

**MEDSTEAD PARISH COUNCIL**

**MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 25<sup>th</sup> April 2018**

**AT MEDSTEAD VILLAGE HALL AT 6.45pm**

**Present:**

Cllr's Ken Kercher, Cllr Peter Buckland, Cllr Roy Pullen.

**Also present:**

Mr Peter Baston (Clerk).

**Action**

**18.22 OPEN SESSION**

None.

**18.23 APOLOGIES OF ABSENCE**

Cllr Jean Penny - Approved.

Cllr Stan Witcher – Absent

Cllr Kercher thanked Cllr Pullen for standing in at the last minute to ensure that Committee was quorate.

**18.24 MINUTES**

- i. The minutes of the meeting held on 28<sup>th</sup> February 2018 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. No matters arising.

**18.25 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**18.26 POLICY REVIEWS**

- |   |                     |
|---|---------------------|
| i. <b>Medstead Parish Council Health &amp; Safety Policy.</b> This was reviewed by Committee and would now be taken to Full Council for approval.                         | <b>Full Council</b> |
| ii. <b>Medstead Parish Council Drone Policy.</b> This was reviewed by Committee and would now be taken to Full Council for approval.                                      | <b>Full Council</b> |
| iii. <b>Medstead Parish Council Playground and recreation Area Inspection Policy.</b> This was reviewed by Committee and would now be taken to Full Council for approval. | <b>Full Council</b> |

**18.27 TREE SURVEY.** Alderwood Consulting had carried out the survey on four areas and the report(s) were reviewed by Committee. It was agreed that the recommendations would be taken forward as per the Reports and the Clerk was asked to take the necessary action.

**Clerk**

**18.28 OUTSIDE ADULT EQUIPMENT**

- |   |                     |
|---|---------------------|
| i. The Committee agreed that the best location for the equipment would be between the fenced toddler play area and the Red Downs Road lay by and this recommendation would be taken to Full Council for further discussion and approval.  | <b>Full Council</b> |
| ii. The Parish Plan Committee are offering to donate a tree for the WW1 commemoration and Committee agreed that the location for the new WW1 commemoration bench, which would be constructed from recycled plastic, would be next to one another about midway between the Jubilee tree and the tree recently planted by the Women's Institute near the Hussell Lane frontage. A plaque would be attached to the bench with the suggested wording " <b><i>In commemoration of the centenary of the armistice of 11<sup>th</sup> November 1918</i></b> ". This would be taken to Full Council for approval. | <b>Full Council</b> |

### 18.29 MAINTENANCE

- i. **Five Ash Kerbing** – The Clerk reported that this was on the HCC contractor work schedule;
- ii. **Play Equipment Repair** - The Clerk reported that Sawsclapes Play were in the process of repairing the equipment but were awaiting the necessary parts.
- iii. **Royal Mail Post Box** – Royal Mail have confirmed that they are waiting on utility checks prior to the move of the box to a nearby location occurring.
- iv. **Dog Waste Bins** – Following a suggestion at the recent Annual Parish Assembly from a member of the public that additional dog bins were needed, Committee agreed that bins were now dual purpose and a further general bin would be purchased to be located near to the barbeque area on the Green Clerk

### 18.30 MEDSTEAD VILAGE LINK

- i. **Kissing Gates.**
  - a. Following the withdrawal of support for the installation of the two kissing Gates on FP5 & FP9 by the landowner, the Clerk was asked to contact HCC Councillor Mark Kemp-Gee to see if he is able to assist at all given a HCC grant had been secured to purchase one of the gates. Clerk
  - b. The Clerk was asked to make contact with the land owner again to discuss the situation. Clerk
  - c. The Clerk was further asked to respond to the letter from the landowner on Paice Lane where a further kissing gate was planned to be installed. Clerk
- ii. **Rural Communities Fund** – This was on hold pending the outcome of the discussions with the land owners.
- iii. **Knapp / Five Ash Link Path.** The Clerk was asked to speak again with HCC to ascertain the latest position. Clerk

### 18.31 CEMETERY

- i. **Future Memorial Renovation Works.** The further work to stabilise memorials had been undertaken by the contractor and had been reported that it was complete. However, Cllr Buckland reported that three memorials required further attention and the Clerk was asked to contact the contractor to get him to address the outstanding issues. Clerk
- ii. **Memorial Wall Plaques** – The Clerk had previously been asked to draft an article for the Medstead Times and the Villager to seek further interest in placing a plaque on the memorial wall. This was reviewed and amended by Committee and would be sent to the Medstead Times & The Villager for publication. The Clerk would also ask the editor for the Medstead Times to take a picture of the Memorial Wall. Clerk

### 18.32 CONTRACT UPDATE

- i. **Day Work**
  - a. **Tasks Completed** – Assistance with the installation of the village sign post.
  - b. **Further Tasks Scheduled** – Repair to the enclosed play area fencing.
- ii. **Cemetery / Churchyard Maintenance.** No issues and positive comments had been received about the state of the Cemetery.
- iii. **Village Green Mowing.** No issues.

**18.33 CURRENT AND FUTURE PROJECTS –**

- i. **Project Update 2017/18.** The 2017/18 projects were reviewed by Committee.
- ii. **Play Area Surface** – The Committee agreed that the Clerk should source quotes and if the project goes ahead, funding should be sourced from S106 developers’ contributions.
- iii. **Planting.** Cllr Pullen sought Committee approval for the planting of berberis plants around the base of the new sign post to prevent any damage or discolouration from mowing activity and this was approved by Committee.
- iv. **Projects 2018/19.** These were further considered by Committee.

**Clerk**

**Cllr Pullen**

At the conclusion of the discussions the meeting was closed at 7.25pm.

Signed .....Chairman Date.....