



SPEEN PARISH COUNCIL		
MINUTES OF THE MAINTENANCE COMMITTEE MEETING		
HELD ON MONDAY 22nd January 2018 AT SPEEN PAVILION, SPEEN STARTING AT 6.30 P.M.		
Present	Parish Councillors	Cllr Larkins, Cllr Booth, Cllr Mathers
	WBDC Councillor	None
	Parish resident	None
	Clerk	L Blake

Meeting started at 6:45pm

Open Session: No parishioners were present

Resolution	Item	Action
Item 2 resolved	1. Apologies for absences: Cllr Scorey (Maternity leave). Cllr Harris (Holiday) 2. Minutes of previous meeting Minutes of Maintenance meeting 18 th December approved, subject to one change. Clerk to change section 8.1 to read 'to see if the supplier can provide a replacement part for the playground. Proposer Cllr Larkins, Seconder Cllr Booth. 2 in favour, 1 Abstention.	
	3. Declarations of Interest: No declarations were made.	
	4. Budget & actual spend Report not available. Deferred to the next meeting.	
	5. Proposal of new committee member moved to Full council agenda	
	6. Health & Safety: (items not covered elsewhere on agenda) No issues raised	
	7 Review of general state of parish & Speen Parish Council assets: 7.1 War Memorial- Deferred to the next meeting 7.2 Ladywell – Deferred to the next meeting 7.3 The Pound - Deferred to the next meeting 7.4 Noticeboards – Deferred to the next meeting 7.5 Bus shelter – Deferred to the next meeting 7.6 Phone box – Deferred to the next meeting 7.7 Clerk to confirm that loose paving slabs have been fixed by contacting Newbury Town Council	Clerk
	8 Environmental Maintenance 8.1 Maintenance contractor – Cllr Larkins raised a query with the Maintenance report and the frequency of checks. Clerk to check Maintenance contract to determine frequency of maintenance reports and contact the Maintenance contractor. 8.2 Clerk contacted the Maintenance contractor and they have made a note to check the Brummell Road Estate. Clerk to contact the Parishioner and check if there has been an improvement. 8.3 Cllr Booth doesn't think the branches have been cut back yet. Clerk to check with WBDC when the work will be completed.	Clerk Clerk Clerk
	9 Recreation grounds (general for Speen, Stockcross and Marsh Benham)	

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	<p>9.1 Multiplay Junior Playground Equipment – Cllr Booth to check the Playground equipment at Speen Recreation ground and provide a specification so the Clerk can obtain new quotes. Deferred until a specification is provided.</p> <p>9.2 ROSPA reports – Marsh Benham, all scores low. Stockcross has one medium score, grass matting but not action is currently required. Speen recreation ground also has a medium score for three issues. Basketball hoop carpet (Medium risk), Multiplay equipment, discussed above (Medium Risk) and Wet Pore issues (Medium Risk)</p> <p>9.3 Speen Recreation ground contract – Clerk to contact Sports client and assess the future use of the recreation ground.</p>	<p>Clerk/Cllr Booth</p> <p>Clerk</p>
	<p>10 Speen Recreation Ground:</p> <p>10.1 External posts – Clerk to check the original specification and make sure that quotes are compliant with the specification. Clerk also to check Standing orders to determine number of quotes required.</p> <p>10.2 Cleaning Contract – Deferred to next meeting</p> <p>10.3 Height bar – Deferred to next meeting.</p> <p>10.4 Grass and Hedge cutting – Awaiting quotes to be discussed at next Maintenance meeting in February and the Full Council March meeting.</p> <p>10.5 Damaged guttering – Fixed. Remover from Agenda</p> <p>10.6 Replacement of Toddler Fence (Speen Rec) – Cllr Larkins confirmed that the fence has been secured and is safe. Quotes deferred to next meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
	<p>11 Stockcross Recreation Ground</p> <p>11.1 Wobbly Bin – Clerk to forward cost details to Cllr Larkins</p> <p>11.2 Stockcross Recreation Car park – Broken fence has been fixed by contractor. Clerk to monitor the fence and contact Contractor for a longer term fix if further damage occurs.</p>	<p>Clerk</p>
	<p>12 Other items: None</p>	

Meeting Finished at 7:19pm
Next meeting Monday 19th February 6:30pm

<p>Signed:</p>	<p>Name (print):</p> <p>Position:</p>	<p>Date:</p>
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