

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 31st October 2016 AT FOUR MARKS VILLAGE HALL AT 6.00pm

Present:

Cllr's Ken Kercher (Chairman), Hans Taylor, Peter Buckland & Jean Penny.

Also present:

Mr C Coles (member of the public) & Mr Peter Baston (Clerk).

16.75 OPEN SESSION

Action

- i. Mr Coles raised the question of locating the meeting away from the normal location. The Clerk explained that the normal venue was not available and under Schedule 12 of the Local Government Act 1972, it was permissible to hold the meeting outside of the Parish. It was recognised that this would only occur when a venue within the Parish was not available.
- ii. Mr Coles raised the issue regarding overgrown vegetation on footpath 13. The Footpaths Officer for the Council (Cllr Taylor) would visit the location and report on any action required.
- iii. Cllr Buckland passed thanks to Mr Coles for the work he had been doing clearing leaves.
- iv. Cllr Buckland informed the meeting that a burglary had occurred in Hussell lane recently.

Cllr Taylor

16.76 APOLOGIES OF ABSENCE

None.

16.77 MINUTES

- i. The minutes of the meeting held on 24th August 2016 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. No Matters arising.

16.78 DECLARATIONS OF INTEREST

There were no declarations of interest.

16.79 PARISH LENGTHSMAN

- i. The Clerk reported that the Parish Lengthsman was due to visit again on 28th November 2016 and a works programme was required. Following discussion, it was agreed that clearance of footpath 13 as required and the cleaning of the shelter at Green Stile. The Clerk would liaise with the Lengthsman.
- ii. The dates of the 2017 Lengthsman schedule were noted.

Clerk

16.80 CEMETERY

- i. The Clerk had sourced two quotations for work in the Cemetery in order to make safe certain aged memorials. Subject to Wake Trustee approval, it is planned to fund the repairs from the Wake Trust Fund. It was agreed that the quotation from Studio Stone be confirmed subject to Trustee approval and also confirmation from the Institute of Cemetery and Crematorium Management (ICCM) that relatives of those buried need not be informed of the planned work. It was further agreed that Cllr Buckland and the Clerk would meet at the Cemetery to agree the scale of repair on the memorials i.e. which would be subject to repair or just making safe.
- ii. Cemetery Memorial wall / path. Cllr Kercher agreed to speak with Cllr Pullen regarding his earlier offer to take forward the work with the spur path to the memorial wall.

Cllr Buckland / Clerk

Cllr Kercher

- iii. Water Supply extension. A request had been received to see if it would be possible to extend the water supply from the existing point to the lower part of the Cemetery. Due to an expected high installation cost, this would not be taken forward but the Clerk was asked to write to the person concerned.
- iv. Cllr Buckland reported that there had been no further badger activity at the Cemetery.

Clerk

16.81 VILLAGE GREEN BARBEQUE / BENCH.

- i. Cllr Taylor has spoken to the supplier who will submit an invoice to the Council and the delivery of the barbeque will then take place. Installation will be delayed until the Spring.
- ii. A bench will also be procured being of a similar design to that already located on the Green.
- iii. Cllr Taylor had been asked about seating at the young children's play area. The Committee considered that the bench and picnic table already at that location were adequate and no further action was required

Cllr Taylor

16.82 BUS SHELTERS / ROUTING

Following discussion, it was agreed that a recommendation be made to Full Council that one shelter be located at Five Ash Pond and a further one at Boyneswood Road lay by (the latter subject to HCC approval). Once approved, the Clerk would then source suitable designs and quotations from suppliers.

Clerk

16.83 SPORTS PAVILION

- i. Two quotations had been received from electrical contractors to undertake a complete electrical installation report. It was agreed that the quote from NWES be confirmed and the Clerk would contact the contractor.
- ii. It had been discovered that the upright supports and soffits at the Pavilion were in need of urgent repair and the Clerk was asked to secure quotations for the repair.

Clerk

Clerk

16.84 VILLAGE GREEN FOOTPATH

Medstead School had written to the Clerk expressing concern over the path on the Green where tree roots had made the path uneven. It was agreed that Cllr Buckland and the Clerk would make a site visit and report to the Committee and the Clerk would source quotations for repair or possible re-routing.

Cllr Buckland / Clerk

16.85 CURRENT & FUTURE PROJECTS

The projects were reviewed by the Committee. On the Green Infrastructure project, the Clerk was asked to contact HCC to ascertain whether they or the Parish Council have powers to hard-surface existing footpaths which link South Medstead with Medstead village.

Clerk

At the conclusion of the discussions the meeting was closed at 7.20pm

SignedChairman Date.....