



Medstead Parish Council

Minutes of Maintenance Committee Meeting – 25th March 2025, 6.30pm

Present: Cllrs. Phil Quinlan (Chair), Ken Kercher, Mike Smith, Jez Hood

Also in attendance: Julie Russell (Parish Clerk)

	ACTION
<p>26.20 OPEN SESSION Nothing raised.</p>	
<p>26.21 APOLOGIES FOR ABSENCE None.</p>	
<p>26.22 DECLARATION OF INTEREST None declared.</p>	
<p>26.23 CONFIRMATION OF MINUTES Councillors resolved to confirm the minutes of the Maintenance Committee meeting on 28th January 2026, which were signed by the chairman.</p> <p>Cllr Hood (who was absent from that meeting) requested clarification on the reasons for not proceeding with the items in minute ref. 26.11, as he had originally proposed them for the agenda.</p> <p>Members agreed to revisit these items. The Clerk will update pricing for mops and vacuum cleaners and obtain quotes for an additional electrical socket in the Parish Office. Due to ongoing usability issues with the air source heat pump timer, the Committee will reconsider a smart replacement; however, the Clerk will first contact the original installers for further assistance.</p>	
<p>26.24 PAVILION</p> <ol style="list-style-type: none"> i. The Full Council approved painting the garage doors white but deferred the logistics to this Committee. It was resolved that the Council will fund the materials, while Medstead Sports Club will be invited to provide volunteer labour. ii. The Committee resolved that the railings should also be painted white, with the same arrangements as for the doors. 	
<p>26.25 AD HOC MAINTENANCE</p> <ol style="list-style-type: none"> a. Cemetery noticeboard: Cllr Quinlan volunteered to re-treat this and the Boyneswood noticeboards over the summer with materials paid for by the Council. b. Cemetery tap cupboard: Cllr Smith volunteered to re-treat the tap cupboard at the front of the cemetery, again with materials paid for by the Council, but this will be deferred until later in the summer and may need to be put on hold. c. The Clerk will get quotes for someone to treat the benches in the cemetery or on the green. Over the next few weeks she will inspect them and determine which ones need attention. d. Boyneswoods Road noticeboard: This is the same as for a. e. Cemetery gates: Cllr Smith will possibly do this in the later summer, subject to certain considerations, with the matter to be revisited later in the year. 	
<p>26.26 FETE SHED The Clerk will draft a Memorandum of Understanding to define the Council's and Medstead Village Trust's roles and responsibilities regarding the fete shed.</p>	Clerk

<p>26.27 TREE WORK</p> <p>The tree contractors have submitted their final invoice, claiming the works are complete. As their final visit was on the day of this meeting, the Clerk has not yet inspected the site. However, it is believed that some tasks remain outstanding. The Clerk will conduct a site walkabout to verify the status and follow up with the contractor accordingly.</p>	Clerk
<p>26.28 THE KNAPP</p> <p>It was agreed to wait for EHDC Planning Enforcement to identify next steps before taking any further action on the matter.</p>	
<p>26.29 CORRESPONDENCE</p> <p>a. A Resident living near the school raised concerns related to parking. The Clerk will advise the person to write to the school and Hampshire County Council about the matter.</p> <p>b. A resident wishes to organise an event involving children’s games on the village green on 18th April. The Clerk will advise them that this is okay, but they will need to fit in around preparations of the cricket ground for the first match of the season.</p>	
<p>26.30 NEXT MEETING</p> <p>The next meeting is confirmed as 27th May 2026.</p>	

There were no further matters to discuss and the meeting was closed at 7.25pm.

Signed Chairman

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