



<b>SPEEN PARISH COUNCIL</b>		
<b>MINUTES OF THE MAINTENANCE COMMITTEE MEETING</b>		
<b>HELD ON MONDAY 23rd October 2017 AT SPEEN PAVILION, SPEEN STARTING AT 6.30 P.M.</b>		
<b>Present</b>	<b>Parish Councillors</b>	Cllr Larkins, Cllr Booth, Cllr Harris
	<b>WBDC Councillor</b>	None
	<b>Parish resident</b>	0
	<b>Clerk</b>	S Larkins (Acting Clerk)

**Meeting started at 6:30pm**

**Open Session:** No parishioners were present

Resolution	Item	Action
Item 2 resolved	<p><b>1. Apologies for absences:</b> Cllr Tull, Cllr Scorey. Clerk</p> <p><b>2. Minutes of previous meeting</b> Minutes of Maintenance meeting 19th September 2017, approved. Proposer Cllr Larkins, Seconder Cllr Booth. One Abstention.</p>	
	<p><b>3. Declarations of Interest:</b> No declarations were made.</p>	
	<p><b>4. Budget &amp; actual spend</b> Report received</p>	
	<p><b>5. Health &amp; Safety:</b> (items not covered elsewhere on agenda) No issues raised</p>	
	<p><b>6 Review of general state of parish &amp; Speen Parish Council assets:</b></p> <p>6.1 War Memorial- There is a Members' Bid in Progress. There are 3 bollards that have been damaged in the past. No issues are present &amp; these are being monitored. There is a possibility of including repair/replacement in the tender for the Members' Bid project, if this bid is successful.</p> <p>6.2 Ladywell – Cllr Booth advised the meeting that unknown individuals have begun scraping off the flaking paint from the lamppost. It is unclear as to whether this is vandalism or someone trying to help. SSE to be contacted to provide quote to paint lamppost. Clerk to contact SSE. There is a highways notice near the entrance to the Ladywell which is loose. WBDC to be advised by Clerk.</p> <p>6.3 The Pound - No issues</p> <p>6.4 Noticeboards - Cleaned by Maintenance Contractor in September</p> <p>6.5 Bus shelter - To be checked for weed growth in the Spring</p> <p>Red phone box - - It is not yet known yet whether the light is working. There is a 'Social benefit' clause in the contract for the purchase of the phone box</p>	Cllr Booth/Clerk
	<p><b>7 Environmental Maintenance</b></p> <p>7.1 <b>Triangle</b> – Maintenance report for September received. Last Maintenance reports from Triangle</p>	
	<p><b>8 Recreation grounds (general for Speen, Stockcross and Marsh Benham)</b></p> <p>8.1 <b>ROSPA reports.</b> As previous reports, low priority items are monitored as per inspector's advice. Marsh Benham – No reported issues Speen – Rotten wood to which chain link attaches on large play area. Quote to be obtained for repair by Clerk. Swing pod slightly damaged – to be monitored. Stockcross – Lack of dogproof fencing noted in the report. Small wooden</p>	Clerk

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	'stepping stones' starting to rot – to be monitored	
<b>9</b>	<p><b>Speen Recreation Ground:</b></p> <p>9.1 <b>External posts</b> – Clerk’s response noted</p> <p>9.2 <b>Cleaning Contract</b> – Working Document to be continued</p> <p>9.3 <b>Height bar</b> – Advice from 2 different contractors that height bar needs replacement rather than repair. Cllr Larkins to produce spec for next meeting for consider.</p> <p>9.4 <b>Vandalism &amp; arson damage to wooden climbing frames</b> – The temporary repair is adequate at present</p> <p>9.5 <b>Grass and Hedge cutting</b> – Speen hedge will be cut by the contractor in the last week in October 2017.</p> <p>9.6 <b>Toddler Fence repair</b> – A temporary fix has been made by the Maintenance contractor.</p> <p>9.7 <b>Draft Spec for replacement of Toddler Play area</b> - A replacement fence was considered &amp; approved for consideration by full council. Prop Cllr Larkins 2<sup>nd</sup> Cllr Harris – all in favour</p>	<p>Clerk</p> <p>Clerk/Cllr Larkins</p> <p>Cllr Larkins</p> <p>Clerk</p>
<b>10</b>	<p><b>Stockcross Recreation Ground</b></p> <p>10.1 <b>Wobbly Bin</b> –Cllr Larkins advised that at least 1 of the Speen bins is wobbly, in addition to the bin at Stockcross. It was agreed to ask the Maintenance Contractor to check all bins and provide quote for reseating as necessary</p> <p>10.2 <b>Stockcross Recreation Car park</b> – Maintenance &amp; raking of gravel. Clerk to check with Maintenance Contractor to see if they can do this (rake to be provided by Landscaping contractor)</p>	<p>Clerk</p> <p>Clerk</p>
<b>11</b>	<p><b>Other items:</b></p> <p>11.1 No other items</p>	

Meeting Finished at 7:15pm  
Next meeting Monday 20th November 6:30pm

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

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