



Medstead Parish Council

Clerk to the Council – Mr P Baston
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21st July 2021

Dear Councillor

Please note that you are hereby summoned to attend a meeting of the **Maintenance Committee** to be held at Medstead Village Hall on **Wednesday 28th July 2021 at 6.00pm.**

COVID Information.

Medstead Parish Council face-to-face meetings are held in line with Government restrictions and public health advice currently in place. Please be advised that social distancing, wearing of masks and hand sanitising and other measures and the number of the public that can be accommodated will still be in place and strictly adhered to.

If there is a large influx of the public for the meeting which exceeds the room's safe capacity, then the permitted number of attendees will not be exceeded. Therefore whilst members of the public are welcome to attend meetings of the Council, they are encouraged to make written representations on issues rather than attending in person and should contact the Clerk at clerk@medsteadpc.org in advance of the meeting.

Yours sincerely

Peter Baston
Clerk to the Council

AGENDA

Please note:

The Openness of Local Government Bodies Regulations 2014 enables the public to record Parish Council meetings, without prior notification, by filming, photographing, audio recording or any other means. By virtue of your continued presence at the meeting it is considered that you consent to be recorded. **Members of the public are requested to state their name and postcode**, the purpose of which is to ensure compliance with Standing Orders. Unless specifically requested otherwise, names will not appear within the minutes.

1. OPEN SESSION

Members of the public on the electoral register or a permanent resident of the Parish are invited to speak on any topic that is or could be directly related to Parish matters for consideration by the Maintenance Committee.

2. APPOINTMENT OF CHAIR

3. APOLOGIES FOR ABSENCE

4. MINUTES

- a. To confirm the minutes of the meeting held on **28th April 2021**. Previously circulated.
- b. To consider any matters arising from those minutes that is not considered on the agenda.

5. DECLARATIONS OF INTEREST

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you may have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the when the meeting discusses and votes on the matter.

Members of the public and the press are welcome to attend meetings of the Council and its Committees.

6. **MAINTENANCE COMMITTEE TERMS OF REFERENCE**
 - i. To review the Committee Terms of Reference.
7. **CONTRACT(S). To receive an update on each of the following:**
 - i. Cemetery / Churchyard maintenance (incl. wildflower meadow/Cemetery extension).
 - ii. Village Green mowing.
 - iii. Day Work.
8. **WILDFLOWER MEADOW**
 - i. Ground renovation. To receive an update.
 - ii. Signage.
9. **FOOTPATHS**
 - i. Stancomb Broad Lane surface.
10. **TREE MAINTENANCE**
 - i. To consider the Report from Alderwood Consulting.
 - ii. To consider the Specification for tree maintenance on Council owned land.
11. **VILLAGE GREEN.**
 - i. Grass renovation. To receive an update.
 - ii. Green periphery maintenance. To consider action to be taken.
 - iii. Play area matting. To receive an update.
12. **CEMETERY / CHURCHYARD ISSUES.**
 - i. Working group for Cemetery maintenance issues.
13. **CURRENT AND FUTURE PROJECTS.** To review progress of planned projects for 2021/22.