

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 17th July 2018

AT MEDSTEAD VILLAGE HALL AT 6.00pm

Present:

Cllr's Ken Kercher, Cllr Peter Buckland, Cllr Jean Penny.

Also present:

Mr Peter Baston (Clerk).

Action

18.34. ELECTION OF CHAIR

Councillor Ken Kercher was elected Chair being proposed by Cllr Buckland and seconded by Cllr Penny.

18.35 OPEN SESSION

None.

18.36 APOLOGIES OF ABSENCE

Cllr Stan Whitcher – Absent

18.37 MINUTES

- i. The minutes of the meeting held on 25th April 2018 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. **18.31 (ii)** - Cllr Buckland suggested that further to the notice which has recently appeared in the Medstead times, a similar notice be displayed on the Medstead Cemetery notice board, which the Clerk will arrange.

Clerk

18.38 DECLARATIONS OF INTEREST

There were no declarations of interest.

18.39 TERMS OF REFERENCE

The Clerk had circulated the Terms of Reference prior to the meeting which were reviewed and approved by Committee. They would be laid before the next Full Council for their approval.

Full Council

18.40 OUTSIDE ADULT EQUIPMENT

- i. The Committee agreed that the best location for the equipment would remain between the fenced toddler play area and the Red Downs Road lay by as already discussed at Full Council.
- ii. The Clerk advised that he had received notification from EHDC that S106 funding could be used for the equipment (recovered retrospectively) and he would contact Cllr Smith to take forward the purchase of the equipment.

Clerk

18.41 FLY TIPPING SURVEY

The Clerk was asked to complete and submit the survey.

Clerk

18.42 MAINTENANCE

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| i. | Royal Mail Post Box – The Clerk reported that the Royal Mail have confirmed that the re-location of the box will occur in the next 8 – 10 weeks. | |
| ii. | Greenstile Bus Shelter – Committee agreed that the shelter needs to be treated with preservative and the Clerk was asked to arrange for the Parish Lengthsman to undertake this on his next visit in September. | Clerk |
| iii. | Parish Lengthsman – The Clerk reported the work carried out by the parish Lengthsman on his recent visit. He is next to visit on 17 th September 2018. | |
| iv. | Kissing Gates - Cllr Kercher asked whether the footpath officer had highlighted any additional sites where kissing gates could be installed. The Clerk will enquire. | Clerk |
| v. | Festive Lights – With the new wiring now completed, the Clerk was asked to source quotes for the additional string(s) of lights for the additional two trees. | Clerk |
| vi. | Cemetery | |
| a. | Water cupboard – Cllr Buckland will fit a new latch to ensure that the door stays shut. | Cllr Buckland |
| b. | Memorials - Cllr Buckland agreed to remove the memorial labels in the Cemetery. | Cllr Buckland |
| c. | Car Park Extension – Cllr Kercher agreed to look out the lease details for the Village Hall to ascertain the scope for the car park extension. | Cllr Kercher |
| d. | Parish Office – The Committee viewed the rough drawings prepared by Cllr Pullen and agreed that the preference would be for a purpose built extension to the pavilion rather than the refurbishment of the room in the Village Hall. | |

18.43 CONTRACT UPDATE

- i. **Day Work Tasks Scheduled** – To fit the commemoration bench.
- ii. **Cemetery / Churchyard Maintenance.** No issues and positive comments had been received about the state of the Cemetery.
- iii. **Village Green Mowing.** The Clerk has spoken with the contractor and due to the dry weather, has asked the contractor to cease cutting until the grass starts growing again.

18.44 CURRENT AND FUTURE PROJECTS –

- i. **Projects 2018/19.** These were further considered by Committee.

At the conclusion of the discussions the meeting was closed at 6.50pm.

SignedChairman Date.....