

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
Melbourn Parish Council
Melbourn Community Hub
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18 September 2020

Dear Councillor

You are hereby summoned to attend an online meeting of the Maintenance Committee to be held on Thursday, 24 September 2020 at 09:30 via Zoom <https://zoom.us/j/91282870575> 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, 24 September 2020 at 09:30 via Zoom <https://zoom.us/j/91282870575> 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, 24 September 2020 at 09:30 via Zoom <https://zoom.us/j/91282870575> for the purpose of transacting the following business:

Simon Crocker

Simon Crocker
Clerk to the Parish Council

AGENDA

- MA033/20 To receive and approve apologies for absence**
- MA034/20 To receive any Declarations of Interest and Dispensations**
- MA035/20 To approve the minutes of the Maintenance Committee Meeting held on 10 August 2020**
- MA036/20 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)**
- MA037/20 Finance Matters:**
 - a) To consider a finance report on expenditure within the committee's remit.
 - b) To consider applying for community benefit funding for an interpretation board for New Road Cemetery
 - c) To receive an update on payment from TTP for Easement over the Old Rec
- MA038/20 Conservation Matters:**
 - a) To receive the EA Monthly situation reports for August 2020
 - b) To receive an update on conservation works on the River Mel
 - c) To consider quotations for tree work on the Old Rec
 - d) To consider quotations for tree work on Beechwood Avenue play area
 - e) To receive a report on Stockbridge Meadows
 - f) To receive a report on Millennium Copse
 - g) To receive any other updates and consider actions
- MA039/20 Allotment Matters:**
 - a) To receive any other updates and consider actions

MA040/20 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

MA041/20 Cemetery Matters:

- a) To receive a report on scattering ashes in Orchard Road and New Road Cemeteries
- b) To consider quotations to reduce the hedge in Orchard Road Cemetery
- c) To receive any other updates and consider actions

MA042/20 Village Maintenance Matters:

- a) To receive an update on repairs to play equipment highlighted in the RoSPA Play Safety report
- b) To consider draft Terms of Reference for the Play Parks Working Party
- c) To receive an update on the proposed refurbishment of The Moor play area
- d) To consider a quotation to reduce the hedge in Clear Crescent play area
- e) To receive an update on gulleys
- f) To consider a quotation for fencing at Worcester Way play area
- g) To consider quotations for reducing the hedge at Clear Crescent play area
- h) To consider a report on the Parish clock
- i) To consider a proposal for a commemorative bench
- j) To receive any other updates and consider actions

MA043/20 Pavilion Matters:

- a) To note the Risk Assessment to re-open the Pavilion
- b) To note Risk Assessments from Beavers and Scouts for meeting on the New Rec
- c) To receive any updates and consider actions

MA044/20 Littlehands Matters: To receive any updates and consider actions

- a) **To receive an update on repairs to UK Power Networks cable**
- b) To receive any updates and consider actions

MA045/20 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet

MA046/20 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA047/20 To note date of next meeting: 22 October 2020