

**Minutes of the Maintenance Meeting of Milton Parish Council held on  
Monday 15 December 2025 at 7:30pm held in the Bowls Pavilion**

**Present:** P Ellwood (PE)(Chairman), A Bradnam (AB), J Coston (JEC), D Wildman (DW)

**In Attendance:** S Corder (Clerk), P Adams (Village Maintenance Person),  
J Windle (JW – Non-voting Councillor)

**1 Apologies for absence**

H Smith (personal)

**2 To APPROVE the Minutes of the meeting held on Monday 16 June 2025**

PE Proposed to approve the Minutes of the meeting of Monday 16 June 2025 – DW Seconded  
**AGREED** (AB abstain).

**To APPROVE the Minutes of the meeting held on Monday 22 September 2025**

Deferred to March 2026 Maintenance meeting.

**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**

Maintenance report shared in agenda papers – Currently have 4 vacant plots. All allotment rents have been received. Gate bolt has been damaged by someone taking the gate off the hinges and pushing it open the wrong way. Bolt had to be removed. **PA to source quotes for a replacement bolt.**

To **CONSIDER** purchase of a new allotment gate due to damage - **Clerk to source quotes for a new gate.**

**6 Paddock Wood**

Maintenance report shared in agenda papers – **AB to confirm location of the 7 oak trees to be planted.**

**7 Cemetery**

Maintenance report shared in agenda papers – New cemetery path to be laid, awaiting date of installation. **PA and Clerk to sow seeds in the summer meadow.**

**8 Play Areas**

Maintenance report shared in agenda papers – **Clerk awaiting quote from Wicksteed for replacing play bark with wet pour under the monkey bars and tyre swings.**

**9 Maintenance Work Schedule**

Received and reviewed works required – **PA to paint the compost bin at the Cemetery. Clerk sourcing quotes for the pump needed for the water tank at the Cemetery.**

**10 Village Maintenance and Tree Tour**

Report shared with the agenda paper – **AB to write to Tesco requesting a litter pick along the tunnel**

side and in the hedge row. To ask Tesco to replace the broken lights in the tunnel.

**11 Maintenance Budget 2026/27**

To **CONSIDER reviewed** budget items and budget request for the next financial year

General Ground Maintenance	£2,000
Trees	£5,000
Cemetery	£8,000
Allotments	£2,000
Paddock Wood	£1,500
Bus Shelters	£500
Seats & Bins	£500
Cleaning sundries	£100
Play areas	£4,000
Play areas (to reserve for contingent liability)	£10,000
Tomkins Mead (includes £2,830 to CSLT)	£4,500
Equipment Maintenance (to include AED's x 3)	£250
General Maintenance	£750
<b>Total</b>	<b>£57,100</b>

**To go to Finance Committee for Budget approval**

**12 Phone Box – Coles Road**

To **CONSIDER** quote of £550.00 to prepare and repaint the phone box – JEC Proposed to accept the quote of £550 – PE Seconded **ALL AGREED**

To **CONSIDER** cost of replacing all 24 large poly windows, 6 small windows and clips. Total £270.27. JEC Proposed to accept the quote – PE Seconded **ALL AGREED**

**13 Dates of Next Meeting**

Monday 16 March 2026 – 7:30pm

**Meeting closed at 8:17pm    Signed: ..... Date: .....**