



## **MEDSTEAD PARISH COUNCIL**

### **MINUTES OF THE MAINTENANCE COMMITTEE MEETING**

**31<sup>st</sup> March 2021 (Zoom platform)**

**Present:**

Cllr's Ken Kercher, Georgy Fuzzard & Mike (Jo) Smith.

**Also present:**

Mr Peter Baston (Clerk).

**ACTION**

**21.14 OPEN SESSION**

None.

**21.15 APOLOGIES FOR ABSENCE**

Cllr Andrew Jackson was not able to attend the meeting.

**21.16 MINUTES**

- i. The minutes of the meeting held on 27<sup>th</sup> January 2021 having been previously circulated, were agreed as a true record and will be signed by the Chairman.

**Cllr Kercher**

ii. Matters arising.

Minute #	Maintenance Meeting Date	Action	Assigned to	Status	Comments
20.08(iv)	22 January 2020	CWGC Sign to be displayed at Cemetery. Clerk to contact CWGC	Clerk	Completed	
20.27(i)	22 July 2020	Footpath 18/19 signage	Clerk	Completed	<b>No further action required</b>
20.33	28 October 2020	Dragons tooth near to Pavilion.	Clerk	Outstanding	This will now be installed by the Day Work Contractor when the lockable post is also installed.
20.40(v)		Foul Lane bollards	Clerk	Outstanding	
20.43(i)	25 November 2020	Cllr Fuzzard to report a broken Finger post	Cllr Fuzzard	Completed	No cheaper alternative which would maintain a reliable surface
20.51(iii)		Clerk to contact Sawscapes to ascertain whether an alternative solution to the uneven matting is possible.	Clerk	Outstanding	
21.03	27 January 2021	Cllr Kercher to sign minutes	Cllr Kercher	Completed	
21.05(ii) b		Third year contract for Cemetery to Full Council for approval	Full Council	Completed	
21.05(i) b		Third year contract for Green mowing to Full Council for approval	Full Council	Completed	
21.06		Drone and Memorial policies to Full Council for approval	Full Council	Completed	
21.07		Clerk to contact responder regarding Wildflower Meadow	Clerk	Completed	
21.08		Clerk to source three quotes for tree work. Specification to Maintenance Committee	Clerk	Completed	
21.09(ii)		Clerk to get firmed up quotations for the new notice board at Greenstile. M'tce Committee to consider further	Clerk / Maintenance Committee	Completed	
21.10		Clerk to source three quotes for work on wildflower meadow for Full Council approval	Clerk / Full Council	Completed	
21.11		Cllr Kercher to contact Medstead Cricket Club regarding any additional 2021 Green restoration work	Cllr Kercher	Completed	
21.12		Working Group for Cemetery Maintenance to be considered further at next meeting	Maintenance Committee	Pending	To be taken forward once Covid restrictions ease

**21.17 DECLARATIONS OF INTEREST**

None.

#### 21.18 CONTRACT(S) UPDATE

- i. **Cemetery / Churchyard Maintenance (incl. wildflower meadow/Cemetery extension).** The third year of the contract has now been signed.
- ii. **Village Green Mowing.** The third year of the contract has now been signed.
- iii. **Day Work Contract.** The Day Work Contractor has carried out a number of tasks as requested with a few outstanding which the Clerk will follow up upon with the contractor.

Clerk

#### 21.19 MEDSTEAD PARISH COUNCIL POLICY.

**Tree Policy.** This was reviewed and would be taken to Full Council for approval.

Full Council

#### 21.20 CORRESPONDENCE

- i. **Covid Guidance – Playgrounds / Adult Gym Equipment.** The guidance was noted by Council.
- ii. **Stancomb Broad Lane Adoption.** The draft of the communication drafted by the Footpath officer was reviewed and given that the route has been confirmed by HCC as a public highway, would support a ban on vehicles and for it to become a bridleway / footpath and adopted by HCC.
- iii. **Forestry Commission - Highway Tree Management.** The guidance was noted by Council.

#### 21.21 MEDSTEAD PARISH COUNCIL NOTICE BOARDS

The Clerk had sourced three types of boards and it was agreed that two man made notice boards be purchased from Greenbarnes (one for Greenstile - floor mounted and one for Lymington Barns - wall mounted). The Lymington Barns board is shared with Four Marks PC and the Clerk was asked to get confirmation that FMPC would contribute 50% of the cost of that board. Medstead PC are also grateful to the owner of the shop in allowing the board to continue to be sited on the wall of the premises.

Clerk

#### 21.22 WILDFLOWER MEADOW

**Ground renovation.** The Clerk had invited quotations from five companies with two providing a quotation. It was agreed to accept the quotation from P J Grace. In March 2022, it was agreed that a separate contract will be let for the maintenance of the ground (to include the area behind the Cemetery) to ensure that both areas are maintained accordingly. F&GP Committee to agree tender detail in due course.

Clerk

F&GP  
Committee

#### 21.23 MEDSTEAD VILLAGE GREEN

**Grass Renovation.** Cllr Kercher confirmed that Southern Ground Care will recommence aeration and fertilisation work shortly. In May, further nematodes will be implanted. It was also noted that badgers have returned to the Green and are again causing damage to the surface.

#### 21.24 PLAY AREA SURFACE MATTING

One quotation has been received from Sawscapes for the matting and the Clerk was asked to source a further two quotes which would then be considered by Council.

Clerk

**21.25 FOUL LANE BOLLARDS**

The Clerk had sourced several companies' products and the "Edgeminder (Traditional)" was chosen and the Clerk was asked to purchase eight bollards. The Day Work Contractor would install them.

**Clerk**

**21.26CEMETERY / CHURCHYARD ISSUES**

- i. **Working Group for Cemetery Maintenance.** This would be considered further after Covid restrictions are eased further.
- ii. **Tree Felling.** The Clerk is meeting with the chosen contractor on 12<sup>th</sup> April to confirm the exact work schedule.

**Maintenance  
Committee**

**21.27 CURRENT AND FUTURE PROJECTS.** These were reviewed and noted by the Committee.

The Chairman closed the meeting at 6.50pm.

Chairman ..... Date.....