

**Minutes of the Maintenance Committee Meeting of Milton Parish Council held on
Monday 25 March 2019 at 7.30pm in the Bowls Pavilion**

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

In attendance: S Corder (Clerk), P Adams (Village Cleaner), G Heaney (non-voting member)

1. Apologies for absence

None. All Committee members in attendance.

2. To APPROVE the minutes of the meeting held on Monday 17 December 2018

To APPROVE the minutes of the Extraordinary meeting on Monday 19 November 2018

AH Proposed to accept both Minutes as a true record – **ALL AGREED**

3. Declarations of interest and dispensations:

(a) **To receive declarations of interest from councillors on items on the agenda.** – None

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

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

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

No public attended.

5. Allotments

Update AH/SC – There are 4 new tenants and currently a few vacant plots available for rent.

PA – Infected tree in Plot A8 (orchard) that requires attention – **Clerk to contract Tree Surgeon for inspection.**

To **CONSIDER** Buchans quote of £480.00 + VAT to clear 3 vacant plots plus £112.00 + VAT to rotovate back to a rentable standard. **DW Proposed to accept the quote for £480 + VAT to clear the 3 plots required – TL Seconded ALL AGREED. Clerk to check Maintenance contract regarding rotovating vacant plots.**

6. Cemetery

Update AH/SC.

To **CONSIDER** quotes received to extend the footpath from the new part of the cemetery up to the entrance gate. Stearn Construction Ltd £4,425 + VAT, CJ Murfit £6788 + VAT, Buchans £2,978 + VAT. **As the quotes vary it was Agreed that the Clerk obtains comparable quotes from the 3 companies.**

To **CONSIDER** quotes received to elevate rabbit issue at the cemetery. Millennium Pest Control £600 + VAT per visit, Command Pest Control £180 + VAT per visit, JG Pest Control £5,400 + VAT for 6 visits over 12 months or £2,049.99 for a 3-day visit. **JEC Proposed to accept Command Pest Control Quote of £180 +VAT per visit for 2 visit a year - AH Seconded ALL AGREED. Clerk to obtain copies of method statement, risk assessments and insurance.**

The Cemetery Safety Audit Report from All Saints Church was received regarding memorial safety.

To **CONSIDER** membership with the Institute of Cemetery and Crematorium Management (ICCM) £90 per year. **DW Proposed to join ICCM on advice from the Internal Auditor – TL Seconded ALL AGREED.**

To **CONSIDER** adding wording to the Cemetery Policy “no covering slabs”. **ALL AGREED.**

To **CONSIDER** memorial height for single and double headstones. **It was suggested that the Cemetery policy memorial height for single and double memorials be of the same height, 90cms. TL Proposed to accept this change – DW Seconded ALL AGREED. To go to full Council for agreement to this change.**

7. Play Areas

To **CONSIDER** quotes received to revamp Froment Way play area. Fenland Leisure £17,703.71 + VAT (including repainting the springers) or £21,652.71 + VAT (including replacing the springers). Wicksteed £13,030.51 + VAT (including repainting the springers) or £16,148.50 + VAT (including replacing the springers). **DW Proposed to accept Wicksteed quote of £13,030.51 + VAT – TL Seconded ALL AGREED. Clerk to investigate possible grant funders.**

Coles Road Play Park – To **CONSIDER** quote received from Buchans to improve the mound £498 plus £328 (turf) + VAT (MCC and MPC to split the cost). **Clerk to ask MCC for confirmation – Defer to MPC meeting.**

Humphries Way Play Park - To **CONSIDER** quote received from Buchans to clear and relay play bark under the tyre sings £486 + VAT. **JEC Proposed to accept the quote – AH Seconded ALL AGREED.**

8. Parish Council Office

To **CONSIDER** request from the Clerk for maintenance work to be carried out in the office. Clerk asked for the office to be repainted and general maintenance work needs to be done. **ALL AGREED – work can be carried out under Clerk’s/Office budget.**

9. Correspondence

To **CONSIDER** request received for a delivery of free soil improver from Amey to the allotments. **It was Agreed that due to what is in the soil improver and having a pile placed at the allotment would not be the best outcome. Tenants can collect soil improver from Amey for free if required.**

Paddock – The tenant of the horse paddock is ending their tenancy due to personal reasons. **Clerk to ask Buchans to quote to clear the paddock.**

10. Date of next meeting

Monday 17 June 2019 at 7.45pm

The meeting closed at 8.30p.m.

Signed:

Date:

DRAFT