



## **MEDSTEAD PARISH COUNCIL**

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

**27<sup>th</sup> July 2022**

**Present:**

Cllr's Ken Kercher (Chair), Graham Bennell, & Georgy Fuzzard.

**Also present:**

Mr Peter Baston (Clerk).

**ACTION**

**22.35 OPEN SESSION**

None

**22.36 APOLOGIES FOR ABSENCE**

Cllr Mike (Jo) Smith, Andrew Jackson - Approved

**22.37 MINUTES**

- i. The minutes of the meeting held on 25<sup>th</sup> May 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	Comments
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	
22.29	25 May 2022	Clerk to obtain quotations for memorial repairs	Clerk	Outstanding	Clerk to revisit the memorials in the Cemetery

**22.38 DECLARATIONS OF INTEREST**

None.

**22.39 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.

**22.40 PONDS**

- i. **Pond Working Group.** It was agreed that the day work contractor would be asked to undertake the immediate tasks as identified by the Working Group. It was agreed that the Clerk would draw up a specification for the other 2022 tasks which would be taken to Full Council for agreement.
- ii. **Five Ash Pond Gate Access.** The Committee agreed that to deter unwanted access to the area and also the minimal need for authorised access, no gate would be installed.

**Clerk**

**22.41 ROE DOWNS ROAD FLASHING WARNING SIGNS.**

The Clerk reported that he had received positive support from Medstead School regarding the installation of flashing warning signs. HCC Cllr. Kemp-Gee is meeting with the Local HCC Highways Traffic Calming Officer to see if they can be installed and a response is awaited. Clerk to follow up in due course.

**Clerk**

**22.42 TREE SURVEY**

Following the receipt of the tree survey carried out by a qualified arboricultural consultant, a number of trees have been identified as needing to be felled due mainly to ash die back. In addition a number of other recommendations for work on other trees have been made in the Report. The Clerk was asked to draft a specification to seek quotations from qualified tree surgeons to carry out the work as identified in the Report. The specification would be taken to the next Full Council for approval.

**Clerk**

Cllr Kercher further suggested that the current tree policy which is adopted by Medstead Parish Council, should again be reviewed regarding the clause which states that there should be a two for one replacement policy for all trees felled. This will be taken to Full Council for further consideration.

**Full Council**

**22.43 MEDSTEAD WILDFLOWER MEADOW**

Cllr Mike (Jo) Smith had obtained a quotation for signage for the wildflower meadow at a cost of £265.93. The Clerk further reported that signage is also required at the Medstead Green Play area and he would contact the supplier to have the additional signage quoted for and would be taken to Full Council for approval.

**Full Council**

**22.44 CONTRACT(S)**

- i. **Cemetery / Churchyard Maintenance.** No issues to report
- ii. **Village Green Mowing.** The contractor had undertaken a rough edge cut as specified in the contract but has suggested that for years 2 & 3 of the contract, that the timing of these cuts be amended to correspond with the more rampant growing cycle. This was agreed by Committee and the Clerk would amend the future years contract accordingly.
- iii. **Wildflower Meadow.** No issues to report.
- iv. **Day Work.** The majority of outstanding tasks had been completed with no issues to report. The Clerk was asked to contact the day work contractor to get the old benches removed from the Green, following the installation of the new benches.

**Clerk**

**Clerk**

**22.45 PLAY AREA INSPECTION REPORT**

The annual statutory inspection report had been undertaken by an RPii inspector and coincided with the quarterly inspection report undertaken by Sawscapes. These were both reviewed and a number of issues which were identified would be taken forward which includes the resurfacing of the enclosed play area and the adult gym equipment, with funding having been sought from EHDC S106 funds. The Clerk would take these forward in conjunction with the Maintenance Committee.

In addition, it was suggested that the quarterly inspection by Sawscapes which coincides with the RPii inspection would cease in future years and there would just be three inspections annually by Sawscapes.

**Clerk**

The Chairman closed the meeting at 7.20pm

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