



MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING

26th October 2022

Present:

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

Also present: Mr Peter Baston (Clerk).

ACTION

22.46 OPEN SESSION

- i. Cllr Kercher mentioned that there are signs that badgers may be attacking parts of the Green again and that this would need to be monitored.
- ii. Cllr Mike (Jo) Smith asked when the tree maintenance works would commence and the Clerk informed the meeting that this would be in early January 2023.
- iii. Cllr Mike (Jo) Smith advised the meeting that the mowing contractor had asked for some low branches be removed to assist mowing and had quoted for the work. However it was felt that the day work contractor could undertake the work and the Clerk was asked to take this forward.
- iv. Cllr Mike (Jo) Smith asked whether the festive lights would be used this year. TH Clerk advised that only certain lights were working and then only in dry conditions. It was agreed that from early December, these lights would be switched on. The Clerk was further asked to find out contract costs for the Oak Green Parade lights.
- v. Cllr Kercher mentioned that the increasing utility costs were likely to cause cash flow issues for the Sports Club and it was assumed that the Allotment Society would experience similar cost increase issues. It was agreed that at Full Council, the possibility of a reduction in the fee paid by the Sports Club and Allotment Association be considered to assist these two organisations
- vi. Cllr Mike (Jo) Smith reported that the mowing contractor had said that whilst strimming on the Green, he had "hit" dog waste and has asked if the Council could see what can be done to overcome this on-going issue. It was felt that new signage was pointless, Cllr Bennell advised that a different type of tool be used (as opposed to a strimmer) and the Clerk was asked to contact the mowing contractor accordingly.
- vii. The Clerk mentioned that there is still a gap along South Town Rd. where a vehicle could access the Green and the Clerk was asked to contact the Day Work Contractor to install two further dragon's teeth.

Clerk

Clerk

Full Council

Clerk

Clerk

22.47 APOLOGIES FOR ABSENCE

None

22.48 MINUTES

- i. The minutes of the meeting held on 27th July 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
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
22.44 (ii)	27 July 2022	Clerk to amend future years mowing contract	Clerk	Pending	Will be revised in March 2023 when new years contract is due

22.49 DECLARATIONS OF INTEREST

None.

22.50 CONTRACTS

- i. **Cemetery / Churchyard Maintenance.** No issues to report
- ii. **Village Green Mowing.** No issues to report.
- iii. **Wildflower Meadow.** No issues to report.
- iv. **Day Work.** A few work requests are still to be undertaken but are in hand and will be completed shortly.

It was also discussed that the current contracts have a clause included stating that the annual increase is in line with CPI but it was suggested should read in line with CPI or up to 5% whichever is the lesser. This would be taken to Full Council for further consideration.

Full Council

22.51 PLAY AREA INSPECTION REPORT

- i. The Committee received a verbal report from the Clerk on the latest position regarding the resurfacing of the enclosed children's play area and also the matting surrounding the adult gym equipment as identified in the recent quarterly reports and RPi report. The work has been awarded by tender to Sawscapes Play Ltd who are scheduled to commence the work in November.
- ii. A number of smaller issues were identified in the Reports and will be taken forward as appropriate by the Clerk.

22.52 TREE PLANTING.

The Committee reviewed and noted the communication from EHDC regarding tree planting. It was also agreed that in April 2023, an application be submitted to EHDC Councillors for tree planting in the autumn of 2023 in the parish.

Clerk

22.53 ALLOTMENT SHED – FIRE INSPECTION

Following advice from the insurance provider, the Committee considered the option of having an annual fire inspection which subject to the findings, will include the installation of fire prevention equipment. This would be referred to Full Council for approval given the financial implications and possibly be considered as a joint contract for the Pavilion and the allotment shed.

Full Council

22.54 MEDSTEAD PARISH COUNCIL POLICY. The following policies were reviewed by Committee and would be taken to Full Council for re-adoption.

- i. Medstead Cemetery Regulations.
- ii. Illegal & Unauthorised Encampments
- iii. Playground & Recreation Area Inspection

Full Council

Additionally, the Clerk was asked to contact grave owners who have laid either chippings or slate on graves which is contravention of point 4b of the Cemetery Regulations and ask them to reinstate grass as the grave surface.

Clerk

The Chairman closed the meeting at 7.10pm

Chairman Date.....