



MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING

23rd March 2022

Present:

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

Also present:

Medstead Footpath Officer & Mr Peter Baston (Clerk).

ACTION

22.08 OPEN SESSION

- i. Cllr Fuzzard mentioned that she had concerns over an oak tree in The Knapp which may require some tree surgery. It was agreed that as a tree survey is being planned, this would be considered in that survey.

22.09 APOLOGIES FOR ABSENCE

Cllr Andrew Jackson - Approved

22.10 MINUTES

- i. The minutes of the meeting held on 26th January 2022 having been previously circulated, were agreed as a true record and were signed by the Chairman.

ii. Matters arising.

Minute #	Maintenance Meeting Date	Action	Assigned to	Status
21.33(i)	28 April 2021	Pavilion fire risk assessment in 2022	Clerk	Pending
21.50	28 July 2021	Cemetery Working Group to meet and undertake topple test and agree any other minor works.	Cemetery Working Group	Completed
21.64	24 November 2021	Cllr Fuzzard to remove out of date information from Greenstile shelter	Cllr Fuzzard	Completed
21.69		Clerk to get signs for play area bought and erected	Clerk	Completed
21.71		Full Council to approve policies	Full Council	Completed
21.72 (i)		Cllr Kercher to update on future Green maintenance	Cllr Kercher	Completed
22.01	26 January 2022	Clerk to contact neighbour of Five Ash Pond	Clerk	Completed
2.05(i), (ii) & (iii)		Full Council to approve Contracts for Cemetery, Village Green and Wildflower Meadow	Full Council	Completed
22.06		Clerk to source quotations for tree survey	Clerk	Outstanding
22.07		Full Council to approve Tree policy	Full Council	Completed

22.11 DECLARATIONS OF INTEREST

None.

22.12 MEDSTEAD VILLAGE GREEN.

A report will be provided to be presented to Full Council on 13th April 2022.

Full Council

22.13 CONTRACT(S)

- i. **Cemetery / Churchyard Maintenance.** Following the award of the new contract, the Clerk reported that a first cut had now commenced. However there had been a complaint from St Andrew's PCC regarding grass clippings being left in the church porch and the contractor had been made aware of this issue.
- ii. **Village Green Mowing.** Following the award of the new contract, the Clerk reported that a first cut had now commenced.
- iii. **Wildflower Meadow.** Following the award of the new contract, the Clerk reported that a first cut had now commenced.
- iv. **Day Work.** The majority of outstanding tasks had been completed with no issues to report.

22.14 TREE SURVEY

The Clerk had drafted a specification for a tree survey and sourced a number of qualified arboriculturists to obtain a quotation from. It was agreed that the Clerk would approach those companies with quotations received, being brought to the next Full Council meeting.

Clerk

Also, following the removal of **two** fallen trees in the recent storms, it was agreed that in line with Council policy, a further **four** native trees be purchased and the Clerk was asked to take this forward in due course but this would need to wait until the autumn (tree planting season) which would be combined with any finding from any work required following the tree survey.

Clerk

22.15 CEMETRY MEMORIAL REPAIRS

This would be taken forward to the next meeting.

**Maintenance
Committee**

22.16 PLAY AREA INSPECTION REPORT

The quarterly reports had been circulated by the Clerk but given Councillors had not reviewed them, they would be considered by the Chair and would be brought to Full Council for any work recommended to be undertaken to be considered.

**Cllr
Kercher**

22.17 BYWAYS OPEN TO ALL TRAFFIC (BOATS)

The Footpath Officer outlined the position with the Glover Landscapes Review on BOATS where a response is sought by 9th April 2022. One particular BOAT in Medstead Parish of concern is the track extension known as known Stancomb Broad Lane which requires a particular section to be repaired to allow the Broadlands RDA to access the route for their use. It was agreed that the Footpath Officer would contact HCC to get this recorded on their database for their action.

22.18 FIVE ASH POND

Following the recent contact with the neighbouring property and the concern over safety at the Pond, it was agreed that an additional section of chestnut fencing be obtained to link up with the existing fence. The Clerk was asked to contact the pond contractor to obtain this additional fencing and install.

Clerk

22.19 ALLOTMENT BUILDING REPAIR

The Clerk had obtained from the allotment association a few possible options regarding wire for rodent prevention and it was agreed that the wire from www.robinsonwirecloth.co.uk be sourced. The Clerk would contact the Allotment Association to confirm.

Clerk

22.20 MEDSTEAD PARISH COUNCIL POLICY. The following draft policies were reviewed and would be taken to Full Council for approval and re adoption:

- i. **Cemetery Grave Diggers Policy.**
- ii. **Drone Policy**

**Full
Council**

The Chairman closed the meeting at 7.00pm

Chairman Date.....