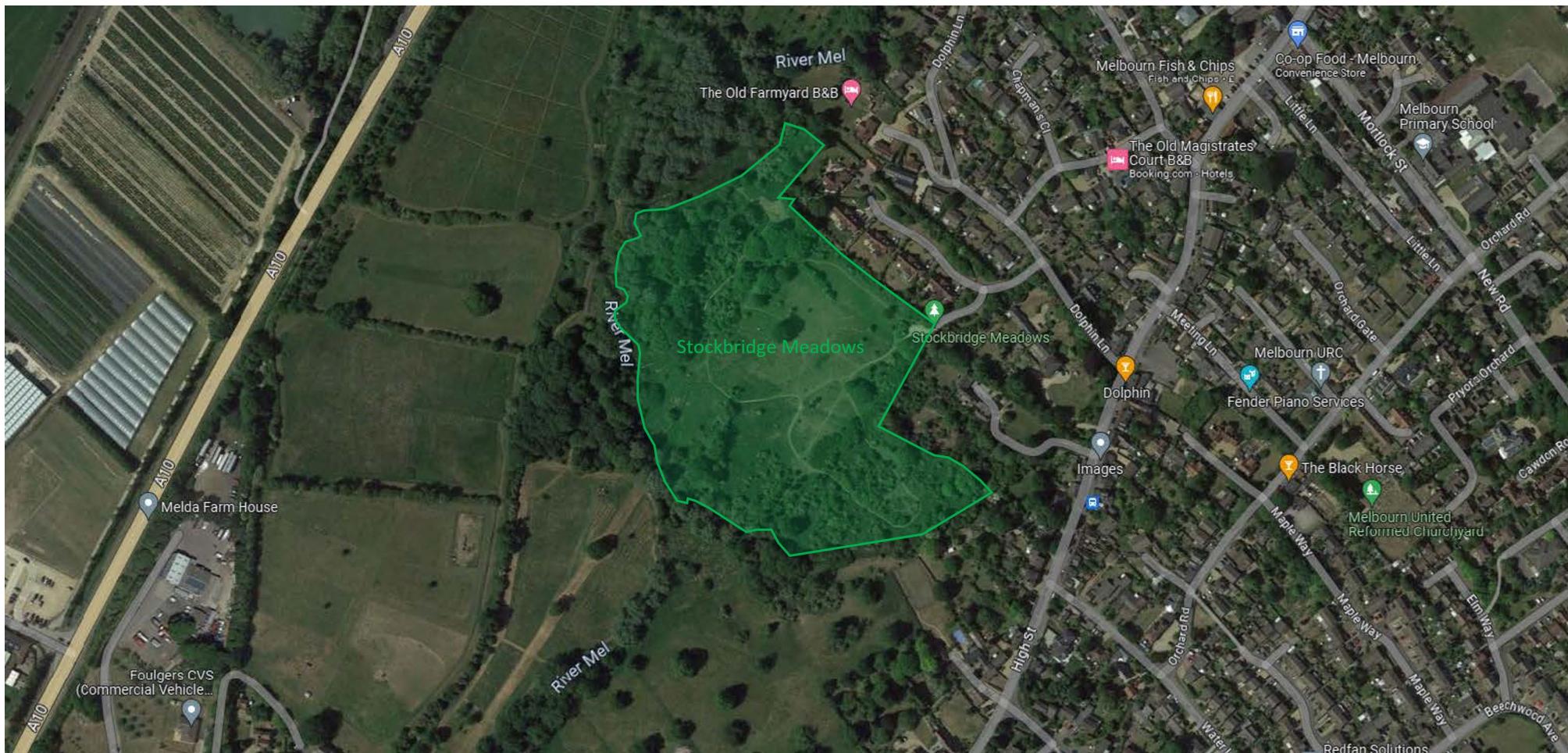
Company limited by guarantee and registered in England: Charity registration number: 293141 |
Company registration number: 1944186

Groundwork East is proud to be part of the [Groundwork UK Federation](#)

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. This information may also be legally privileged. If you have received this message in error, you must not disclose, copy, circulate or in any other way use or rely on the information contained in this message. If you have received this message in error,

please delete it immediately and advise us by return e-mail to the above address.

Stockbridge Meadows



Stockbridge Meadows is a Field in Trust situated in Melbourn. Covering approximately 5.2 hectares this is a space for quiet recreation and nature study.

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 site also boasts a boardwalk to assist in accessibility.

In 2024 application is being made to designate Stockbridge Meadows as a Local Nature Reserve.

Stockbridge Meadows Schematic

Key:

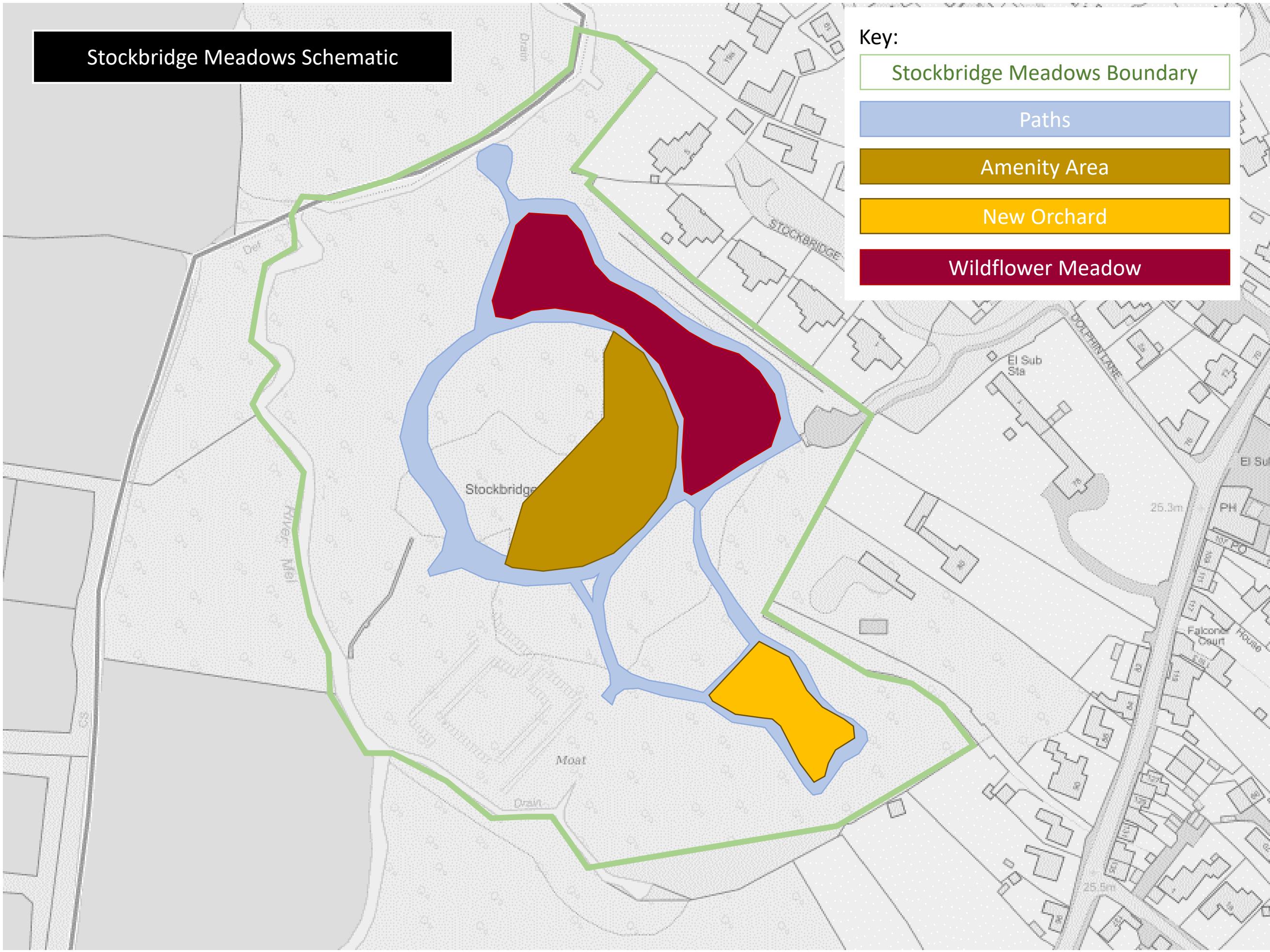
Stockbridge Meadows Boundary

Paths

Amenity Area

New Orchard

Wildflower Meadow



Millennium Copse



The Millennium Copse is a public open space used by visitors for recreation purposes. This site has a small orchard of various fruit trees and an area set out as a copse.

Millennium Copse Schematic



Cemeteries

Melbourn has three* cemeteries that are the responsibility of Melbourn Parish Council, two open and one closed.

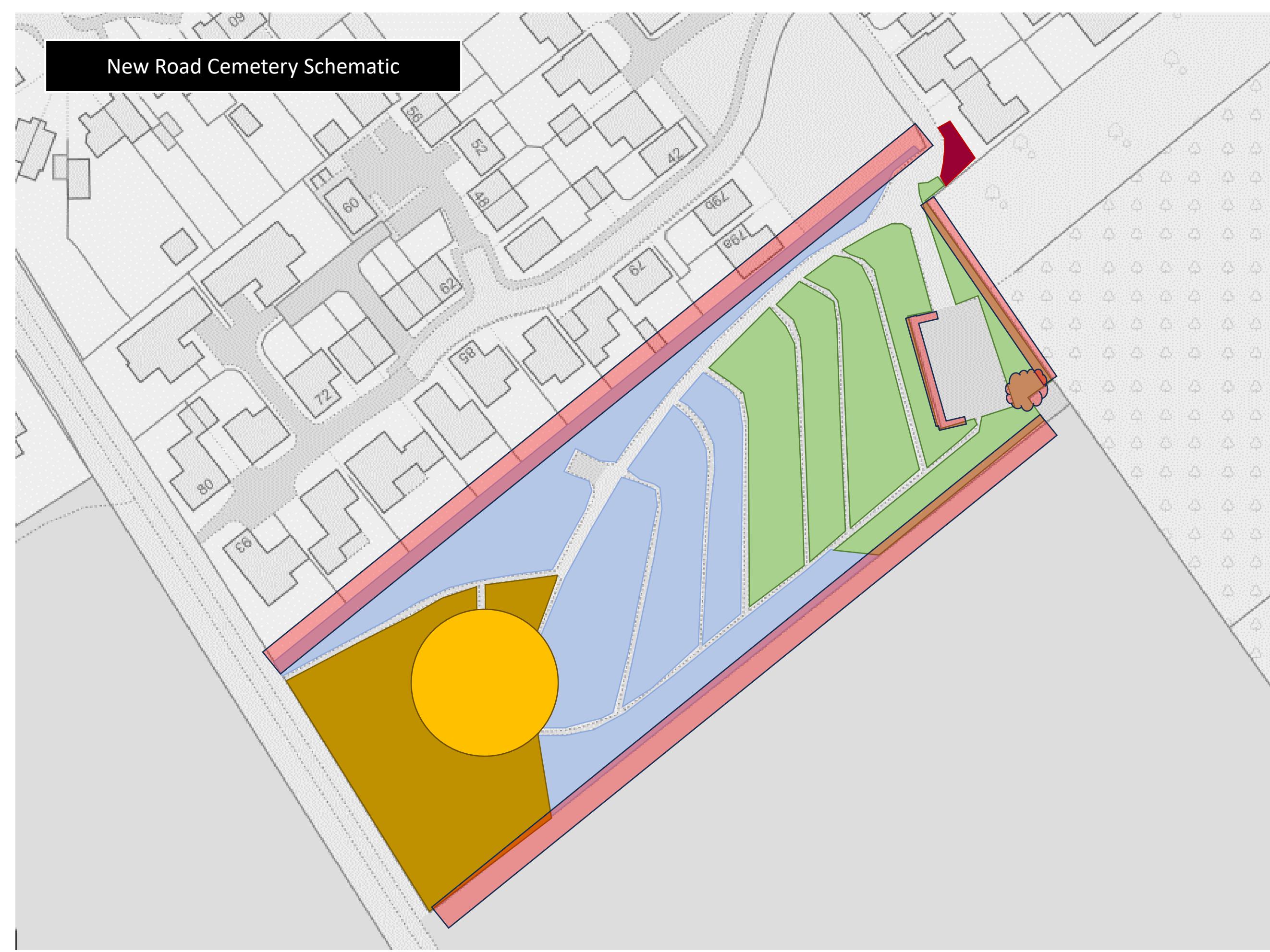
New Road Cemetery is situated off New Road, behind Victoria Way and is the principal cemetery for the village.

Orchard Road Cemetery in Orchard Road dates from the late 1800's and is still in use, although only for burials that have been pre-booked.

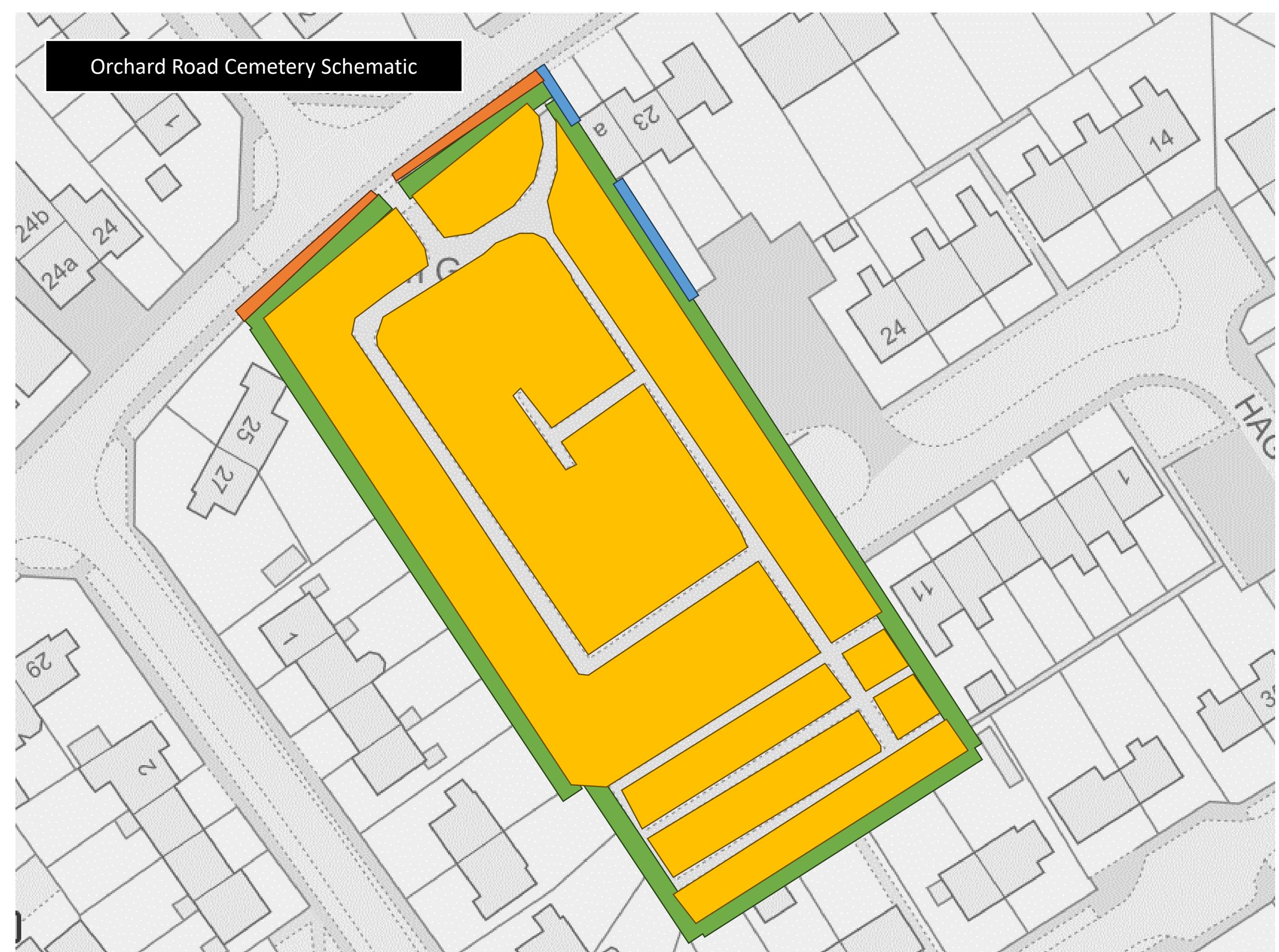
All Saints' Church Yard, located in the village centre adjacent to the church, is a closed cemetery. MPC, together with the Parochial Church Council continue to maintain this churchyard.

* A fourth cemetery can also be found on Orchard Road (but not the responsibility of the Parish Council)

New Road Cemetery Schematic



Orchard Road Cemetery Schematic



All Saints' Church Yard Schematic



New Recreation Ground, The Moor

The primary use of the New Recreation Ground sports field is football and it is the responsibility of MPC to ensure that the grounds are kept to a standard as specified by the football association. Four pitches are set out on this field.

Additional activities held on this site include the village fete held each year.

The Old Recreation Ground, The Moor

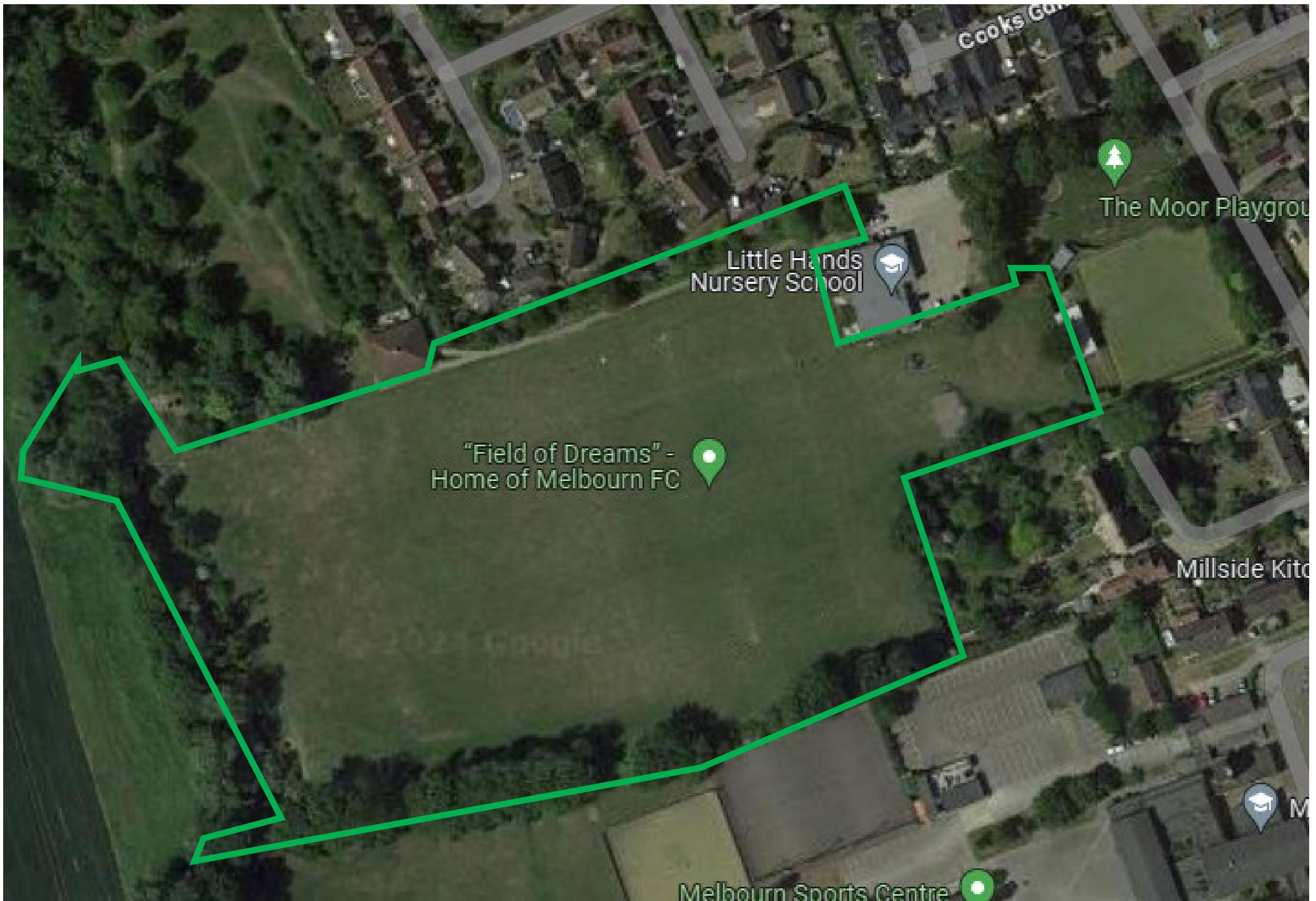
The Old Recreation Ground is used as a junior football field (9 v 9). The dimensions of the pitch/pitches are considerably smaller.

This site is also used, for the annual fun fair.

New Recreation Ground Schematic

Key:

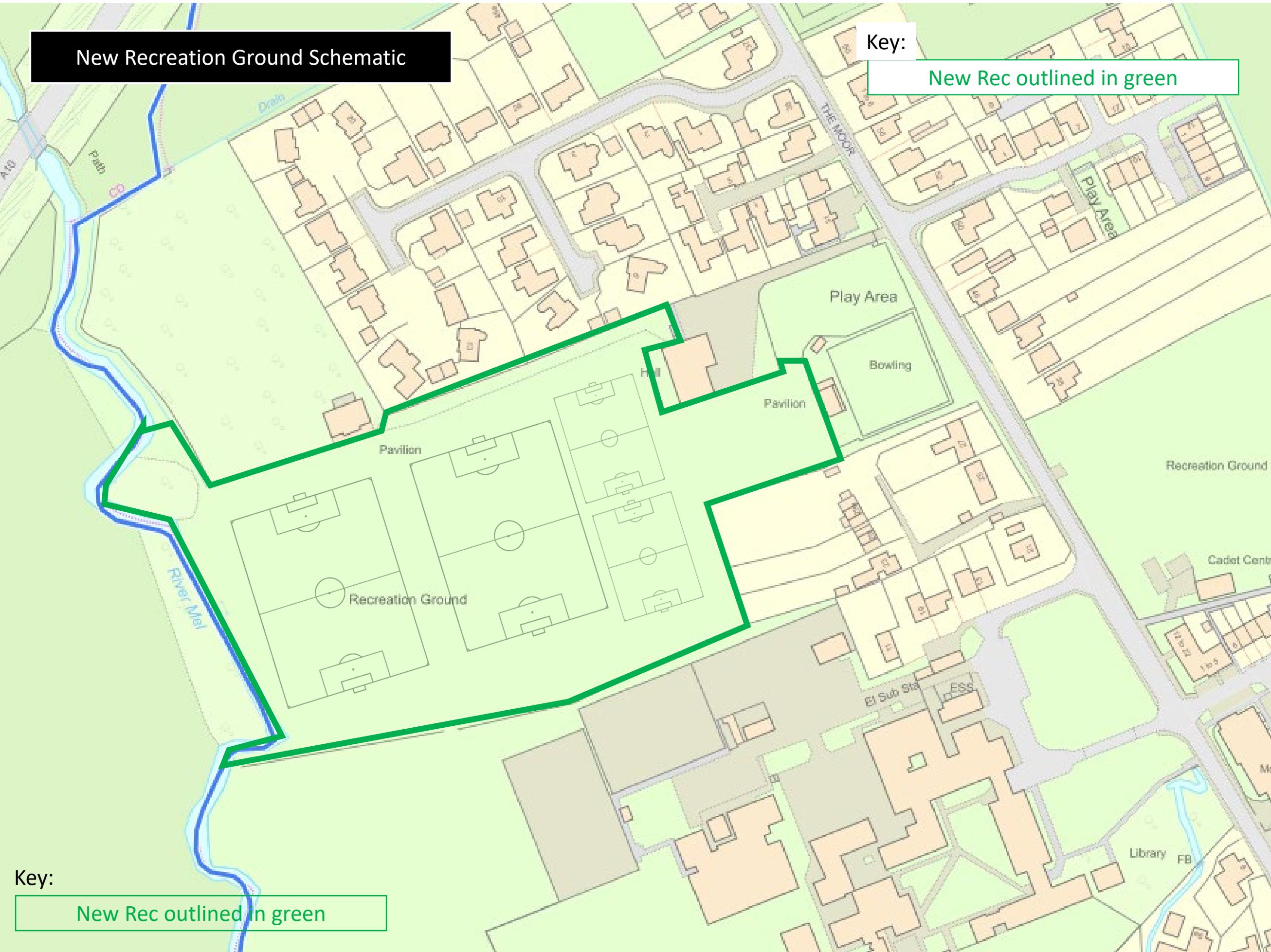
New Rec outlined in green



New Recreation Ground Schematic

Key:

New Rec outlined in green



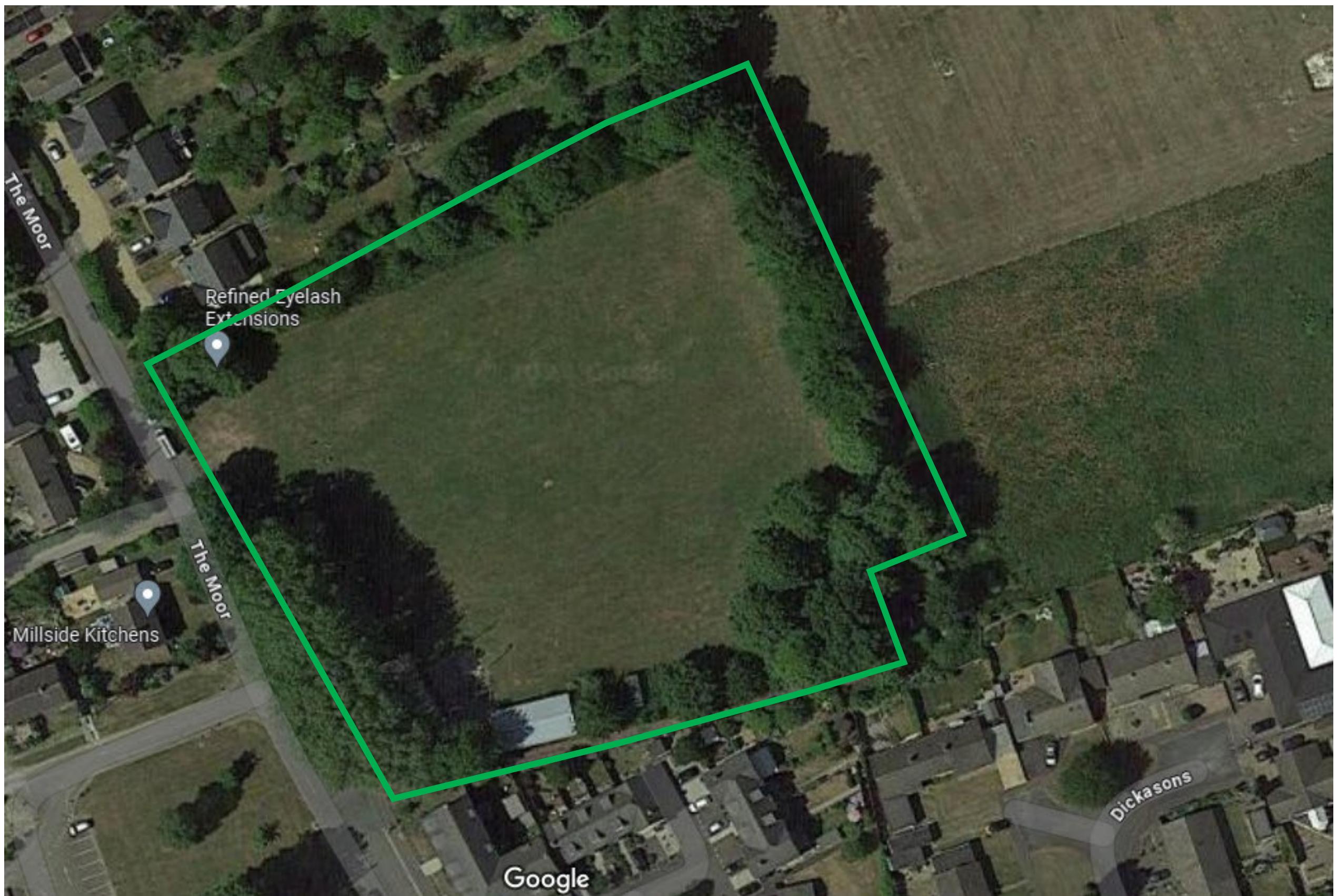
Key:

New Rec outlined in green

Old Recreation Ground Schematic

Key:

Old Rec outlined in green



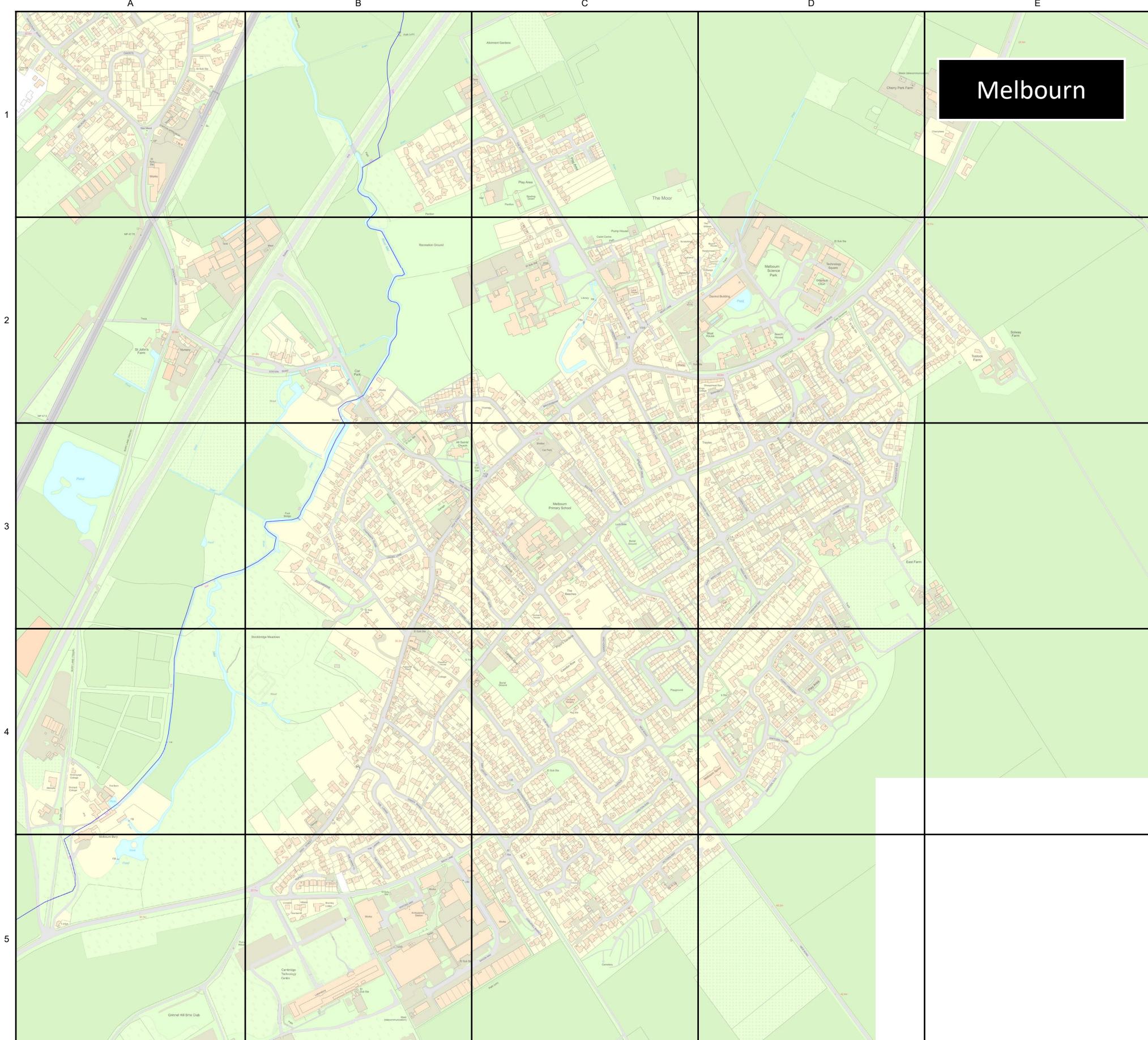
Old Recreation Ground Schematic

Key:

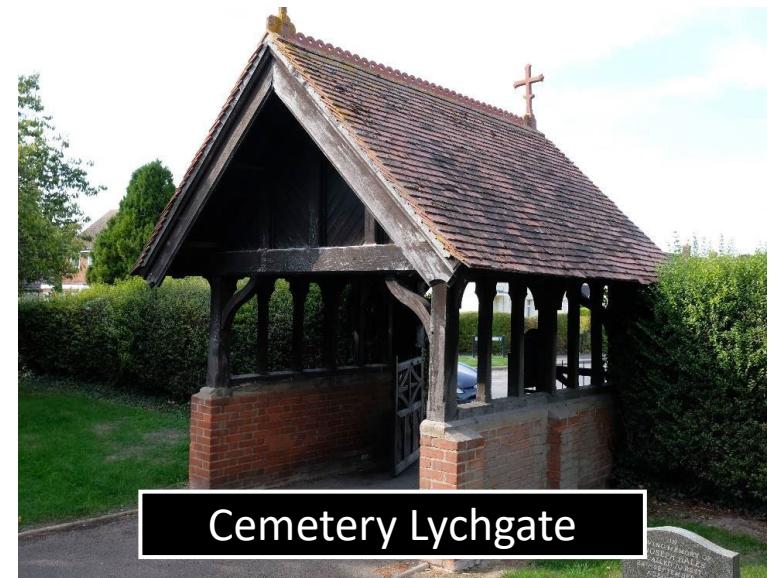
Old Rec outlined in green



Armingford Crescent	D2, E2
Ash Grove	B4, C4
Back Lane	B5, C5
Barham Court	D2
Beechwood Ave	C3, C4
Beeton Close	C3
Bramley Avenue	D3
Brooksbank	C2
Bury Lane	A4, A5
Cambridge Rd	D2, E1
Carlton Rise	C4
Cawdon Row	C4
Cedar Close	C4
Chalkhill Barrow	C3
Chapel Lane	B3, C4
Chapmans Close	B3
Clear Crescent	C4, D4
Clover Way	D4
Cooks Garden	C2
Cross Lane	B3
Daffodil Close	D4
Daisy Way	D4
Dickasons	C2
Dolphin Lane	B3
Drury Lane	D2, D3
Elm Way	C4
Fordham way	D3, D4
Fowlmere Road	E1
Garden End	C3, C4
Greenbanks	B4, B5
Greengage Rise	C4, C5
Haggers Close	C3
Hale Close	D2
High St	B3, B4, B5, C2, C3
Hinkins Close	D3
Hyacinth Drive	D4
John Impey Way	C3, D3
Kays Close	C2, C3
Lantern View	C4
Lavender Lane	D3, D4
Little Lane	C2, C3
London Way	A5, B5
Lordship Drive	C2
Maple Way	C4
Meadow Way	C3
Medicafte Way	C3
Meeting Lane	B3, B4
Melbourn Springs Care Home	D4
Moat Lane	C2
Moorlands Close	C2
Moorlands Residential Home	C2
Mortlock Close	C3
Mortlock Mews	C3
Mortlock St	C3
New Road	C3, C4, D4, D5
Norgents Lane	C2, C3
Ogden Close	D3
Old Foundry Close	C2
Orchard Gate	B3, C3
Orchard Rd	B4, C3, C4, D3
Orchard Way	C3, D3
Palmers Way	C3, C4, D4
Piggott Close	C1
Poppy Crescent	D4
Portway	D2, E2
Prime Close	C3
Pryors Garden	C4
Pryors Orchard	C4
Rose Lane	B2
Rosemary Place	C4, C5
Rupert Neve Close	B3
Russett Way	D2, D3
Southwell Court (Care Home)	D3
Spencer Drive	C3
Star Mews	C2
Station Rd	B2, B3
Stockbridge Meadows	B3
Thatcher Stanford Close	B1, C1
The Beeches	C3
The Lawns	B4, B5
The Lawns Close	B5
The Moor	C1, C2
Trayles	D3
Trigg Way	D3
Vicarage Close	B2, C2, C3
Victoria Way	C5
Water Lane	B4, C4
Worchester Way	D2, D3



Parish Assets



From: CAPALC Office <office@cambs-peterborough-alc.gov.uk>
Sent: 21 January 2026 12:52
To: Abi Williams
Subject: Woodland Trust Community Tree Packs

If you are not able to see this mail, click [here](#)



Woodland Trust Community Tree Packs

Applications for tree packs from the Woodland Trust are now open!

This is a straightforward and effective way for town and parish councils to get started with tree planting in their communities, whether for hedgerows, small woodlands, wildlife enhancements or urban settings.

The following packs are currently available:

- **Hedge** – to create natural boundaries or link habitats
- **Copse** – ideal for small woodland or outdoor learning spaces
- **Wild Harvest** – fruit and nut trees for community use
- **Year-Round Colour** – seasonal interest through flowers, berries and autumn colour
- **Working Wood** – suitable for small-scale fuel or craft use
- **Wild Wood** – hardy native species for exposed or wet sites
- **Wildlife** – trees and shrubs selected to support nature
- **Urban Trees** – designed for residential areas with limited space

Applications can be made here: <https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>.

Councils will need a six-digit grid reference for the planting site, landowner permission, and to [review the FAQs](#) before applying.



CAPALC Ltd

The Norwood Building, Parkhall Road, PE28 3HE, Somersham

This email was sent to parishclerk@melbournparishcouncil.gov.uk
You've received this email because you've subscribed to our newsletter.

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MA114/2526 – Orchard Rd Cemetery Hedges





Herts & Cambs Ground Maintenance Ltd

Landscape Maintenance Solutions

Abi Williams
Melbourn Parish Council
Melbourn Hub
High St
Melbourn
Royston
Herts

11th January 2026

Dear Abi

As discussed, were quoting to

Reduce the hedges all around Orchard Rd cemetery further down than previously, to enable the hedge to let light into the gardens & also not need any extra works for several years ahead.
This would all be done mainly by hand as there is no access for machinery against the hedges.

This is done at a reduced rate as we haven't cut the hedge yet as it seem pointless cutting it & then reducing it afterwards as it would be impractical.

All debris would be chipped & removed from site

This needs doing before bird nesting season

Total £2900.00 x Vat

Should you have any questions please do not hesitate to contact me

Kind Regards

Justin Willmott

Summerhouse Farm, New Road, Melbourn Royston Herts SG8 6DL
Tel: 01763 261 999 Email: Justin@hcgmltd.co.uk
VAT Reg: 987421972 Company number: 6936328



www.hcgmltd.co.uk



H2O Gas Heating and Plumbing
Services Ltd.

76 Redwing Rise
Royston
Hertfordshire
SG8 7XE
01763248283

h2oplumbers@outlook.com
VAT Registration No.: 796654760
Company Registration No. 04830943



VAT Invoice

INVOICE TO

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

INVOICE NO. 7397

DATE 21/01/2026

ACTIVITY	VAT	QTY	RATE	AMOUNT
Sales Supply and fit replacement tap cartridge and 1 as spare	20.0% S	1	146.00	146.00
			SUBTOTAL	146.00
			VAT TOTAL	29.20
			TOTAL	175.20
			BALANCE DUE	£175.20

VAT No. 796 6547 60
Terms of Payment: Payment in full upon completion of work carried out.

Payments may be made directly into our bank account.
Santander Bank, Sort Code 09-01-50, Account Number 04597591
Account Name H2O GAS HEATING & PLUMBING SERVICES LIMITED. Please make cheques payable to: H2O Ltd.
Please use invoice number as reference.

H2O Gas Heating and Plumbing
Services Ltd.

76 Redwing Rise
Royston
Hertfordshire
SG8 7XE
01763248283

h2oplumbers@outlook.com
VAT Registration No.: 796654760
Company Registration No. 04830943



VAT Invoice

INVOICE TO

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

INVOICE NO. 7399

DATE 21/01/2026

ACTIVITY	VAT	QTY	RATE	AMOUNT
Sales Replace faulty hot water valve and washers	20.0% S	1	100.00	100.00
			SUBTOTAL	100.00
			VAT TOTAL	20.00
			TOTAL	120.00
			BALANCE DUE	£120.00

VAT No. 796 6547 60
Terms of Payment: Payment in full upon completion of work carried out.

Payments may be made directly into our bank account.
Santander Bank, Sort Code 09-01-50, Account Number 04597591
Account Name H2O GAS HEATING & PLUMBING SERVICES LIMITED. Please make cheques payable to: H2O Ltd.
Please use invoice number as reference.

Quote #	Quote Date	Page
2510692 000	26/11/2025	1

Invoice To:

Melbourn Parish Council
28 Station Road
Melbourn
Cambridgeshire
SG8 6DX
UK

Deliver To:

The Moor Playground
Next to Little Hands Nursery
School (customer to advise if
car park can be used whilst
works are ongoing)
off The Moor
Melbourn
Cambridgeshire
SG8 6ED

ENQUIRY FROM Alex Coxall

QUOTED BY UK Joshua Frost-Lunn

CUSTOMER ID M0030

LINE	QTY	UNIT	PART ID	DESCRIPTION / COMMENTS	UNIT PRICE	TOTAL PRICE
100000	1.0	EA	I&MCONTRACTSN	<p>Remove existing fencing/gate and supply and install new</p> <p>Works as described</p> <ul style="list-style-type: none"> - Remove existing fencing/gate and dispose - Supply and install 11m of 1m high, bow top fencing, powder coated green (with posts etc) - Supply and install (in above fence line) 1 x 3.1m wide combination gate, powder coated in contrasting colour (recommend red or yellow) - spring mounted pedestrian leaf, lockable centre post and maintenance leaf ** End of each fence side to be mounted onto existing fencing posts if possible 	6,954.00	£ 6,954.00

TERMS:

THIS QUOTATION IS VALID FOR 30 DAYS.

PRICES BASED ON UNRESTRICTED ACCESS WITH VEHICLE (LARGE TRANSIT / TIPPER) ACCESS WITHIN 30 METRES OF SITE ENTRANCE.

PRICES SUBJECT TO FULL SITE SURVEY
ALL RATES/PRICES BASED ON FULL JOB SPECIFICATION

PLEASE NOTE: THE ABOVE PRICES DO NOT INCLUDE VAT

HAGS-SMP Ltd
Clockhouse Nurseries
Clockhouse Lane East
Egham
Surrey, TW20 8PG

SALES QUOTATION

Quote #	Quote Date	Page
2510725 000	02/12/2025	1

Invoice To:

Melbourn Parish Council
28 Station Road
Melbourn
Cambridgeshire
SG8 6DX
UK

Deliver To:

The Moor Play Area
Melbourn
Cambridgeshire
SG8 6ED
UK

ENQUIRY FROM Alex Coxall

QUOTED BY JG

CUSTOMER ID M0030

LINE	QTY	UNIT	PART ID	DESCRIPTION / COMMENTS	UNIT PRICE	TOTAL PRICE
100000	1.0	EA	I&MREPMAINS	Mantis Cableway - The starting section stop block has moved up to close to the mechanism Move further into the cable and tighten all necessary fixings Fitting/Installation	590.00	£ 590.00 Total Price <hr/> £590.00

TERMS:

THIS QUOTATION IS VALID FOR 30 DAYS.

PRICES BASED ON UNRESTRICTED ACCESS WITH VEHICLE (LARGE TRANSIT / TIPPER) ACCESS WITHIN 30 METRES OF SITE ENTRANCE.

PRICES SUBJECT TO FULL SITE SURVEY
ALL RATES/PRICES BASED ON FULL JOB SPECIFICATION

PLEASE NOTE: THE ABOVE PRICES DO NOT INCLUDE VAT

Little Hands Fire Doors – Mounted barriers

In order to prevent drivers from parking across the fire doors at Little Hands, we could consider installing barriers either side of the doors (2 barriers needed). These are available in multiple sizes and designs, below are basic examples.

[Perimeter Barrier | Free Next Day Delivery](#)

hello@theworkplacedepot.co.uk | [Contact Us](#) | [INC VAT](#) | [EX VAT](#)

The WORKPLACE Depot

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Home / Car Park & Traffic / Impact Protectors / Perimeter Barrier



Perimeter Barrier

£70.78 Inc. VAT **£58.98** Ex. VAT

FREE DELIVERY

4.9 / 5 (31 ratings)

20+ units gets 3% off **£68.65** Inc. VAT

10+ units gets 2% off **£69.36** Inc. VAT

5+ units gets 1% off **£70.07** Inc. VAT

Select Width (mm)

1000

SKU CODE: PERIMETER-1 In Stock (564 units)

Add to Basket

[Need a Quote? Get an Official Quotation](#)

Need it fast? Order within the next 4h, 43m, 54s for FREE GUARANTEED DELIVERY to mainland UK on Tuesday!

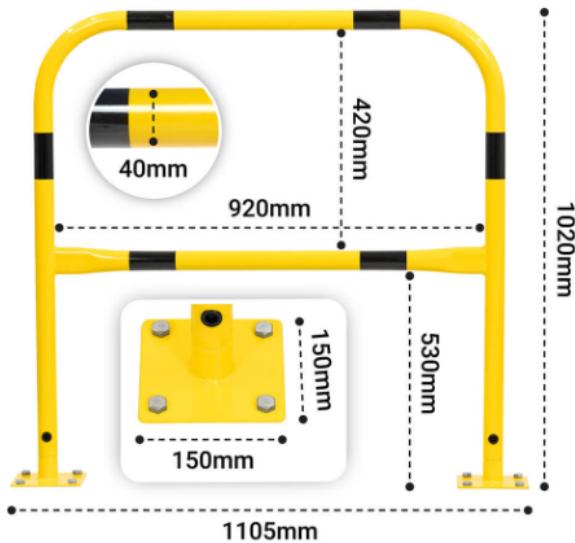
Free Delivery - Next Working Day
You could have this by Tue 6th January

Klarna. Klarna available at checkout

[View all Impact Protectors >](#)

	Tubular Rack End Barriers	from £101.99 Inc. VAT
	Hooped Perimeter Barrier	from £106.99 Inc. VAT
	Steel Hoop Guards	from £70.78 Inc. VAT

Little Hands Fire Doors – Mounted barriers



Overall Dimensions

↔ OVERALL WIDTH	1105 mm
↔ OVERALL HEIGHT	1020 mm
↑ BASE PLATE DEPTH	150 mm
↔ BASE PLATE WIDTH	150 mm
↔ DISTANCE RAIL TO GROUND	530 mm
↔ DISTANCE BETWEEN RAILS	420 mm
↔ INTERNAL WIDTH	920 mm
↔ TUBE DIAMETER	40 mm
กระเป๋า WEIGH	6.9 kg

[Hooped Perimeter Barriers Warehouse \(48mm Dia\) Hi Vis. Protecting personnel from machinery movements.](#)

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LARGEST RANGE IN THE UK In stock and ready to deliver **LOW PRICES GUARANTEED** With generous bulk discounts **FREE DELIVERY IN GREAT BRITAIN** And no hidden costs **Rated 4.4/5 Excellent**  **Trustpilot**

[Home](#) / [Barriers](#) / [Safety Barriers](#) [View All](#)

 Excellent 4.55/5  **Trustpilot**
Hooped Barrier | 48mm Diameter Hi-Visibility Safety with Crossbar Option [View All Product Information](#)

Product ID: p4811 | AL

 **BOLT DOWN**  **BULK DISCOUNT**  **COLOUR COATING**  **HIGH VISIBILITY**

Current Total
£135.65 Inc. VAT **£113.04** Excl. VAT 

You could have it by: **Thu 08 Jan** 

£135.65 Exc. VAT	1 Item
£110.78 Exc. VAT Save 2%	2+ Items
£107.39 Exc. VAT Save 5%	3+ Items
£101.74 Exc. VAT Save 10%	7+ Items

1. Choose your Size & Hoop Style

500 x 1000mm - Hoop without Horizontal Rail	£135.65 Inc. VAT £113.04 Excl. VAT
---	---------------------------------------

Little Hands Fire Doors – Mounted barriers

Product Description

Provides robust protection and traffic control in busy industrial environments

This Hooped Barrier is a sturdy, reliable, and effective solution for creating safe, segregated areas in both internal and external warehousing environments. It is designed to protect and segregate personnel from machinery movements. Made from 48mm diameter galvanised steel tube, it provides a permanent obstacle to vehicle access.

Key Features

- High Visibility: The barrier is coated in a durable yellow finish with black reflective contrasting bands for exceptional visibility, reducing the risk of accidents.
- Durable & Weather-Resistant: The core mild steel frame is galvanised and coated, ensuring long-lasting protection against corrosion and the elements.
- Flexible Options: Available as a bolt-down barrier with heights of 500mm or 1000mm above ground. It comes in three widths, either 1,000mm, 1,500mm or 2,000mm wide. The 1000mm above ground variants can be supplied with an additional horizontal rail.
- British Made: This product is manufactured in the UK to high-quality standards.

Lead Times

While large orders have a longer lead time, they often ship much sooner.

Galvanised Bolts (Pack of 6 per Stand)
£17.80 Excl. VAT - 0 +

Would you like this installing? i

Yes No

Current Total
£135.65 Inc. VAT
£113.04 Exc. VAT You could have it by: **Thu 08 Jan**

- 1 + ADD TO CART

In Stock Express Delivery Free Delivery in Great Britain

Need help Finding The Right Product?

Let us help pick the best one for your needs. Ring us on 01256 442 736 or email: quotes@barriersdirect.co.uk. We will be delighted to help!

Technical Information

Height Above Ground: 500mm or 1000mm

Length: Up to 2000mm

Material Frame: 48mm Diameter, 3mm Galvanised Mild Steel Tube

Standards: Colour coated Yellow with 150mm black reflective tape for added visibility as standard. Galvanised Mild Steel to BS 1387 or BS8232/5 ERW.

Fixing: Bolt Down

Bolts: 6 x 12mm per Hooped Barrier

Bolts: 6 x 12mm per Hooped Barrier

Base Plate: 133mm DIA - 5mm thickness and take 3 x 12mm Bolts (per flange plate)

Tolerance: Sizes are approximate due to process of manufacture, tolerance within 4%

Product Attachments

[!\[\]\(26bc41712b6af419d249267bac02d1ef_img.jpg\) Data Sheet](#) (621.98 kB)

Warranty Details

Warranty: This product comes with a 1 year warranty as standard

Product Reviews Excellent 4.5/5  Trustpilot ▼

Traffic Hoop Barriers - Plate Mounted - 38mm Diameter - Manutan Expert - Manutan.co.uk

4.4/5 Customer reviews  Free delivery on ALL orders  Free Quotes  Free Returns 

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Home > Safety and health > Barrier and protective post > Protective Barrier > Traffic Hoop Barriers - Plate Mounted - 38mm Diameter - Manutan Expert



Manutan
EXPERT

Traffic Hoop Barriers - Plate Mounted - 38mm Diameter - Manutan Expert

O/A length (mm): 1000 mm 2000 mm 1500 mm

Colour: Black/yellow Grey Red/white Yellow

RAL: **1018** 9006 9010

£109.20 incl. VAT
£83.10 excl. VAT
unit
 **In stock**
 **Fast delivery**
 Delivered on 6 Jan

Item code: Select a variant 

A single-piece barrier made of hardened steel.
• Plate-mounted safety barrier, dia. 38 mm - Manutan Expert
• Strong one-piece safety barrier. Corrosion-resistant coating (salt spray).

Description

 Customer warranty : 10 years

A single-piece barrier made of hardened steel.

- Plate-mounted safety barrier, dia. 38 mm - Manutan Expert
- Strong one-piece safety barrier. Corrosion-resistant coating (salt spray).

Includes: 1 barrier, 1 mounting kit

Specifications

Product Information

Product Name	Traffic Hoop Barriers - Plate Mounted - 38mm Diameter - Manutan Expert
Brand	Manutan Expert
Packaging	unit

Technical Specification

Tube Ø (mm)	38 mm
Fixing	With plate
O/A height (mm)	1000 mm

O/A height (mm)	1000 mm
Materials	Steel
Top plate width (mm)	100 mm
Top plate length (mm)	100 mm
Use	Stock
Customer warranty	10 years
Use environment	Outdoor
Top plate thickness (mm)	5 mm
Type of fixing	To seal

[See less ▲](#)

Documentation

 Please select a product to view available documents

EXTERNAL - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 28 January 2026

Details of work required	Reported by	Notes	Actions	WHO?
Various Highways reports	Residents	Many reports of action required on Highways reporting tool	Watch responses - follow up if not actioned in suitable timeframe.	CCC
Memorial bench on New Rec	Cllr	Ground anchors removed, bench needs re-fixing.	Wardens to review works. Resident contacted and requested what action should be taken.	MOP

Details of work	Reported by	Notes	Actions	WHO?
Bin replacement	Office	Rota of bin replacements across village to be confirmed.	Ongoing	Office / Wardens
Benches	Wardens	Wardens have highlighted benches that need cleaning / treating.	Wardens to complete as and when suitable.	Wardens
Bus stop	Wardens	Wardens highlighted need to clean and repaint High St bus stop	Wardens to complete as and when suitable.	Wardens
Wild flowers at Moor car park	Clr	Wild flowers were supposed to be sown as part of the car park works at The Moor. A season has passed and there is no evidence of the flowers.	Agreed to purchase seed and sow in Autumn 2025 (requested 15/10/25)	Office

Letters to residents about encroaching on pathway / roadway

Number of letters

High Street	1	
High Street	1	
Beechwood Ave	4	<i>Offered assistance, requested permission to carry out works, With Environment SCDC</i>
High Street	4	<i>Offered assistance - contacted ccc</i>
Norgetts Lane	1	
Norgetts Lane	1	
High Street	2	
High Street	2	<i>Already actioned.</i>
Victoria Way	1	
High Street	1	
Water Lane	2	