

MILTON PARISH COUNCIL

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MAINTENANCE COMMITTEE

To all members of Milton Parish Council Maintenance Committee

For information to all members of Milton Parish Council

You are summoned to the next meeting of Milton Parish Council Maintenance Committee to be held in the Bowls Pavilion on Monday 17 December 2018 at 7.30pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coder*
Date of issue: 11 December 2018

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on 17 September 2018 : (Appendix 1)**
3. **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.
4. **Public Participation – members of the public are invited to speak.**

At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman.
5. **Allotments**

Update AH/SC.
To **CONSIDER** Buchans clearing vacant allotment plots to a rentable standard.
6. **Cemetery (Appendix 2)**

Update AH/SC.
To **CONSIDER** cost of purchasing a plot and remove the x4 fee.
To **CONSIDER** extending the footpath from the new part of the cemetery up to the entrance gate and relocating the latch to open the gate.
To **CONSIDER** adding memorial safety to the Maintenance of the whole cemetery.
7. **Play Areas (Appendix 3)**

To **CONSIDER** quote from Wicksteed for £16,148.50 to revamp Froment Way play area.
8. **Grass Cutting and General Maintenance**

Update.
9. **Tomkins Mead (Appendix 4)**

To **CONSIDER** the ongoing proposal of Tomkins Mead agreed in 2013.
To **AGREE** to the request to pay £1,000 grant to the County Park maintenance of Tomkins Mead.
10. **Risk Assessment (Appendix 5)**

To **CONSIDER** Risk Assessment for the Village Cleaner.
11. **Tree Work (Appendix 6)**

To **CONSIDER** quote from Town & Country for £180.00 for tree work required.

12. Mapping Software

To **CONSIDER** subscription of £200 per year for Ordnance Survey on-line to record land and property MPC own.

13. Dates of next meeting

Monday 18 March 2019 at 7:45pm

Clerks Office

The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.

Appendix 1

Minutes of the Maintenance Committee Meeting of Milton Parish Council held on Monday 17 September 2018 at 7.45pm in the Bowls Pavilion

Present: A Horne (AH) (Chair), JE Coston (JEC), T Leavens (TL), D Wildman (DW)

In attendance: S Corder (Clerk)
P Adams (Village Cleaner)
G Heaney (Advisory)

1. Election of Chair

JEC Proposed AH for Chair of Maintenance – DW Seconded **ALL AGREED**

2. Apologies for absence

None – All in attendance

3. To APPROVE the minutes of the meeting held on Monday 19 March 2018

To APPROVE the minutes of the meeting held on Monday 18 June 2018.

JEC Proposed to approve the minutes – AH Seconded **ALL AGREED**

4. Declarations of interest and dispensations:

(a) To receive declarations of interest from councillors on items on the agenda. – AH and GH Item 6 Allotments: Allotment tenants.

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

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

5. Public Participation – members of the public are invited to speak.

No public attended.

6. Allotments

Update - AH reported that some plots have been vacated recently and we currently have 13 vacant plots available to rent.

The Clerk has received a request from 2 tenants who have recently moved out of the village if they can keep their plots on. AH mentioned that in the policy it states tenants have to be a Milton resident, but as we currently have quite a few vacant plots it would be of better use that the plots are maintained where possible until a time comes the plots are required back. **JEC Proposed the following wording to be added to the policy: Allotments rented to people who live in the village can be rented to them on a 12 months basis if they leave the village, at the discretion of the Parish Council, so long as plots are available for residents of Milton and there is no waiting list. DW Proposed to accept the policy change – JEC Seconded ALL AGREED.**

AH reported that fly tipping has occurred in the culvert by the entrance gate to the allotment and the lock to the gate has had some minor damage to it but is in working order.

7. Cemetery

Update AH/SC – All good.

8. Play Areas

To **CONSIDER** 'Plasafety' to carryout ROSP inspections on all 3 play parks for £66.50 + VAT – **Clerk to clarify what inspections Fenland Leisure carryout compared to a ROSPA inspection and confirm cost – To report back at October MPC meeting.**

9. Grass Cutting

To **DISCUSS** going out to tender for grass maintenance quotes – Clerk reported that a meeting has been arranged on 2 October 2018 with current contractor to confirm land maintained. Meeting to be arranged in November to take tender forward.

10. Village Benches

To **CONSIDER** request to repairing the benches on Coles Road by War Memorial – JEC reported that it had been agreed at MPC to replace all wooden benches when the time came with metal ones. DW suggested the possibility of war memorial art benches that could be funded by the arts grant. **Clerk to source quotes for the benches and confirm with SCDC that the arts grant can be used for this project – To report back at October MPC meeting.**

11. Budget 2019/20

To **CONSIDER** budget items and budget request for the next financial year

Proposed budget for agreement at Finance Committee:

- Grass cutting £15,000
- Trees £4,000
- Cemetery £2,200
- Hedges/pathways £2,000
- Allotments £5,000
- Bus shelters £1,000
- Seats & bins £300
- Cleaning/sundries £500
- Play areas/maintenance £10,000
- Tomkins Mead £1,500

Capital Projects: £20,000 for replacing play equipment

12. Date of next meeting

Monday 17 December 2018 at 7.45pm

The meeting closed at 9.35p.m.

Signed:

Date: