



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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19th September 2025

Dear Councillor,

Please note that you are hereby summoned to attend a meeting of the **Maintenance Committee** to be held at Medstead Parish Office on **Wednesday 24th September 2025 6.30pm.**

Yours sincerely

Julie Russel

Julie Russell (Clerk to the Council)

AGENDA

Please note:

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

4. CONFIRMATION OF MINUTES To confirm minutes of the meeting held on **23rd July 2025**, previously circulated.

5. DRAGON'S TEETH To review quotes for dragon's teeth and decide next steps

6. ALLOTMENTS To progress maintenance issues at the Allotments.

- i. Timber plot edging
- ii. Fencing on bank
- iii. Power supply and lighting

7. TREES To review quotes received on tree work

8. MEMORIAL BENCHES

- i. To agree a new Memorial Bench policy.
- ii. To consider bench designs to be offered and pricing

9. PLAYGROUND

- i. Q2 Inspection report
- ii. Roundabout repair

10. PONDS To receive any updates

11. CEMETERY

- i. Cemetery fence update
- ii. Lengthsman footpath clearance update

12. LITTER BIN CONTRACT To receive an update

13. PARISH OFFICE To consider maintenance contract on stairlift for 2026/27 budget

14. CORRESPONDENCE

- i. Tree and Hedge Planting Funds
- ii. Tape in the Knapp
- iii. Grave digging request
- iv. To consider any last-minute correspondence or maintenance matters

15. NEXT MEETING Confirm date of next meeting (26th November) and put forward any items for the next agenda.