



MILTON PARISH COUNCIL

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TO ALL MEMBERS OF THE PARISH COUNCIL MAINTENANCE COMMITTEE

You are summoned to attend a meeting of Milton Parish Council Maintenance Committee to be held in the Bowls Pavilion on Monday 18 March 2024 at 7.45pm.

Members of the Public and the Press are cordially invited to attend but numbers may be restricted to meet health and safety requirements.

Clerk's signature: *Sarah Coker*

Date of issue: 12 March 2024

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on Monday 18 December 2023 (Appendix 1)**
3. **Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda;
To receive written requests for dispensations for disclosable pecuniary interests (if any);
To grant any requests for dispensation as appropriate.
4. **Public Participation – members of the public are invited to speak**
Public Participation of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g).
5. **Allotments**
Update: Clerk
To **CONSIDER** request from SCDC to provide an area that could be transformed for a community food growing venture – accessible by the public. Specific funding available from SCDC
6. **Paddock Wood**
Update: Clerk/PE
Clerk is still chasing up works by County Highways in relation to removal of the fallen tree and repairs to the damaged fence on both Paddock Wood and the allotments
7. **Cemetery**
Update: Clerk/PE
Deputy Clerk is sourcing quotes to install a hand water pump and is trying to arrange sample testing of the ground water – confirming costs of water testing and if a pump can be installed

To **CONSIDER** request for drainage to be put in the Cemetery grounds due to flooding of graves and the ground water level

To **CONSIDER** request for an additional bench on the right-hand side of the Cemetery
8. **Play Areas (Appendix 2)**
To **CONSIDER** using Playsafety to carry out full ROSPA inspections on the PC play parks at £78 + VAT per park (they do not carry out repairs) and Wicksteed to continue a yearly play park

inspection at £90 per park

To **CONSIDER** new wording for new play parks signs

To **CONSIDER** applying for a Public Space Protection Order (ongoing dog fouling)

9. War Memorial (Appendix 3)

To **CONSIDER** cleaning of war memorial (last carried out March 2018 steam clean and lime pointing). Quote of £1,950 – extras: lime pointing £70 per m2 from Independent Memorial Inspection

10. Edmund Green

To **DISCUSS** plans for the area – future planting and installation of electricity column

11. Maintenance Equipment (Appendix 4)

To **CONSIDER** the purchase of a leaf blowing vacuum to assist with clearing of pathways in the village – Quotes for a Cobra BV26c petrol blower vac £155.99 or B&Q 27cc petrol leaf blower and vacuum £79

12. Dates of next meetings

Monday 17 June 2024 – 7:45pm

Clerk Office

Appendix 1

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 18 December 2023 at 7:45pm held in the Bowls Pavilion**

Present: P Ellwood (PE)(Chairman), HM Smith (HMS), D Wildman (DW), J Coston (JEC), L Champion (LC)

In Attendance: S Corder (Clerk), P Adams (Village Maintenance Person)

1 Apologies for absence

None – Full committee in attendance

2 To APPROVE the Minutes of the meeting held on Monday 25 September 2023

PE Proposed to approve the Minutes of the meeting of Monday 25 September 2023 as a true record - DW Seconded **AGREED (JEC Abstain)**

3 Declarations of interest and dispensation:

To receive declarations of interest from councillors for items on agenda: None

To receive written requests for dispensations for disclosable pecuniary interests (if any); None

To grant any requests for dispensation as appropriate; None

4 Public Participation

No public in attendance

5 Allotments

Update: Clerk – All allotments rents are now in. Half a plot returned which will be offered to the person on the waiting list

6 Paddock Wood

Update: PE/Clerk - PE reported that the tree saplings are still growing well and showing good growth

Clerk to chase up works by County Highways in relation to removal of the fallen tree and repairs to the damaged fence

7 Cemetery

Update: Clerk/PE – Buchans have started the clearance and reseeding of grave plots. The ivy has been cleared from ground level and further grass seeding will be needed once cutting back of the trees has taken place

Deputy Clerk is sourcing quotes to install a hand water pump and is arranging sample testing of the ground water

8 Play Areas

The play inspection reports from Wicksteed were sent out and received (Froment Way, Humphries Way, The Rowans and The Sycamores fitness equipment) no works required. DW raised a concern that the swing bolts were not fully checked for wear at Humphries Way, only a ground level visual was carried out. (PA to get a ladder and inspect the wear on the swing bolts and Clerk to write to Wicksteed asking them why they did not do a complete inspection).

9 Maintenance Budget 2024/25

The budget items and the budget request for the next financial year were discussed
JEC asked that the budget for Tomkins Mead be increased due to some of the trees reaching
their natural end of life and works required to keep Tomkins Mead as a nature reserve
(JEC left 9:07pm)

General Ground Maintenance	£20,000
Trees	£5,000
Cemetery	£3,500
Hedges/pathways	£1,000
Allotments	£2,000
Paddock Wood	£500
Bus Shelters	£500
Seats & Bins	£500
Cleaning sundries	£100
Play area/Maintenance	£10,000
Tomkins Mead	£6,500
Equipment Maintenance	£250
Highways Maintenance	REMOVE
General Maintenance	£500

PE Proposed to accept the budget figures subject to Finance cost code checks – HMS
Seconded **ALL AGREED**

10 Dates of Next Meeting

Monday 18 March 2024 – 7:45pm

Meeting closed at 9:40pm Signed: Date: