



MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING

17th May 2024, 7.30pm

Present:

Cllr's Mike Smith (Chair), Graham Bennell, Mark Brayford, Ken Kercher, Phil Quinlan.

Also present: Mrs Julie Russell (Clerk).

ACTION

24.19 APPOINTMENT OF CHAIR

The committee resolved that Cllr Bennell is the new committee chair. Proposed by Cllr Kercher, seconded by Cllr Smith, with all in agreement

24.20 OPEN SESSION

- i. Cllr Smith asked the clerk to ask Turnquay to provide the council with three quotes for stump removal. **Clerk**
- ii. Cllr Smith asked the clerk to remind the builder that we need an outside tap. **Clerk**
- iii. Cllr Smith said that the play equipment needs cleaning and Peter Baston had got a quote, and asked the clerk to get two more quotes. **Clerk**
- iv. Cllr Smith asked the clerk to update councillors' names in Four Marks News **Clerk**

24.21 APOLOGIES FOR ABSENCE

None

24.22 COMMITTEE MINUTES

- i. The minutes of the meeting held on 27th March 2024 having been previously circulated, were agreed as a true record and were signed by the Chairman. Proposed by Cllr Smith, seconded Cllr Quinlan, with all in favour.
- ii. Matters arising.

Minute #	Maintenance Meeting Date	Action	Assigned to	Status	Comments
22.29	25 May 2022	Clerk to obtain quotations for memorial repairs	Clerk	Pending	
22.54	26 October 2022	Clerk to contact grave owners who have laid scalping / chippings etc on graves	Clerk	Pending	New Clerk to take forward
24.06 (i)	24 January 2024	Clerk to source quotes for Green future aeration work	Clerk	Outstanding	
24.15	27 March 2024	Cllrs. Smith and Kercher to look into issues with the St Andrews kissing gate.	Cllrs Smith & Kercher	Completed	
24.16	27 March 2024	Cllr Smith to source quotes for additional new play equipment	Cllr Smith	Pending	Action passed to clerk
24.17(i)	27 March 2024	Cllr Smith to source three quotes to clean the enclosed/play area equipment	Cllr Smith	Outstanding	
24.18	27 March 2024	Cllr Smith to liaise with FM PC to assess interest in a local men's shed	Cllr Smith	Completed	Believed to be completed but clerk to check
24.18	27 March 2024	Cllr Kercher to contact MVH to advertise men's shed initiative if possible	Cllr Kercher	Completed	

- a. The policy on chippings on graves in the cemetery was discussed. Chippings are not allowed but councillors agreed that there can be extenuating circumstances with heavily shaded areas, and permission can be granted in individual cases, provided they are contained within a border and an acceptable colour. The clerk was asked to write to the person who recently requested chippings on a shaded plot to inform her it is agreed, provided there is a border, but making it clear that it is in extenuating circumstances so as to not set a precedence as

chippings can be a problem with mowing. It was clarified that the clerk is not required to ask people to remove chippings that are without permission but have been there for a long time.

24.23 DECLARATION OF INTERESTS

None.

24.24 TERMS OF REFERENCE.

- i. Councillors reviewed the current terms of reference and resolved to accept them. Proposed by Cllr Smith, seconded Cllr Quinlan, with all in favour.

24.25 CONTRACTS

- i. **Cemetery / Churchyard Maintenance.** No issues to report
- ii. **Village Green Mowing.** No issues to report
- iii. **Wildflower Meadow.** No issues to report

24.26 DAY WORK CONTRACT

The invitation to apply for the day work contract is still open. Adverts are on the noticeboards, parish council website and the Four Marks Facebook page.

24.27 LENGTHSMAN'S VISIT

- i. The Lengthsman is visiting Medstead for half a day on 21st May. Councillors discussed potential tasks and agreed that the priority should be to remove a badly rotted and dangerous bench on the green near the BBQ area. A second task, should time allow, is to clean a noticeboard in the cemetery and a third task is to clear pathways around the village green.
- ii. It was agreed, as a point arising out of this discussion, that there needs to be a better notice on the taps in the cemetery to make it clearer to users that there is a tap.

Clerk

24.28 PLAY EQUIPMENT

Cllr Smith had prepared and previously circulated a presentation showing all the areas of the play equipment that need repairing or replacing. He ran through this and councillors agreed that the clerk should obtain three quotes for each area.

Clerk

For the metal benches, Cllr Clerk suggested that the clerk contact Robert Smith, a blacksmith in Farringdon.

24.29 ROSPA PLAY SAFETY INSPECTION

- i. Councillors reviewed the costs provided by the clerk for a RoSPA inspection and agreed to go ahead. The clerk will book the visit.
- ii. Councillors decided not to opt for automatic visits, and will make the decision to book RoSPA on a year by year basis.

Clerk

24.30 MEDSTEAD VILLAGE GREEN

Cllr Kercher advised that due to the work being delayed until the autumn, he needed to check with Southern Ground Care if the quote will be still valid. The clerk needs to update Josh Wright (EHDC) with regard to the funding implications

Cllr Kercher

Clerk

24.31 CEMETERY

The clerk made a visit to the cemetery and shared the following points with councillors:

- The metal shed is open and in a poor state of repair, and there is evidence of people going inside. Councillors agreed that this should be removed and the new day work contractor would be asked to quote to do so.
- There is an exceedingly overgrown grave covered with brambles which potentially could be a nuisance by spreading beyond the grave into the grass. Councillors advised that they believed it belonged to someone who wanted a 'wild' grave. The situation needs to be monitored.
- There is a rusty bike dumped in the compost bin area, which the clerk offered to dispose of in a visit to the tip.
- There are self-seeded trees growing in appropriate places that need to be dealt with before they become a nuisance. The day work contractor will be asked to look at this.

24.32 CORRESPONDENCE

- i. RoSPA Already discussed above

The Chairman closed the meeting at 8.35pm.

Chairman Date.....