

**Notice of Modbury Parish Council Maintenance Committee Meeting
Tuesday 9th December 2025 @ 11.30am in The Parish Office**

Minutes

Meeting started at 11.55 with apologies from PS for late arrival

In attendance P Smith [Chair] B Price, B Cole

2025 31M Apologies for absence

None received

2025 32M Declarations of interests

None declared

2025 33M Minutes of the last meeting – for approval

Proposed B Price

Seconded B Cole

Agreed. All in favour

2025 34M Matters arising

First aid training – DALC confirm they have no such training. **Clerk to contact St John's & Chamber of Commerce.**

One off cuts at Millenium Meadow and Galpin St Community Orchard – These were done but were delayed due to adverse weather conditions.

Machine for scarifying road edges and pavements – Clerk has contacted DALC but no information forthcoming. **Clerk to continue investigations with other local PCs.**

Play Areas – PS reported that 3 quotes were obtained for the new fencing at the Memorial Hall. Our handyperson continues to keep on top of other reported faults. We are still having issues with Earthwrights on warranties.

Grass Cutting - PS has amended the schedule.

Grass cutting contract review - Review held on 25 November 2025.

Tree maintenance – Remaining trees in the recommendations of the 2023 tree survey were dealt with on 15 September 2025. **PS to discuss two additional outstanding referrals with Coastal Garden Services.**

Highways - BC confirmed that further supplies of pothole repair compound and bitumen emulsion were received.

Friend Wells/Shilstone - **PS and BC still to conduct a site visit.**

Street lighting – the Clerk has continued to try and make contact with the street cleaning team, without success.

Barracks Road – speed limit signage alongside footpath – the Clerk has referred to Highways but without success.

Pavement maintenance – the Clerk has contacted Highways but they do not undertake surface dressing of pavements.

Palm Cross allotments car parking sign – completed by the handyperson.

Damage to MUGA at the QEII recreation field – satisfactorily repaired by our handyperson.

Emergency plan – discussed at 40M.

List of issues to be raised with Louise Wainwright County Councillor – list compiled and discussed with DCC on 23 October 2025.

2025 35M**Play Areas**

Memorial Hall Play Area – PS confirmed Leaf It Out [SW] had satisfactorily completed the work on 28th November and the play area has been reopened. Small variation cost of £100 incurred to replace additional section. Final payment made.

Jacksons confirmed 25 year warranty for fence. **Clerk to print warranty and store with other policies/warranties in fire proof document container.**

Palm Cross – gate not closing fully. **Clerk to pass to handyperson to address.**

Champernowne – **Clerk to instruct handyperson to fill gaps on MPC equipment where applicable.**

SHDC play area safety reports – site visit to Champernowne and Memorial Hall with SHDC localities officer, Cllr B Taylor and MPC. **PS to arrange/action.**

2025 36M**Grass cutting**

1. Review cut programme season 2025/26 – all cuts bar one now completed satisfactorily. November cut went very well. Last cut due in March 2026.

Review meeting Nov 2025. Schedule for next year agreed. Confirmed 2026 is final year of existing contract. Tender process for 2027. Arborcure happy to tender again and consider increasing number of cuts to cope with longer, warmer growing seasons.

2. One off cuts for 2025

Slightly over budget because of hogweed treatment and additional Millennium Meadow and Galpin St Orchard cuts

PS to ensure that the new tender to include provision for one off cuts.

2025 37M**Tree maintenance**

1. Review of tree/hedge maintenance contract – **Clerk to contact Coastal Services to arrange.**

2. Review of 2023 tree survey – all the report's recommendations have been completed satisfactorily. Need to start thinking about a new survey in 2026. The Clerk has obtained a price of £895 + VAT from Dartforest – used previously. It is recommended that we go ahead and commission for October 2026.

Proposed B Cole

Seconded B Price

Agreed. All in favour.

BC requested inspection of possibly dangerous tree at Church Lane and Moon Lane junction. **Clerk to contact Tree officer.**

2025 38M**Highways**

1. Road Warden service – pot holes/drainage/road signage. BC confirmed further pot hole repairs scheduled for January 2026.

2. P3 coordination - MPC to write to DCC re P3 agreement. **Clerk to send email to DCC P3 manager.**

3. Street lighting - covered by Priorities List sent to Louise Wainwright and DCC Highways.

4. Barracks Road – speed limit signage alongside footpath - covered by Priorities List sent to Louise Wainwright and DCC Highways.

5. Pavement maintenance – contractor repairing pavements where they have been identified. **Issues to be passed to PS to mark and issue to handyperson to repair.**
6. Grit boxes. **BC to check levels for winter 2025 and distribute additional salt supplies.**
7. Volunteers – road warden scheme. **Clerk to advise BC of the identity of the latest volunteer.**

2025 39M General Maintenance Work

1. Palm Cross car parking ongoing. No particular issues. Most bays now numbered. Some bollards replaced including in front of Old Fire Station.
2. Other maintenance work PS covered community spaces meeting 4th December. **PS to send the MODWAG proposal for mini-meadows to the Clerk for agenda item for January.**
3. **Clerk to arrange contract review meeting with handyperson contractor.**

2025 40M Emergency Plan

1. To consider response to Emergency Plan feedback form – update on working group. BP gave feedback on 2 meetings so far. **Next meeting in New Year – to be arranged.** Explore possible funding options available for Emergency Planning.
2. Awaiting further information about SWW works programme.

2025 41M Priority list action plan

1. Feedback on issues raised with Louise Wainwright County Councillor PS confirmed an article due to be published in January edition of Modbury Messenger outlining draft report submitted to Louise Wainwright and DCC. **Clerk to add report to MPC website.**
2. SHDC Street cleaning took place on 17th Nov but appears none on 1st December. **PS to contact SHDC Street cleaning operations manager.**

2025 42M Date for the next meeting

27th January 2026 at 1600 hrs

Meeting closed at 13.55 hrs