

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 28th FEBRUARY 2018

AT MEDSTEAD VILLAGE HALL AT 6.00pm

Present:

Cllr's Ken Kercher, Cllr Peter Buckland, Cllr Georgy Fuzzard & Cllr Stan Whitcher.

Also present:

Mr Peter Baston (Clerk).

18.11 OPEN SESSION

Action

- i. Cllr Fuzzard asked whether scalping could be laid on footpath 8 by the two existing kissing gates given the muddy surface. The Clerk will contact Hattingley Wines to confirm that are content.

Clerk

18.12 APOLOGIES OF ABSENCE

Cllr Jean Penny - Approved.

18.13 MINUTES

- i. The minutes of the meeting held on 12th January 2018 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. No matters arising.

18.14 DECLARATIONS OF INTEREST

There were no declarations of interest.

18.15 POLICY REVIEWS

Memorial Inspection Policy & Procedure. This was reviewed by Committee and would now be taken to Full Council for approval.

Full Council

18.16 TREE SURVEY. The Clerk informed the Committee that Alderwood Consulting had carried out the survey. A report is awaited from the consultant but early indication from the consultant indicate that there are no major works required.

18.17 CORRESPONDENCE

Allpest – Pest Control. An e mail had been received from the contractor stating that during a pest control exercise on Medstead Village Green some mole traps had apparently been stolen by persons unknown. This was noted by Committee.

18.18 GREEN INFRASTRUCTURE / MAINTENANCE

- i. **Maintenance Issues.** All covered below
- ii. **Footpath Kissing Gate(s).** Four kissing gates had been ordered with one to be positioned on FP9, one on FP5 by Chalky Hill. Sleeper steps would also be incorporated at these locations making access safer. Councillor Grants have been applied for from both HCC (where £550 has been approved) and EHDC (approval awaited). In addition, two to be positioned on FP17 & FP19 accordingly once the respective landowner(s) permission has been secured. A further Grant has been applied from the HCC Rural Communities Fund. Cllr Kercher asked the Clerk to contact the footpath officer to ask whether a survey of all stiles in the Medstead parish could be undertaken to ascertain whether they should be considered to be replaced by kissing gates.
- iii. **The Knapp / Five Ash footpath.** The Clerk had met with HCC Highways and they will be considering whether this can be taken forward as a project. The Clerk reported that a bench style seat and waste bin are being fixed at the

Clerk

bus stop at Five Ash Crossroads after approval received from HCC Highways. In addition, the installation of kerbing and hard surface has been reinstated on to the HCC work list.

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| iv. | “Medstead Village Link” Route. A draft sign has been received from the artist. Quotations will now be sought for the production of signs to be made with the signs then being placed in ten agreed locations on the Medstead Village Link. A letter of thanks be sent to her by the Clerk. | Clerk |
| v. | Village Green (Christmas) lights. The Clerk had sourced two quotations. The first being too high and the second awaited from the contractor. A District Council grant has been applied for in respect of this purchase. The outcome of this application is awaited. | |
| vi. | Play Equipment. Two quotations have been received with both being around the same price. Given the high cost of the repairs, it was suggested that instead of undertaking the repairs, a further quote be sourced to procure new equipment. | Clerk |
| vii. | Foul Lane / Green Parking. This was noted by Committee but no action is to be taken. | |
| viii. | Royal Mail Post Box – Cllr. Kercher and the Clerk are to meet with Royal Mail on 7 th March to discuss the move of the box to a nearby location. | Cllr Kercher / Clerk |

18.19 CEMETERY

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| i. | Future Memorial Renovation Works. The further work to stabilise memorials will go ahead by the stonemason around (but avoiding) Easter. A notice advising of the work will be placed on the Cemetery notice board. | Clerk |
| ii. | Memorial wall Plaques – request for wall plaques have lessened and it was felt that the opportunity to place a memorial plaque on the Wall should be publicised. The Clerk was asked to draft an article for the Medstead Times and the Villager and also to ask the editor for the Medstead Times to take a picture of the Memorial wall. | Clerk |
| iii. | War Grave Conservation / Repair. The Clerk mentioned that with the commemoration of the end of the First World War in 2018, that special attention should be given to the war graves in Medstead Cemetery and the Contractor will be asked to undertake this. | Clerk |
| iv. | War Grave Signage – Following an article in the Clerk SLCC magazine regarding a Commonwealth War Graves Commission (CWGC) sign being placed in the Cemetery, the Clerk was asked to contact the CWGC to state that if they reinstate the cleaning of the four war graves, then Council will agree to a sign being displayed. | Clerk |

18.20 CONTRACT UPDATE

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| i. | Day Work | |
| | <p>a. Tasks Completed - include the reinstatement of the dragons teeth on Roe Downs Rd by the Village Green,; access on to the Green (cricket side) with drop down post dragons teeth installed plus hard standing; re-grouting of paving in front of the pavilion; laying of scalping hard-core on footpath 17</p> <p>b. Further Tasks Scheduled - include installation of two kissing gates on footpaths 5 & 9; installation of bench & waste bin at Five Ash school bus stop.</p> | |
| ii. | Cemetery / Churchyard Maintenance. The year three contract has been signed by the contractor. | Clerk |
| iii. | Village Green Mowing. The signed year three contract is awaited from the contractor. Clerk to chase. | |

18.21 CURRENT AND FUTURE PROJECTS –

- i. **Project Update 2017/18.** The current years' project 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. **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 and would be taken to Full Council as being:
 - i. Village Hall car park extension;
 - ii. resurfacing of the older children's playground on the Green and;
 - iii. Adult "Play" Equipment;
 - iv. Replacement of stiles with kissing gates (see 18.18 (ii) above;
 - v. Hard surfacing and improving Cemetery lay by to allow hearse & funeral limousine(s) to park safely.

Clerk**Full Council**

At the conclusion of the discussions the meeting was closed at 7.10pm.

SignedChairman Date.....