# PARISH LIAISON MEETING – COMPIANCE WITH:

# CONSTRUCTION ENVIRONMENT MANGEMENT PLAN (CEMP) – CALA HOMES & CONSTRUCTION METHOD STATEMENT (CMS) - MILLER HOMES.

Minutes of the Parish Liaison Meeting Held on Thursday 8<sup>th</sup> December 2016 at Four Marks and Medstead Parish Office, Unit 32 Lymington Barn, Lymington Bottom Road.

#### Present:

Cllr Deborah Jackson (Chair) (EHDC Ward Councillor & Chair of Medstead Parish Council),

Cllr Ingrid Thomas (EHDC Ward Councillor),

Cllr Janet Foster (Four Marks Parish Council),

Cllr Roy Pullen (Medstead Parish Council),

Heather Gee (EHDC Planning Compliance),

Jon Bentley (Miller Homes),

Jamie Capon (Miller Homes),

Glen Harris (Cala Homes),

Graham Horbury (Cala Homes),

Sarah Goudie (Four Marks Parish Clerk)

Peter Baston (Medstead Parish Clerk)

## **Absentees**

Representative from Beechcroft Homes.

### **Purpose of Meeting**

The purpose of the meeting was to measure compliance with the CEMP & CMS, to discuss various issues which are causing concern to the residents in the surrounding area and to plan the way forward. Cllr Thomas opened the meeting by proposing that the Chair should be taken by Cllr Deborah Jackson. This was unanimously agreed.

Cllr Jackson outlined the issues to be discussed being:

**Construction vehicle movements** 

Mud on highways (and how to mitigate it)

Dust on highways (and how to mitigate it)

Signage

Parking on/off site

**Highways working** 

**Delivery times** 

Wildlife / Trees

Site progress update

<u>Topic</u>	<u>Issue</u>	<u>Action</u>
a. Construction	Whilst Miller Homes had previously complied with this	
Vehicle Weekly	requirement, since July 2016 this had ceased. Both Miller	
<b>Movements</b>	Homes & Cala Homes agreed to ensure that the all	
	construction vehicle movements would be notified to the	
	Clerks for Four Marks & Medstead in accordance with the	

		CEMP & CMS. This would commence with immediate effect with the first report covering movements for w/c 12 <sup>th</sup> December 2016.	Cala / Miller
		For clarity, the requirement is to advise both Parish Clerks of the anticipated deliveries and spoil removal lorry movements on a weekly basis and should be undertaken at the latest on the preceding Friday afternoon.	
b.	Mud on Highway	Miller Homes & Cala Homes reported that a road sweeper has been contracted and would be available as required when each site is open.	
		Cllr Thomas pointed out that in accordance with the CEMP & CMS, it was a requirement that mobile wash systems be installed in the form of a jet washer. Miller Homes currently do not have a wheel washing system in place but	Miller Homes
		confirmed that whilst they were very restricted for space they hoped to have one installed in January and operational by February 2017.  Miller to supply w/c date for installation of wheel washer by the end of 9/12.	Miller Homes
		Cala Homes reported that whilst they have a jet washer in place, the operation was proving not very effective but they would monitor the situation. Cllr Pullen stated that both Miller Homes and Cala Homes should have installed this from the outset and that it was a requirement that a suitable washer be in place.	Cala / Miller
		Cllr Thomas asked for a date from Miller Homes & Cala Homes on which their wheel wash facility would be upgraded which should be as soon as possible.	
C.	Dust / Dry Earth on Highway	Whilst not an issue at present due to the time of year, this should be monitored. Both Miller Homes & Cala Homes confirmed that they do damp down spoil heaps as and when necessary.	
d.	<u>Signage</u>	Cllr Pullen reported that immediately prior to the meeting he had driven round the parish to identify the current status of the required signage. Whilst all Miller Homes signs are in place, virtually none of the Cala Homes signs are in place. Cala Homes initially stated that all were in place, eventually agreeing that most were missing. Cala Homes agreed to install all of the outstanding signage at the designated points within 2 weeks (22 December). Attendees were asked to let Graham Horbury know if any signs were missing after this date.	Cala Homes

e.	Parking On / Off Site	It was acknowledged that Cala site access for larger lorries, particularly low loaders, was impossible and that they had to offload on the highway. However, Cala Homes said that they will monitor the situation. Miller Homes reported that they had more room to accommodate vehicles and this was not a major issue for them.	Cala Homes
f.	Highway Working	Miller Homes reported that a gas connection was being undertaken at present and the traffic was being controlled by traffic signals. This was a matter for the utility company undertaking the work and is carried out under statutory licence from HCC.	
		Cala Homes reported that the road to the licence for their road opening would be in place by the end of January 2017 and that drainage works would be commencing thereafter, again under traffic light control.	
		The question of reinstating the road surface in Lymington Bottom Road to pre-development standards was raised and Miller Homes & Cala Homes confirmed that this was undertaken under a S278 agreement with HCC Highways.	
		Cllr Thomas asked about the sewage pipes and it was confirmed that Cala Homes had applied to connect to the pipes currently owned by Miller Homes. It was also anticipated that there may be other parties requesting a connection through the pipes currently owned by Miller Homes, although this would need to be agreed with Thames Water.	
g.	<u>Delivery Times</u>	Whilst the CEMP & CMS stated that deliveries should be outside of the hours of 8.30am to 9.00am and 2.45pm to 3.45pm, it was pointed out that children pick up the bus at around 8.10am and therefore both Miller Homes and Cala Homes agreed that wherever possible there would not be any deliveries before 9.00am.	Cala / Miller
h.	Wildlife / Trees	Nothing to report at present and the one tree issue Cala Homes had encountered had now been dealt with. The name of the local ecology expert was passed to Cala Homes & Miller Homes.	
i.	Site Progress	Cala Homes It was reported that the first house (of 75 homes) had been started and that a further 11 plots had been completed to the DPC. The road in to the site had been completed and the show house wold be open in March 2017. A major	

		"muck away" operation is also planned in early 2017.	
		The estimated site end date would be June 2018.	
		Christmas 2016 shutdown would be close of business 23 <sup>rd</sup> December 2016 commencing again on 4 <sup>th</sup> January 2017.	
		Miller Homes	
		It was reported that 87 homes were being built and that	
		the 1 <sup>st</sup> phase had been built with the first house being	
		expected to be completed in January 2017. The show home	
		would be open in February 2017.	
		The estimated site end date would be February 2018.	
		Christmas 2016 shutdown would be close of business 23 <sup>rd</sup>	
		December 2016 commencing again on 3 <sup>rd</sup> January 2017.	
		Beechcroft Homes	
		No report was available on the progress of the 20 homes	
		being constructed.	
j.	<u>Future</u>	In accordance with the CEMP & CMS, it was agreed that the	
	<u>Meetings</u>	next meeting of the Liaison Group would be towards the	
		end of February 2017, ideally on a Friday morning at 10.30.	
		Date to be advised but Miller Homes / Cala Homes would	Cala / Miller
		contact the booking officer for the chosen venue which	
		would either be held at Medstead Village hall or Four	
		Marks Village Hall.	
		It was further agreed that this would be open to residents	
		to attend. Any residents' questions/ comments should be	
		supplied in writing at least 10 working days before the	
		meeting to the Clerk for Medstead who would forward the	Parish Clerk,
		issues raised to Cala, Miller & Beechcroft	Medstead
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		Details of the meeting along with these minutes, would be	Parish Clerk,
		sent to Beechcroft Homes and Cllr Thomas would contact	Medstead / Cllr
		the representative to ensure that they are in attendance.	Thomas

There were no further matters to discuss and the meeting was closed at  $11.40 \, \mathrm{am}$ .

Signed ChairmanDateDate	
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