

Notice of Modbury Parish Council Maintenance Committee Meeting
Tuesday 25th August 2026 @ 3pm in The Parish Office

Draft minutes

Councillors in attendance P Smith B Price S Wyatt B Cole

Meeting started at 3.10pm

- 2026 13M Apologies for absence**
None
- 2026 14M Declarations of interests**
None
- 2026 15M Minutes of the last meeting – for approval**
Draft minutes previously circulated
Proposed B Price
Seconded B Cole
Agreed. All in favour except S Wyatt who was not at the previous meeting
- 2026 16M Matters arising**
Grant application for pavement scarifier – submitted. DCC to review funding request in new financial year – under **Agenda item 2026 21M**
Tree in Galpin Street – No TPO in place.
Proposal to cut tree back as discussed with Tree Warden and contractor. **Clerk to ascertain exact cost**
Proposed B Cole
Seconded B Price
Agreed. All in favour.
SHDC play area safety reports – Clerk to investigate cost implications renewal with SHDC v Contractor and insurance implications
Clerk to check parish maintenance contractor is qualified to inspect play areas on like for like basis as SHDC.
Emergency Planning – plan to incorporate MPC templates and scenario planning. BP and PS to arrange next meeting – under **Agenda item 2026 22M**
One off & Meadow cuts to be scheduled – to be confirmed by PS by mid-July
PS registered disappointment that Arborcure had missed this cut as the correct equipment was unavailable. PS awaiting reply on this subject. PS confirmed scheduled August cut had been carried out satisfactorily
Clerk to contact LW re Street lighting. **Clerk to request response and site visit via LW**
Grant applications - Clerk to forward to Highways officer/LW previous grant application by MPC for road ploughing. **LW confirmed DCC funding is unavailable to MPC on a scored criteria basis**
Clerk to contact DCC about strimmer training. **Training day arranged for 3rd October at QE II**
- 2026 17M Play Areas**
1. Memorial Hall Play Area – outstanding bin issue has been resolved and emptied.

2. Palm Cross - report of nettles/brambles growing through trampoline base/netting. **Contractor to deal and explore use of non-chemical solution**
3. Champernowne – Hedge and grass cutting responsibility of LiveWest. **Clerk to contact Livewest. BC to provide clerk with contact name**

2026 18M Grass cutting

1. New season 2026/27 - schedule agreed as follows

Schedule 2026-2027:

9 cuts w/c	13 th April	(Plus 3 cut areas)
	25 th May	
	22 nd June	
	20 th July	
	17 th August	(Plus 3 cut areas)
	14 th September	
	12 th October	
	Half term w/c 26 th Oct	(Plus 3 cut areas)
	8 th November	

5 cuts to date including the 3 cut areas for August – all cuts satisfactory

Invoices now received for the first four cuts.

One off Meadow cut didn't take place – **see note in Matters arising**

2. Tender process for awarding the next Grass cutting contract 2027/28 to 2031/32 – procurement and protocols

A full and detailed discussion took place about the process for tendering for a new contract. Following a thorough discussion the Maintenance committee felt that as a result of the proposed changes to the political landscape planned under the Local Government Reorganisation, the introduction of the new Devon unitary authorities, a pending parish council application to SHDC to acquire a number of community assets and the forthcoming parish council elections next year, it concluded it would be prudent to renew the grass cutting contract for 3 years to replace the current contract which is in its final year of 5 years.

It was decided that this proposal should be put to the full council for discussion and ratified if voted in favour.

Proposed B Cole

Seconded B Price

Agreed. All in favour

2026 19M Tree maintenance

1. Tree survey – due for renewal in October 2026 – Contractor - Dartforesttrees confirmed they are happy to carry out the survey and indicated the costs would be slightly higher than previously. Date confirmed. **22nd October 2026 @ £895 + VAT. PS to liaise with Dartforesttrees**

2026 20M Highways

1. Road Warden service – update and Chapter 8 training currently 4 volunteers. RW now qualified with SWQR card renewed for a further 5 years. **Currently no pot hole repairs being carried out as RW vehicle unavailable**
2. P3 Grant applied for via DCC – **MPC invoice submitted to DCC. Awaiting payment. PS pleased to confirm all areas outside MPC P3 team oversight**

are being managed by DCC. PS confirmed LW had been effective in getting matters resolved with the DCC P3 team

SW reported a hornets nest on Kennel Lane. Clerk to investigate removal

3. P3 Strimmer training. **Due to take place 3rd Oct @ QEII pavilion**

5. Street lighting – Dark Lane and Chatwell Lane. **See Matters arising**

6. Barracks Road – speed limit signage alongside footpath. **Await final publication of S106**

7. Pavement maintenance. **Contact DCC and SHDC ahead of adverse autumn weather about street and gulley cleaning**

8. Grit boxes – replacement and funding. **BT confirmed SHDC has available funding to cover cost of 2 replacement bins. MPC to cover cost of 3rd bin**

2026 21M Street Cleaning

1. Purchase of scarifier – No grant funding available from DCC via HMCEF. Purchase would be through MPC funding

2. Logistics of owning, operating and storing such equipment

Discussion focussed on secure storage before undertaking any possible purchase and to clear and/or store materials currently at the Old Fire Station in a new storage container. **Clerk to liaise with P Romney and contractor about finding suitable site for a storage container at QE II and review costings and work required**

2026 22M General Maintenance Work

1. Play areas – being done on ad hoc basis as and when required. **Contractor continuing to monitor and repair as and when required**

2. Palm Cross car parking – issues – possibly consider posts for spaces which are not rented – for further discussion

Removal of vehicle in rented parking bay in the allotments parking bays undertaken by SHDC following PS referral

3. Other maintenance work. **Clerk to discuss outstanding work for benches, pavements with contractor.**

BC commented that a pipe at Mary Cross was required to ensure water drains effectively. **BC to liaise with landowner and explore costing for new pipe and earthworks.**

SW left the meeting at 5.00pm

2026 23M Emergency Planning

1. Update on EP plans

Discussion on best way forward particularly in light of adverse weather conditions and the effects of El Nino on weather patterns during this autumn and winter. **PS agreed to use the Devon Resilience Forum template and update with respect to Modbury and circulate with updated cascade details. BP will then arrange further meeting with all stakeholders**

2026 24M Date for the next meeting to be agreed

Next meeting 13th October @ 3pm