

MILTON PARISH COUNCIL

Parish Council Office
Coles Road
Milton
Cambridge
CB24 6BL



Office: Tel: 01223 861447

Email: clerk@miltonvillage.org.uk

Web: www:miltonvillage.org.uk

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 16 December 2019 at 7.45pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coder*

Date of issue: 10 December 2019

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on 16 September 2019: (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
6. **Paddock**
7. **Cemetery (Appendix 2)**

Update AH/SC
To **AGREE** the removal of burial fees and charges for under 18 years from MPC's policy as agreed by The Minister of Justice and apply for The Social Fund (Children's Funeral Fund for England) regulations 2019 No. 1064.
8. **Play Areas (Appendix 3 & 4)**

To **CONSIDER** Wicksteed's Inspection Report
To **CONSIDER** splitting the cost with MCC for the revamp of The Sycamores Play Area £20,684.00 + VAT – Fenland Leisure
9. **Grass Cutting and Maintenance Contract (Appendix 5)**

To **CONSIDER** adding to the Buchan's contract – clearing of leaves on: The Sycamores footpath and alleyway, 2 alleyways leading from Butt Lane to Froment Way and any other possible hotspots.
10. **Dates of next meeting**

Monday 16 March 2020 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 16 September 2019 at 7.45pm in the Bowls Pavilion

Present: A Horne (AH) (Chair), D Wildman (DW), A Markham (AM)(arrived 8:30pm)

In attendance: S Corder (Clerk), P Adams (Village Cleaner)

- 1. Apologies for absence**
JE Coston (personal)

(Meeting proceeded as a general discussion until AM arrived)

- 2. To APPROVE the minutes of the meeting held on Monday 17 June 2019**
DW Proposed to approve the minutes – AM Seconded **ALL AGREED (Item agreed at 8:30pm)**

- 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 – Rent letters will be going out this week.

- 6. Paddock**
To **CONSIDER** quote received from Buchans to treat paddock field £130.00 + VAT
AH AGREED to accept the quote for a first cut and treatment of the paddock. Clerk to check what treatment is being sprayed and would it be possible to plant trees in the near future.

- 7. Cemetery**
Update AH/SC – Unauthorised bench and flowers have now been removed.
To **CONSIDER** quote received from Buchans to remove shrub from central hedge £86.40 + VAT – **AH Proposed to remove the shrub that is covering some graves – DW Seconded ALL AGREED.**
To **CONSIDER** works to be carried out on cemetery entrance gate – **Clerk to source quotes to fix the gate from sticking and other remedial work that is required.**

- 8. Play Areas**
To **CONSIDER** quotes for repair works to Froment Way and Humphries Way Play Areas. Wicksteed £4,687.32 + VAT, Fenland Leisure £5,026.05 – **AH Proposed to accept Wicksteed quote – DW Seconded ALL AGREED. (To go to full council for approval). Clerk to ask Wicksteed to add to quote repair work required at Humphries Way.**
To **CONSIDER** future improvements to The Rowans Play Area and Faulkner Close tarmac play area. **Clerk to source quotes to repaint the current equipment and add new litter bin to The Rowans play area.**
Faulkner Close – AH suggested to source quotes to clear and repaint the area or remove tarmac and grass. (To go to full council for further discussions). (Item agreed 8:40pm)

- 9. Store Cupboard**
To **CONSIDER** replacing and widening of the entrance door to the back-store cupboard. **Clerk to source quotes to replacing and widening the door and access ramp and install handrails either side of the ramp.**

- 10. Trees**
The notes from Tree Warden were received– Training course attended “Basic Tree Survey and Inspection Day”. **AB to put together tree map of all trees maintained by MPC.**

11. Tomkins Mead Board Walk

To **CONSIDER** installing boot scrapers at each end of the boardwalk. **It was reported that the boardwalk edges were coming loose due to scraping mud off shoes/boots. It was suggested to install boot scrapers.**
To **CONSIDER** quotes received from Harrod Sport fixed boot wiper £198.07, Net World Sports compact boot wiper brush/scrapper £139.99, Black Country Metalworks iron boot scrapper £41.99.
AH Proposed to accept the quote for iron boot scrapers £41.99 x 2 to be placed at either end of the boardwalk. ALL AGREED.

12. Budget 2020/21

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 £3,000
- Paddock £2,000
- Bus shelters £1,000
- Seats & bins £300
- Cleaning/sundries £500
- Play areas/maintenance £10,000
- Tomkins Mead £1,500

Capital Projects: £10,000 for emerging works.

13. Correspondence

Brick bus shelters – possible arts project: **How would the project be executed? Clerk to write back to resident for further information.**

Wildflower areas – To consider possible locations: AH suggested using the area of land at the top of The Rowans/Cambridge Road. **Clerk to ask Buchans to quote to clear area and plant some wildflowers. (To go to full Council for further consideration).**

Woodland Trust - Free trees for school and communities: **Clerk to apply for the Wildlife pack (establish food and shelter for wildlife and create a living legacy for future generations). If application accepted suggested planting area would be the paddock.**

14. Date of next meeting

Monday 16 December 2019 at 7.45pm

The meeting closed at 9.20p.m. Signed: