

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 23rd AUGUST 2017 AT MEDSTEAD VILLAGE HALL AT 6.00pm

Present:

Cllr's Ken Kercher, Cllr Peter Buckland, Cllr Jean Penny & Cllr Stan Whitcher.

Also present:

Mr Peter Baston (Clerk).

17.50 OPEN SESSION

Action

- i. Cllr Penny mentioned that public telephone booth located at Greenstile was filthy and has rubbish deposited in it. The Clerk was asked to contact BT to get them to address the issue.
- ii. Cllr Buckland reported that the programmed clearance work at the Churchyard had been completed and had vastly improved the look of the area.

Clerk

17.51 APOLOGIES OF ABSENCE

None.

17.52 MINUTES

- i. The minutes of the meeting held on 28th June 2017 having been previously circulated, **were agreed as a true record and were signed by the Chairman.**
- ii. No matters arising.

17.53 DECLARATIONS OF INTEREST

There were no declarations of interest.

17.54 TERMS OF REFERENCE

The Clerk had circulated some suggested amendments prior to the meeting which were reviewed by Committee. The amended version would be laid before the next Full Council for their approval.

Full Council

17.55 SPORTS PAVILION

i. External Christmas Lighting. Mr Hans Taylor had provided the Clerk with the contractor contact details who would arrange for the contractor to test the lights prior to Christmas. In addition, the contractor would be asked to install an electrical supply for a tree to be displayed on the Sports Pavilion balcony. Additional tree lights would be required and the Clerk would speak with Cllr Fenwick before purchasing.

Clerk / Cllr Fenwick

ii. Pavilion Door. Following the receipt of 4 separate quotations, Brackenwood Windows had been chosen as the preferred supplier and the doors would be fitted shortly.

17.56 VILLAGE DIRECTION SIGNAGE

Cllr Pullen had been in discussion with Croudace Homes about funding for a possible directional sign being installed in Medstead. Cllr Pullen to report back in due course.

Cllr Pullen

17.57 FIVE ASH KERBING / PAVING

Following a meeting with HCC Highways, it was agreed that a short section of kerbing and paving be installed by HCC and is now on their works schedule. The Clerk would chase HCC for an expected start date. Also, for consideration is the installation of a bench and litter bin which will be considered once the paving is in place.

Clerk

17.58 TREES

i. **Tree Survey.** It was agreed that the Committee would meet on 21st September to consider the trees requiring a review by a qualified arborculturalist. The Clerk was asked to find out how much was spent on tree pruning and the arborculturalist review after the 2013 review.

Clerk

ii. **Cemetery Overhanging trees.** Following a communication from a member of the public, an overhanging tree had been pruned back by Cllr Buckland for which thanks were passed.

17.59 APPOINTMENT OF FOOTPATH OFFICER

The Clerk was asked to place an advertisement in the Medstead Times to try and attract a new volunteer for the position. Cllr Kercher would also speak with a contact in Alton Ramblers to see if there are any possible interested candidates to take on this role.

Clerk

Cllr Kercher

17.60 GREEN INFRASTRUCTURE

- i. **HCC Meeting.** Cllrs Kercher & Penny and the Clerk had met with the HCC Countryside representative to ascertain what assistance HCC could bring to assisting with the Green Infrastructure route. It was reported that there is possible funding through the Rural Communities Fund which could cover up to 50% of the costs up to a maximum of £5k per bid.

Following an earlier letter sent to the land owner alongside Roe Downs Road, no reply has as yet been received and the Clerk was asked to send a follow up letter to see if he would be willing to allow the green infrastructure path inside his field boundary.

Clerk

The Clerk was also asked to contact Land Registry to find out about land ownership alongside the route.

Clerk

The Clerk was also asked to log on the HCC Highways portal the poor state of the junction of footpath 17 and Paice Lane.

Clerk

- ii. **School Logo Competition.** The Clerk had written to Medstead School about the school designing a suitable portal. No response has been received at present.

17.61 CEMETERY

- i. **Memorial Renovation Works.** The Clerk confirmed that the contractor had completed the scheduled work. Cllr Buckland confirmed that he would now remove the markers. Following an earlier Wake Trust meeting, the Trustees had agreed that at present, no further funding would be made available for additional memorial repairs which are now required to be undertaken. Cllr Buckland had undertaken a visual inspection of the Cemetery and provided a list of further memorials which require attention. Given the age of some of these memorials, i.e. less than 50 years old, the Clerk was asked to contact the families concerned in accordance with the agreed Medstead Cemetery Regulations and request that these repairs are undertaken by the families.
- ii. **Cemetery “shed” headstones.** Cllr Buckland had visually inspected the stones which are propped up by the shed in the cemetery and will undertake further investigative work to marrying these up with the relevant grave with a view in the future, to possibly laying the stone(s) on the grave(s) concerned.

Cllr Buckland

Clerk

Cllr Buckland

17.62 VILLAGE GREEN

Parking on the Green. Further to the previous meeting, the Maintenance Committee further considered the access to the Green and it was felt that the area concerned opposite the Pond could be enhanced by levelling and seeding the area and then restricting access only via a lockable security post.

Further, the area on the football side near to the vehicle access on Roe Down Road, requires to be blocked by a further two dragons teeth. This would be undertaken once the day work contractor was in post. The mowing contractor would then be given a key to access through the existing gate.

Clerk

17.63 CONTRACT UPDATE

- i. **Day Work Contract.** This contract opportunity was being advertised in September editions of the "Medstead Times", the "Ox Drove" magazine, "Four Marks News" and the "Villager". Closing date is 29th September 2017, after which the Committee would consider applications received.
- ii. **Cemetery / Churchyard.** Programme of works being carried out in line with contract. Further favourable comments had been received about the contractor's work which had been passed on to them by the Clerk.
- iii. **Village Green Mowing.** Programme of works being carried out in line with contract. Whilst costs seem high at present, the contractor has assured the Clerk that the final figure to be paid would be in line with the agreed contract cost.

17.64 CURRENT & FUTURE PROJECTS

- i. **2017/18 Projects.** The projects were reviewed by the Committee.

At the conclusion of the discussions the meeting was closed at 7.40pm.

SignedChairman Date.....