



MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING

25th January 2023

Present:

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

Also present: Mr Peter Baston (Clerk).

ACTION

23.01 OPEN SESSION

None

23.02 APOLOGIES FOR ABSENCE

None

23.03 MINUTES

- i. The minutes of the meeting held on 26th October 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	To await agreement from Council about new trees to be planted
22.29	25 May 2022	Clerk to obtain quotations for memorial repairs	Clerk	Outstanding	Clerk to revisit the memorials in the Cemetery
22.52	26 October 2022	Clerk to apply for EHDC Councillor grant in April 2023 for tree planting	Clerk	Pending	
22.54		Clerk to contact grave owners who have laid scalping / chippings etc on graves	Clerk	Outstanding	Clerk to revisit the memorials in the Cemetery

23.04 DECLARATIONS OF INTEREST

None.

23.05 CORRESPONDENCE

- i. **E mail from EHDC Councillor Tennyson. Drought resistant trees etc.** This was noted by the Committee and would be borne in mind when future tree planting is undertaken.

23.06 CONTRACTS The following three (second year) draft contracts were reviewed by the Committee and would all be taken to Full Council for approval.

- i. **Cemetery / Churchyard Maintenance.**
- ii. **Village Green Mowing.**
- iii. **Wildflower Meadow.**

Full Council

23.07 DAY WORK CONTRACT.

The outstanding work requests were noted by the Committee.

23.08 VILLAGE GREEN TREE LIGHTING.

The future of the festive lighting on the Green was discussed and it was agreed that the existing lights whilst working when the weather was dry, were less reliable in wet weather. It was agreed that funding for new lights should either be built into the 2024/25 budget or a new request for grant funding from EHDC should be sought to purchase more reliable lighting, possibly undertaking one tree at a time. This would be agreed by Full Council.

Full Council

It was further agreed that the electrical feed would be reconnected in the Autumn as it has currently been removed due to the felling of a nearby tree.

23.09 PLAY AREAS

- i. Quarterly Play Area Inspection Report. This was reviewed by Committee and it was agreed that the work identified on pages 29 & 33 of the report would be undertaken to replace the rotten wood structures. Clerk to source quotes which once received would be taken to Full Council for approval. The Clerk was also asked to contact Sawscapes Play Ltd for a quote to re-set the gate post to the enclosed play area to ensure that the gate then closes correctly and in line with the inspection report.
- ii. Quotation for Repairs. This was reviewed by Committee and the above action as agreed.
- iii. Wooden Play Area Replacement Project. The indicative price was noted by Committee and it was suggested that this should become a sinking fund item for the future with F&GP Committee to consider when the 2024/25 budget & precept is set.

Clerk

Clerk

**F&GP
Committee**

23.10 CEMETERY.

- i. Cemetery Extension. It was agreed that Cllr Mike (Jo) Smith would speak with the Allotment Association to gauge whether additional plots were required in the future.
- ii. Water Supply. It was agreed that quotations would be sought after the local elections to allow an application for EHDC grant funding to be made for the project to have an additional water tap at the end of the Cemetery path, being nearer to the more recent graves. Clerk to take forward in due course.

**Cllr Mike
(Jo) Smith**

Clerk

23.11 BULB PLANTING

It was agreed that Cllr Clark would be asked to source quotations for the supply of bulbs for the wildflower area which is funded by S106 funds.

Cllr Clark

The Chairman closed the meeting at 7.20pm

Chairman Date.....