

MELBOURN PARISH COUNCIL

Clerk: Claire Littlewood
Melbourn Parish Council
Melbourn Community Hub
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12 March 2021

Dear Councillor

You are hereby summoned to attend an online meeting of the **Maintenance Committee** to be held on Thursday, 18 March 2021 at 09:30 via Zoom <https://zoom.us/j/98127868853> 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, 18 March 2021 at 09:30 via Zoom <https://zoom.us/j/98127868853> 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, 18 March 2021 at 09:30 via Zoom <https://zoom.us/j/98127868853> for the purpose of transacting the following business:

Claire Littlewood
Clerk to the Parish Council

AGENDA

MA111/20 To receive and approve apologies for absence

MA112/20 To receive any Declarations of Interest and Dispensations

MA113/20 To approve the minutes of the Maintenance Committee Meeting held on 18 February 2021

MA114/20 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)

MA115/20 Finance Matters:

- a) To consider a finance report on expenditure within the committee's remit.
- b) To consider purchase of a chain saw and associated PPE and training

MA116/20 Conservation Matters:

- a) To receive the EA Monthly situation report for February 2021
- b) To receive a report on Stockbridge Meadows
- c) To receive an update on the Stockbridge Meadows boardwalk project
- d) To receive a report from River Mel Restoration Group
- e) To receive an update on tree planting in the Millennium Copse
- f) To consider a request to plant a tree on The Cross
- g) To consider an update to the Community Orchard interpretation board design
- h) To consider a request from the Freshwater Habitats Trust
- i) To receive any other updates and consider actions

MA117/20 Allotment Matters:

- a) To receive any updates and consider actions

MA118/20 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 consider requests to permit use of football pitches beyond the end of the season
- d) To receive any other updates and consider actions

MA119/20 Cemetery Matters:

- a) To receive any other updates and consider actions

MA120/20 Village Maintenance Matters:

- a) To receive an update on gulley clearance
- b) To consider a quotation for pest control on the Old Rec
- c) To consider quotations for safety sign outside Clear Crescent play area
- d) To receive any other updates and consider actions

MA121/20 Pavilion Matters:

- a) To consider the Legionella Risk Assessment
- b) To consider a quotation from Shelford Heating
- c) To receive any other updates and consider actions

MA122/20 Littlehands Matters: To receive any updates and consider actions

- a) To receive an update and consider quotations for inspection of the drains at Littlehands
- b) To receive any updates and consider actions

MA123/20 To receive an update from the Melbourn Play Parks Working Party

MA124/20 Outstanding Maintenance Issues: To consider the status of the job spreadsheet

MA125/20 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA126/20 To note date of next meeting: 15 April 2021