

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 12th January 2018

AT MEDSTEAD VILLAGE HALL AT 3.00pm

Present:

Cllr's Ken Kercher, Cllr Peter Buckland, Cllr Jean Penny & Cllr Stan Whitcher.

Also present:

Cllr Georgy Fuzzard and Mr Peter Baston (Clerk).

18.01 OPEN SESSION

Action

- i. Cllr Fuzzard asked how a potential Knotweed outbreak would be handled and if this action extended to non-council owned land. It was agreed that the treatment on such land would not be covered by the Parish Council and would be down to the land owner to arrange treatment.
- ii. Cllr Penny mentioned that there were a couple of dragons teeth damaged / missing near to the Roe Downs Road lay by and need replacing. The Clerk would contact the day worker to address.

Clerk

18.02 APOLOGIES OF ABSENCE

None.

18.03 MINUTES

- i. The minutes of the meeting held on 25th October 2017 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. No matters arising.

18.03 DECLARATIONS OF INTEREST

There were no declarations of interest.

18.04 POLICY REVIEWS

Tree Policy. This was reviewed by Committee and would now be taken to Full Council for approval.

Full Council

18.05 TREE SURVEY. The Clerk informed the Committee that Alderwood Consulting hoped to carry out the survey on the previous day and a report is awaited from the consultant.

18.06 RIGHTS OF WAY VEGETATION PRIORITY CUTTING LIST - 2018. Following discussion, it was agreed that the following footpaths be subject to HCC Priority Cutting list and which are footpaths 2, 12 (Homestead Rd to Soldridge Rd only), 14, 16, 25 & 29 and the Clerk would notify HCC accordingly.

Clerk

18.07 GREEN INFRASTRUCTURE / MAINTENANCE

- i. **Maintenance Issues.** The Clerk would meet with the Day Work contractor to discuss the laying of scalping's on part of FP17.
- ii. **Footpath(s) 9 & 17 – Kissing Gate(s).** It was agreed that one kissing gate be installed on FP9 between Hattingley and Bighton Road, including steps to assist walkers in negotiating the bank, and two kissing gates be installed on FP17, one at Homestead Road and one near Paice Lane, with the existing stiles replaced. However and beforehand, the Clerk would contact the respective adjoining land owner(s) first to agree this proposal. The preferred design was from the supplier Jackson and the Clerk would take this forward.
- iii. **Rural Communities Fund - Countryside Access.** It was agreed that a Grant

Clerk

Clerk

- be applied for from the Rural Communities Fund for the work in (i) & (ii) above and also (v) below and the Clerk would take this forward. **Clerk**
- iv. **Route name.** Following suggested names from Roedowns WI and Medstead School, for which the Parish Council gave thanks, the Committee agreed the name of “**Medstead Village Link**”. **Clerk**
- v. **School Logo Competition.** Following the earlier designs received from Medstead School for the logo, Cllr Penny would contact the artist to draw up a suggested logo template including the agreed route name in (iv) above. Any costs associated with sign design/production would also be included in the Rural Communities Fund application. **Cllr Penny**
- vi. **Village Green (Christmas) lights.** Following the failure of the Christmas lights on the Green, it was agreed that new lights be procured and installed. The Clerk was asked to source the lights and to arrange for an electrician to install the new lights. It was further agreed that a District Council grant be applied for this purchase which the Clerk would take forward. **Clerk**
- vii. **Pavilion Maintenance:**
- a. **Paving re-pointing.** It was agreed that the paving pointing required attention outside of the Pavilion and also the paths linking the Pavilion to the car park require maintenance. The Clerk would contact the Day Work contractor. **Clerk**
 - b. **Gutters.** The gutters require clearing and cleaning on the pavilion to remove the grass and moss. The Clerk would contact the Day Work contractor. **Clerk**

18.08 CEMETERY

Future memorial renovation works. The Clerk had written to the stone mason requesting a quotation for the further work to unstable memorials.

18.09 CONTRACT UPDATE

- i. **Day Work** – Two jobs had been completed with a further task scheduled.
- ii. **Cemetery / Churchyard Maintenance.** The Clerk had prepared the extension documents for year three of the contract. These were agreed by Committee and would be taken to Full Council for approval. **Full Council**
- iii. **Village Green Mowing.** The Clerk had prepared the extension documents for year three of the contract. These were agreed by Committee and would be taken to Full Council for approval. **Full Council**

18.10 CURRENT AND FUTURE PROJECTS –

- i. **Project Update 2017/18.** The current years’ project were reviewed by Committee.
- ii. **Projects 2018/19.** New projects which should be considered and possibly funded by either S106 or CIL funds which would be taken to Full Council for approval. These were identified as being: **Full Council**
 - i. Village Hall car park extension and
 - ii. resurfacing of the older children’s playground on the Green and;
 - iii. It was further agreed that the post box outside the Village Hall Car park should be moved to a better location which has previously been identified as the Green lay by opposite. The Clerk would contact Royal Mail to take this possibility forward. **Clerk**

At the conclusion of the discussions the meeting was closed at 4.15pm.

SignedChairman Date.....