

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 26 September 2022 at 7:45pm held in the Bowls Pavilion**

Present: HM Smith (HMS), JE Coston (JEC), P Ellwood (PE)(Chair), D Wildman (DW),

In Attendance: J. Barrett (Asst Clerk), P Adams (Village Maintenance Person),

1 Apologies for absence: Alex Markham

2 Minutes of the meeting held on Monday 20 June 2022: Approved

3 Declarations of interest and dispensation: None

4 Public Participation: None

5 Allotments

Clerk's Update: All are in good order. There are 2 applicants on the waiting list. Rent letters will be sent out this month. Buchans cost estimate to top up the gravel at the entrance awaited. Railing on right hand side may require an additional support post and fixing. **Clerk to arrange works**

6 Paddock Wood (New woodland area)

Clerk's Update: The extreme heat will have caused some damage to the new trees, and the effects will be difficult to measure until the spring. The trees will be inspected in the Annual Walkabout. Clerk asked to investigate the availability of any additional trees that might be free of charge. Tomkins Mead and The Bund have also lost several trees over a period and could be sites for new tree planting.

Clerk to propose 2 dates for walkabouts:

Day 1 – The Bund, Cemetery, Allotments, Paddock Wood and Tomkins Mead

Day 2 – The village

7 Cemetery

Clerk's Update: Village Maintenance Person has been asked to fill in the rabbit holes and wash down the benches. Otherwise, the Cemetery is in good condition. Members queried who had sent the request for an additional bench and asked that a site plan be prepared to illustrate where the new bench (already ordered) and any additional benches could be sited.

8 Play Areas:

JC has not been able to progress a review of the Play Areas due to AM being away over the summer period. The site inspections will be progressed as soon as available dates are agreed. Members asked the Clerk to identify what paint or material could be used to remove any graffiti on the play equipment.

9 Grass Cutting Contract: Tenders should be returned by the end of the month, although contractors had expressed reservations about labour availability to undertake additional contracts. The additional work at Edmund Green was approved with the following amendments:

- a) Strips A and D– max grass height to be 300mm

10 Maintenance Budget:

The budget report was discussed, and the following comments made:

- a) End of year cost forecasts should be included
- b) Figures listed under "general maintenance" were queried
- c) The cost code for 110 should be amended to "Paddock Wood"
- d) The cost code for 102 North Lodge should be omitted

DW Proposed acceptance of the report, Seconded by PE, **ALL AGREED**

11 Dates of Next Meeting

Monday 19 December – 7:45pm

Meeting closed at 8.30pm Signed: Date:

DRAFT