



## **MEDSTEAD PARISH COUNCIL**

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

**25<sup>th</sup> May 2022**

**Present:**

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

**Also present:**

One member of the public & Mr Peter Baston (Clerk).

**ACTION**

**22.21 OPEN SESSION**

- i. The member of the public mentioned about the King George and Queen Mary Jubilee Bench (Village Green) and asked it could be renovated in time for the Jubilee. This would be discussed at point 22.30 below.
- ii. Cllr Fuzzard asked if the finger post at the junction of High Street and South Town Rd could be cleaned next time the Parish Lengthsman is in the parish. This was agreed and the Clerk would put it on the work schedule

**Clerk**

**22.22 APPOINTMENT OF CHAIR**

Cllr Mike (Jo) Smith was proposed by Cllr Kercher and seconded by Cllr Fuzzard and there being no other nominees, was unanimously elected as Chair of the Maintenance Committee.

**22.23 APOLOGIES FOR ABSENCE**

Cllr Andrew Jackson - Approved

**22.24 MINUTES**

- i. The minutes of the meeting held on 23<sup>rd</sup> March 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     |
| 22.14    | 23 March 2022            | Clerk to source a further four trees (in Autumn 2022) | Clerk           | Pending     |
| 22.15    |                          | Cemetery memorial repairs                             | M'tce Committee | Outstanding |

**22.25 DECLARATIONS OF INTEREST**

None.

**22.26 MAINTENANCE COMMITTEE TERMS OF REFERENCE.**

These were reviewed and would be taken to Full Council for approval.

**Full Council**

## 22.27 MEDSTEAD VILLAGE GREEN

Cllr Kercher reported that the aeration and fertilisation of the Green will now take place in the autumn due to more favourable conditions at that time. The contractor has confirmed that the cost would remain the same unless the cost of fertiliser changes.

The Clerk reported that the damage to the Green caused by the traveller's fire had been repaired but if there were any dry periods, would require watering. Cllr Fuzzard agreed to carry out this task as and when required.

Cllr Fuzzard

## 22.28 CONTRACT(S)

- i. **Cemetery / Churchyard Maintenance.** The Clerk reported that in the ashes section of the Cemetery at least one grave had had its potted plants strimmed off. This had been reported to the contractor who had apologised and was in discussion directly with the grave owner about compensation. Additionally, Cllr Kercher mentioned that one plot holder in the ashes section had mentioned that the area generally was overgrown and had not all been strimmed. This was due to the spring flowering foliage not having died back and would be strimmed in due course.
- ii. **Village Green Mowing.** The Cricket Club had complained about the length of the outfield which should have been cut to a specified height but due to the undulating surface had meant that certain areas were longer than others. The Cricket Club have offered their own equipment to the contractor who was in discussion with the Cricket Club.
- iii. **Wildflower Meadow.** The contractor is cutting in accordance with the contract. Cllr Mike (Jo) Smith asked about signage and it was agreed that given the vastly improved appearance of the Meadow that signage could now be considered and an agenda item would be discussed at the next meeting.
- iv. **Day Work.** The majority of outstanding tasks had been completed with no issues to report. A further work request would be issued by the Clerk for the Greenstile bench and also the bench in the Cemetery to be renovated.

M'tce.  
Committee

Clerk

## 22.29 CEMETERY MEMORIAL REPAIRS

Following a recent "25kg topple test" carried out by the Parish Council Working Group, a number of letters had been sent to identified grave owners to ask them to get the repairs undertaken. Many other memorials with no identified owner would need to be made safe and this cost would fall to the Parish Council and the Clerk will get quotations for this work to be carried out.

Clerk

**22.30 JUBILEE BENCH.**

- i. **King George and Queen Mary Jubilee Bench (Village Green).** Following a communication received from a member of the public who was represented at the meeting (see Open Session), it was agreed that the bench would be looked at in time for the forthcoming Platinum Jubilee and would be rubbed down and painted. Cllr Bennell agreed to undertake this task.
- ii. **Queen Elizabeth Golden Jubilee bench (Greenstile).** The Day Work Contractor would be asked to repair and treat the Golden Jubilee bench. The Clerk would send him a work request.

**Cllr Bennell**

**Clerk**

**22.31 ENTRANCE BARRIER**

Following the recent trespass by travellers, additional security was discussed for the entrance gate to the Green. The Clerk was asked to get quotes and dimensions for a "Deadman Gate" and this would be brought to the Full Council meeting. Additional Cllr Bennell mentioned a "Howling" padlock and he agreed to make further enquiries.

**Clerk / Cllr Bennell**

**22.32 PLAY AREA INSPECTION REPORT**

The recommendation to clean the wooden play equipment had been carried out by the contractor as agreed previously by Full Council.

**22.33 FIVE ASH POND**

It was agreed that periodical dredging would be required to remove the build-up of silt which accumulates in the Pond and this would be monitored by Council.

**22.34 MEDSTEAD PC POLICY REVIEW**

**Memorial Inspection Policy.** This was reviewed by Committee and would be taken to Full Council for approval.

**Full Council**

The Chairman closed the meeting at 7.20pm

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