

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, SG8 6DZ

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

<http://melbournparishcouncil.co.uk>

14 August 2020

Dear Councillor

You are hereby summoned to attend an online meeting of the Maintenance Committee to be held on Thursday, 20 August 2020 at 09:30 via Zoom <https://zoom.us/j/93165325217> for the purpose of transacting the following business:

Dear Non-Cllr Committee Member

You are hereby invited to attend an online meeting of the Maintenance Committee to be held on Thursday, 20 August 2020 at 09:30 via Zoom <https://zoom.us/j/93165325217> for the purpose of transacting the following business:

To Members of the Public and Press

You are hereby invited to attend an online meeting of the Maintenance Committee to be held on Thursday, 20 August 2020 at 09:30 via Zoom <https://zoom.us/j/93165325217> for the purpose of transacting the following business:

AGENDA

MA018/20 To receive and approve apologies for absence

MA019/20 To receive any Declarations of Interest and Dispensations

MA020/20 To approve the minutes of the Maintenance Committee Meeting held on 23 July 2020

MA021/20 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)

MA022/20 Finance Matters:

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

MA023/20 Conservation Matters:

- a) To consider a quotation for signage at Stockbridge Meadows
- b) To receive a the EA Monthly situation reports for July 2020
- c) To consider quotations for tree work on the Old Rec and Beechwood Avenue play area
- d) To receive a report on Stockbridge Meadows
- e) To receive any other updates and consider actions

MA024/20 Allotment Matters:

- a) To receive any other updates and consider actions

MA025/20 Governance Matters:

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

MA026/20 Cemetery Matters:

- a) To retrospectively approve the installation of new cremated remains memorial bases
- b) To receive any other updates and consider actions

MA027/20 Village Maintenance Matters:

- a) To receive an update on repairs to play equipment highlighted in the RoSPA Play Safety report

- b) To consider an update on the proposed refurbishment of The Moor play area
- c) To consider quotation for annual drain clean at Littlehands and the Pavilion
- d) To note correspondence with SCDC regarding transfer of open space on Hopkins Homes development
- e) To discuss electricity charges for the Pavilion and car park workshop
- f) To discuss scope of grass cutting for 2021
- g) To receive any other updates and consider actions

MA028/20 Pavilion Matters:

- a) To discuss re-opening the pavilion to the public
- b) To note a request from MVC to install additional sockets
- c) To receive any updates and consider actions

MA029/20 Littlehands Matters: To receive any updates and consider actions

- a) To receive any updates and consider actions

MA030/20 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet

MA031/20 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA032/20 To note date of next meeting: 24 September 2020