

**Minutes of the Maintenance Committee Meeting of Milton Parish Council held on  
Monday 20 March 2017 at 7.45pm in the Bowls Pavilion**

**Present:** G Heaney (GH) (Chair), A Bradnam (AB), J E Coston (JEC)

**In attendance:** S Corder Assistant Clerk  
H Smith (HMS)  
V Chang (VC)  
Philp Adams (PA)

**1. Apologies for absence**

R Waters (Personal), D Owen (Personal), D Burch (personal)

**2. Declarations of interest and dispensations:**

**(a) To receive declarations of interest from councillors on items on the agenda.**

G Heaney – (Item 6 - Allotment holder)

**(b) To receive written requests for dispensations for disclosable pecuniary interests (if any).** - None

**(c) To grant any requests for dispensation as appropriate.** – None

**3. Public Participation – members of the public are invited to speak. – None**

**4. Approval of Minutes from the Maintenance Committee meeting on 19 December 2016**

It was Proposed by GH that the minutes for the meeting of the Maintenance Committee of the 19 December 2016 were approved as being a true record and signed by the Chairman - **ALL AGREED.**

**5. Matters arising from previous minutes - Clerks' review**

**Items still need attending to:**

Bicycle Rack in Coles Road – A request was received from a resident to install a bike rack by the businesses on Coles Road. Clerk wrote to the businesses to ask for this to be considered as this is not MPC land. Clerk to write to resident informing them of decision. – **No further action.**

To fix the Village Map opposite One Stop – GH proposed to update the village map. GH to research who can produce and update the village map.

**6. Allotments**

To DISCUSS the tenancy agreement – Issue raised regarding bonfires on the allotment plots.

It was **AGREED** that **controlled** bonfires at the allotments are allowed. Any complaints or issues to be raised with the Clerk.

GH reported that the allotments are neat and tidy apart from 2 that need maintenance. Clerk to write to the allotment holders.

**7. Cemetery**

Update. GH reported that the bins at the front of the cemetery are being used and no further rubbish is being left at the old compost site.

To DISCUSS double headstone policy – A question was raised in relation to the purchasing of a double headstone and being erected on the first grave whilst waiting for the adjacent grave to be occupied. The policy states that “double headstones no taller than 90cms and no wider than 150cms are only permitted when two burials have taken place in two adjacent graves. Until then a single headstone is permitted not exceeding 76cms (height) x 60cms (width)”. It was **AGREED** that the policy is not changed.

**8. Hawthorn Hedge Play Area**

Buchans and Town & County have quoted to cut back the hedges at Hawthorn Hedge, The Rowans, Humphries Way and Froment Way play areas. It was proposed by GH to use Buchans for work to be carried out at Froment Way and Humphries Way play areas - JEC seconded. To go to the next MPC meeting for approval. Hawthorn Hedge, The Rowans and The Sycamores to be discussed at June Maintenance meeting.

**9. Playgrounds**

Philips Adams, who attended a Play Inspection course in February, updated the Committee about the course. PA informed the Committee that the play equipment check list, that he currently carries uses, is correct and that comments are made by the pieces of equipment that need attention. This information can be used in conjunction with the Fenland Leisure maintenance reports. The Sycamores fitness equipment has been added to PA's check list at this is MPC responsibly. GH thanked PA for all his work in this area.

10. **Buchans Contract**  
JEC has given Buchans a copy of their current maintenance contract for updating which is to include NLP. GH has asked that the quote is received by end of June, plus 2 other quotes, to then be discussed at the September Maintenance meeting. **To be AGREED at the next MPC meeting.**
11. **Replacement Dog Fouling Signs – Walkling Way**  
To CONSIDER replacing missing dog fouling signs from lamppost on Walkling Way and surround area which were taken down when the lampposts were replaced. **It was AGREED the signs would not be replaced.**
12. **Hedges**  
Boundary of 77 The Sycamores – **As this is not MPC land no further action can be taken.**
13. **Drop Down Bollard on Butt Lane Track**  
To CONSIDER installing a drop down bollard, for maintenance access, at the start of the track on Butt Lane. **Clerk to get 2 quotes for the work.**
14. **Correspondence**  
East Cambs – Grounds maintenance needs  
Landbeach Road bus shelter – A thankyou letter has been received from a resident for the window swap at the bus shelter.
15. **Date of Next Meeting**  
Monday 19 June 2017 at 7.45pm

The meeting closed at 9.45p.m.

Signed: .....

Date: .....