

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 21 March 2022 at 7:45pm held in the Bowls Pavilion**

Present: A Horne (AH)(Chairman), JE Coston (JEC), A Latchem (AL) HM Smith (Ex-officio), A Markham (arrived 8:10pm)

In Attendance: S Corder (Clerk), P Ellwood (non-voting Councillor)

1 Apologies for absence

None – Full Committee

2 To APPROVE the minutes of the meeting held on Monday 20 September 2021

JEC asked that the Village Maintenance report be listed in the minutes. AL suggested adding an appendix to the minutes – AL Proposed to accept the minutes with the appendix added – JEC Second **ALL AGREED**

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 – members of the public are invited to speak

No public attended

5 Allotments

Update AH/Clerk: Currently no plots available.

AH and Clerk to carry out allotment maintenance checks

6 Orchard (New woodland area)

AH: A few tree saplings have been lost to the rabbits

Committee to come up with a new name for the Orchard area

7 Cemetery

Update AH/SC: Rabbits and moles are an on-going issue – regular pest control is being carried out

To **CONSIDER** purchasing two benches for the right-hand side of the Cemetery (by the wildflower area)

- It was **AGREED** that the Arts Working Group would look into purchasing one art style bench for the Cemetery

8 Play Areas

Update: AH/SC

To **CONSIDER** the Clerk looking into the revamp of The Rowans play area and making it an accessible for all play area **JEC and AM to work with Clerk on the project**

9 Grass Cutting Contract 2023-26

To **REVIEW** grass cutting contract due to go out for tender – **Defer to future meeting when maps are available**

10 Tomkins Mead

To **DISCUSS** ideas/solutions to the wear and tear of the footpath (muddy areas) and the degradation caused by widening of the path to avoid muddy areas – **AH: There is a drainage issue that needs to be investigated: Clerk to ask County Council and the Country Park for advice and source quotes for required works**

(AM and PE left 9:05pm)

11 MPC Store Cupboard

To **CONSIDER** Clerk sourcing quotes to have the access path to the rear store cupboard re-laid and

removal of small shrub – **Clerk to source quotes for both paving and concrete path and to have the entrance kerb dropped**

12 Review of Maintenance Policies and Risk Assessments

Maintenance Committee Terms of Reference, Tree assessment policy,
Risk assessments: Litter picking for volunteers, Use of Bowls Pavilion/MCC lounge for MPC business, Village cleaner, Allotments, Maintenance of bus shelters, Cemetery, Use of contractors, Fire, Litter picking (employees), Lone working, Office, Open spaces & parks, Play areas, Tree maintenance, Erecting Christmas decorations – **JEC and HMS to share amendments with Clerk and to remove generic amendments**

13 Queen’s Jubilee Celebrations

To **DISCUSS** possible decorations for Jubilee Celebrations on the Recreation Grounds owned by MPC and other areas in the village (Agreed budget of £500)
AH, HMS and Clerk to agree items to purchase (Lamppost signs and bunting). Locations to be confirmed

14 Dates of Next Meeting

Monday 20 June 2022 – 7:45pm

Meeting closed at 9.30pm Signed: Date: