

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 14th DECEMBER 2016 AT MEDSTEAD VILLAGE HALL AT 6.00pm

Present:

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

Also present:

Mrs M Little (member of the public) & Mr Peter Baston (Clerk).

16.86 OPEN SESSION

Action

- i. Mrs Little requested that the trees in the Knapp adjacent to the United Reform Church (URC) be cut back to allow air to circulate more freely and assist the reduction in damp at the URC. The Clerk explained that the tree contractor had already cut back overhanging branches on the Knapp boundary but it was agreed that he would meet with the Day Work contractor and Mrs Little at the Church in the new year to review what, if any, further action is required.
- ii. Cllr Taylor suggested that the clearing of the footpath from the Green to the School gates be undertaken by the Lengthsman at his next visit but Cllr Kercher reported that a HCC contractor had recently been seen cutting back the School hedge and the path and the path was now more accessible.

Clerk

16.87 APOLOGIES OF ABSENCE

None.

16.88 MINUTES

- i. The minutes of the meeting held on 31st October 2016 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. Cllr Taylor stated that with regard to item 16.81iii he had again been approached by a parent with regard to additional seating but it was felt by Committee that the current seating was adequate in the area.

16.89 DECLARATIONS OF INTEREST

There were no declarations of interest.

16.90 COMMUNICATION / CORRESPONDENCE

- i. **URC Medstead.** Covered in 16.86 i above.
- ii. **Horse Riding – Village Green.** The person who it is believed was riding the horse along the footpath on the Green had been advised that this is not permitted and the Clerk was asked to write to the person who had written to Council advising him that the necessary action had been taken.
- iii. **Salt Bins.** A communication had been received from Hampshire Highways requesting that all salt bins in the Parish are monitored for levels of salt. All bins in the Medstead parish have been filled recently by HCC, so whilst this will be monitored, no further action required.

Clerk

16.91 TREES

- i. Following the tree safety course which the Clerk had attended, he had produced a **Tree Policy** for Medstead which was reviewed by Committee and will be submitted to Full Council for approval.
- ii. **Tree Survey 2013.** The current tree detail held would be updated to reflect the trees which had been felled following the 2013 survey and a new review of trees would be placed on the Maintenance agenda in the Autumn of 2017 being just before the 5 year further review commencement date as outlined in the 2013 report.

Full Council

**Maintenance
Committee**

16.92 HEALTH AND SAFETY POLICY.

Subject to a revision to paragraphs 1 & 2 and an adjustment to the numbering, the draft Health & Safety Policy would be submitted on to Full Council for approval.

Clerk / Full Council

16.93 PLAYGROUND REPAIRS.

Following the Clerk's monthly inspection, the matting and surface generally around the "Gravity Spin Bowl" was considered a trip hazard and the Clerk had sourced a quote for repair. Cllr Taylor however, considered that the cost of the quoted repair was too excessive and that the work required could be carried out by the day work contractor. The Clerk would review the condition and take the necessary action to address the problem.

Clerk

16.94 VILLAGE GREEN PATH RESURFACING

Two quotations had been received and it was recommended that the quote from Authorn be recommended for approval by full council at its next meeting. It was felt though that there may be a case to apply for S106 funding for the improvement being considered a link path near to the restored Pond. This would also be considered by Full Council.

Full Council

16.95 CEMETERY

- i. **Memorial Renovation Works.** Cllr Kercher explained that due to the fact that much of the Cemetery is on consecrated ground, a faculty is required from the Diocese to carry out the necessary repairs and this would be placed on the next full council agenda for their approval. Given the passage of time, the Clerk was asked to confirm with the preferred contractor that he would still honour the quoted price and underline for reason for the delay in taking this forward.
- ii. **Medstead Parish Council Memorial Policy.** It was agreed that the Clerk and Cllr Kercher would meet to review the Policy further and would then bring a revised draft to the next Full Council meeting for approval.
- iii. **Memorial Wall Path.** Cllr Kercher had spoken with Cllr Pullen about taking this project forward which would be undertaken once the work associated with the Pond had been completed. As this work was on un-consecrated ground, it was felt that a faculty would not be sought from the diocese.

Full Council

Clerk

Clerk / Cllr Kercher

Full Council

Cllr Pullen

16.96 VILLAGE GREEN / BBQ & BENCH

The BBQ had been delivered and will be installed in the Spring. A possible new bench was discussed and the Clerk will source costs and will bring to the next Maintenance Committee meeting. He will also write to the two District Councillors to see whether a Grant could be made available for the purchase.

Clerk/Maintenance Committee

16.97 BUS SHELTERS

Details of possible shelters had been sourced by the Clerk and were discussed. However due to the high costs and possible very little use which a shelter would get, the cost benefit could not be justified. A possible alternative was for a local builder to construct one and the Clerk would get an indicative quote in due course.

Clerk

16.98 PRIORITY VEGETATION CUTTING LIST (PCL) 2017

After discussion it was agreed that FP2, part of FP14 & FP16 be submitted for treatment under PCL.

Clerk

16.99 SPORTS PAVILION

- i. **Electrical Quote.** The quotation from NWES was accepted and the Clerk would contact the contractor.
- ii. **Canopy Repair.** Due to the quotes being in excess of the agreed budget, the preferred quote would be taken to Full Council to approve.

Clerk

Full Council

16.100 CURRENT & FUTURE PROJECTS

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

At the conclusion of the discussions the meeting was closed at 7.30pm.

SignedChairman Date.....