

**PARISH LIAISON MEETING – COMPLIANCE WITH:**  
**CONSTRUCTION and ENVIRONMENT MANGEMENT PLAN (CEMP) –**  
**BARGATE HOMES**

**Minutes of the Parish Liaison Meeting**  
**Held at Bargate Homes Site Office, Beechlands Road, Medstead on Tuesday**  
**14<sup>th</sup> November 2017**

**Purpose of Meeting.**

The purpose of the meeting was to measure compliance with the Construction and Environment Management Plan and to discuss various issues which were causing concern to the residents in the surrounding area.

**Present (with contact details):**

Cllr Ingrid Thomas (Chair) (EHDC Ward Councillor) - [Ingrid.thomas@easthants.gov.uk](mailto:Ingrid.thomas@easthants.gov.uk)  
Andrew Kirkpatrick (Construction Director – Bargate Homes) - [andyk@bargatehomes.co.uk](mailto:andyk@bargatehomes.co.uk)  
Frank Stanton (Manager Bargate Homes Site at Beechlands Rd.) - [frank@bargatehomes.co.uk](mailto:frank@bargatehomes.co.uk)  
Ashton Carruthers (EHDC Enforcement Development Inspector) - [Ashton.Carruthers@easthants.gov.uk](mailto:Ashton.Carruthers@easthants.gov.uk)  
Cllr Roy Pullen (Medstead Parish Council) - [pullen.medsteadpc@gmail.com](mailto:pullen.medsteadpc@gmail.com)  
Cllr Peter Fenwick (Medstead Parish Council) - [fenwick.medsteadpc@gmail.com](mailto:fenwick.medsteadpc@gmail.com)  
Peter Baston (Medstead Parish Council - Clerk) – [clerk.medsteadpc@gmail.com](mailto:clerk.medsteadpc@gmail.com)  
21 members of the public.

**Apologies:**

Cllr Deborah Jackson (EHDC Ward Councillor/Chair of Medstead Parish Council) -  
[Chair.medsteadpc@gmail.com](mailto:Chair.medsteadpc@gmail.com)

Cllr Thomas opened the meeting by outlining the purpose of the meeting and to introduce Andy Kirkpatrick from Bargate Homes and Ashton Carruthers from EHDC Enforcement.

The following issues were raised:

| <b><u>Question / Point Raised</u></b>                                                                                   | <b><u>Response</u></b>                                                                                                                                                                     | <b><u>Action Point</u></b>                                                                                        |
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| 1. <b>Planning</b> - Who is responsible for planning and ensuring that the agreed plans are adhered to?                 | All plans are approved in advance by EHDC and are monitored by EHDC Enforcement (Ashton Carruthers).                                                                                       |                                                                                                                   |
| 2. <b>Wheel Washing</b> – noisy cleaner currently being used recorded at 84dbL. It is also left on when not being used. | A new electric cleaner has been ordered and delivery is awaited by Bargate. This will cut the noise level down.<br><br>The existing cleaner will be turned off by Bargate when not in use. | Bargate Homes to ensure new cleaner is installed asap.<br><br>Current cleaner will be turned off when not in use. |

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| 3. <b>Road Cleaning</b> – It was reported that this is only being done 2 – 3 times daily and that the road was very muddy. Needs to be cleaned more often.                                                                                                                                                         | Bargate reported that this is supposed to be carried out 6 times per day.                                                                                                                                                                                                                                                                    | Bargate to look into the issue and ensure that the cleaning is undertaken in line with agreement.                                                                                                                                                                     |
| 4. <b>Noise From Site</b> – banging digger buckets, reversing sirens from vehicles, radio noise. What can be done to stop the noise?                                                                                                                                                                               | Bargate confirmed that it is a legal requirement to have reversing sirens on such vehicles. The digger bucket noise is due to the claggy earth and little can be done about this. The radio noise is unacceptable and would be looked into.                                                                                                  | Bargate to ensure that radio noise is not intrusive.                                                                                                                                                                                                                  |
| 5. <b>Drainage</b> –<br>a. What is the latest position regarding the route of the drainage from the site.<br>b. Need to coordinate the sewerage schemes in the area and not to be carried out at the same time.<br>c. Boyneswood Lane / Stoney Lane – will the surface be made good once the drainage is completed | <p>Bargate will be communicating in the next few weeks with all residents in the area to explain fully what will be carried out. Bargate explained that the type of installation would be by auger and “throat bore”, i.e. tunnelling.</p> <p>Surface will initially be made good but Bargate can make no commitment for future repairs.</p> | <p>Bargate to contact all residents regarding drainage issues</p> <p>Cllr Thomas to speak with HCC councillor Mark Kemp-Gee about future repairs to the road surface.</p>                                                                                             |
| 6. <b>Wheelie Bins</b> – Concern was raised over access for the refuse vehicle each Monday whilst drainage works are being undertaken.                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                              | Bargate will assist with wheelie bins whilst the drainage works are carried out for residents of Boyneswood Lane.                                                                                                                                                     |
| 7. <b>Trees</b> –<br>a. One existing property has a BT wire going through a “Bargate tree” and this needs addressing.<br>b. When will the trees be felled on site                                                                                                                                                  | The resident concerned is already in communication with Bargate and is in hand.                                                                                                                                                                                                                                                              | <p>Bargate are meeting with the arborcultural representative on 17<sup>th</sup> November and the EHDC tree officer thereafter.</p> <p>Bargate are meeting with the arborcultural representative on 17<sup>th</sup> November and the EHDC tree officer thereafter.</p> |

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| <p><b>8. Site Boundary –</b></p> <p>a. Clarification required on the exact boundary of the site.</p> <p>b. Holes exist in the existing hedge and these will need to be “plugged”.</p>        | <p>The existing barbed wire will be removed and the exact boundary will be plotted. This will be discussed with the Tree officer shortly.</p> <p>Bargate confirmed that the boundary will be reinstated once the wire is removed. Tis will be undertaking in line with seasonal planting and in line with ecological restrictions.</p>                                                                                                                | <p>Bargate to ensure agreed boundary line is agreed in conjunction with Land Registry and reinstated in due course.</p> <p>EHDC Enforcement confirmed that a Boundary Treatment Plan will be undertaken and Ashton Carruthers will speak with Nick Upton (Development Management Team Leader - Planning Services).</p> |
| <p><b>9. Speeding Vehicles – Beechlands Rd.</b></p> <p>a. Vehicles had been observed in excess of the 30mph limit.</p> <p>b. Can a 20mph speed limit be brought in for Beechlands Road</p>   | <p>Bargate asked for evidence including vehicle numbers / photos etc. in order that Bargate are able to address the issue. Bargate confirmed they have already dismissed two drivers for speeding. Reports can be anonymous. Bargate stressed that whilst they have reminded all drivers to respect the speed limit, they do not have any control over the actions of drivers once they are off site. A 30mph sign has been put by the site exit.</p> | <p>All residents to provide evidence directly to Bargate who will take action as required.</p> <p>Cllr Thomas agreed to speak with Cllr Kemp Gee regarding the 20mph limit proposal</p>                                                                                                                                |
| <p><b>10. Beechlands Road - Parking.</b></p> <p>Drives are being blocked on occasions and parking on verges are occurring. The road is being damaged by the heavy vehicles now using it.</p> | <p>Bargate confirmed that a survey of the road condition was undertaken prior to any work being carried out and would address any damage which has occurred whilst the work is being undertaken on site.</p>                                                                                                                                                                                                                                          | <p>Being monitored by Bargate who will take the appropriate repairs.</p>                                                                                                                                                                                                                                               |
| <p><b>11. Access</b> - Is there to be an access on to Boyneswood Lane?</p>                                                                                                                   | <p>No access will exist on to Boyneswood Lane from the site for either vehicles or pedestrians once the work is completed.</p>                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                        |

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| <b>12. Project Timescale</b> – When will the work be completed? | It is anticipated that the last house will be completed in early April 2019 and Bargate will be off site by mid May 2019. This is dependent on external factors e.g. weather, market conditions (i.e. actually selling the properties), so could change. |                                                                                                                     |
| <b>13. Christmas Shutdown</b>                                   | The site will be closed from 23 <sup>rd</sup> December 2017 – 2 <sup>nd</sup> January 2018 with most operatives returning in w/c 8 <sup>th</sup> January 2018.                                                                                           |                                                                                                                     |
| <b>14. Site Contacts.</b> Can these be made readily available?  | Telephone number for Bargate Homes is on the main site entrance. E mail addresses will be made available.                                                                                                                                                | E mail contact details are shown at the head of these minutes.<br>Bargate head office main number is 02380 602 255. |
| <b>15. Next Meeting</b>                                         | The next meeting is scheduled on 30 <sup>th</sup> January 2018 at 6pm – Medstead Village Hall – Main Room.                                                                                                                                               |                                                                                                                     |

There were no further matters to discuss and the meeting was closed at 17.30.