



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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19th July 2024

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 24th July 2024 at 8.00pm.**

Yours sincerely

Julie Russell
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 street name, 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. APOLOGIES FOR ABSENCE

3. MINUTES

- i. To confirm the minutes of the meeting held on **17th May 2024**, previously circulated.
- ii. To consider any matters arising from those minutes that is not considered on the agenda.

4. 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.

5. RENEWAL OF CONTRACT(S)

To discuss the process and criteria for renewing the mowing contract for the cemetery, green and wildflower meadow and to agree the timeline and scope.

6. CLEANING PLAY EQUIPMENT

- i. To update councillors on scope and date of cleaning play agreement

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

- ii. To agree source of budget for cleaning

7. MEDSTEAD PLAY EQUIPMENT AND BENCHES REPAIR / REPLACEMENT

- i. To report back on the last play equipment inspection report and agree actions required
- ii. To consider budget for replacement / repair of play equipment
- iii. To consider and agree proposals for replacement / repair of equipment
- iv. To consider adult gym equipment maintenance and agree actions arising
- v. To consider quotes for new benches on the village green and agree any actions arising

8. TREE CUTTING AND FENCE REPAIRS AT MEDSTEAD SCHOOL

To update on work completed and agree actions arising

9. OTHER CLEANING JOBS

- i. Adult gym equipment
- ii. Pavilion railings
- iii. Cemetery Gate

10. FOOTPATHS

- i. To consider funding for parish footpaths boundaries and other works
- ii. Correspondence with HCC
- iii. To consider support for footpath officers

11. DAY WORK JOBS

To agree what ad hoc jobs are required and need quotes

12. VILLAGE GREEN

- i. To consider suggestions that trees need to be cut back on the green and agree actions arising
- ii. To consider the removal of den material on the village green near the school boundary and agree actions arising

13. MEDSTEAD CEMETERY

To update on any matters arising following clerk's inspection

14. PARISH LENGTHSMAN VISIT

To agree suggestions for the visit to Medstead on 20th August

15. KEY CUTTING

To agree what new keys are required for the pavilion

16. PARISH OFFICE POSTBOX

To agree post-box to be purchased for the pavilion

17. MEMORIAL APPLICATIONS

To consider a pending memorial application, if received in time

18. CORRESPONDENCE

- i. Town & Parish Council Hampshire FA Workshop

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