

PARISH COUNCIL OF DENMEAD



Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 1st December 2021 at 7.30pm At the Old School

<u>Members:</u>	Cllr I Brown (Chairman)	(P)	Cllr K Andreoli	(P)
	Cllr P Langford-Smith	(P)	Cllr G West	(P)
	Cllr K Scholey	(P)	Cllr D Searle	(P)
	Cllr M Clay		Cllr A Berry	
	Cllr D Stallard			

Also present: Shelley Holliday (Deputy Operations Manager).

034/22H Apologies: Apologies were received from Cllr Stallard.

035/22H Declarations of Interest: There were no Declarations of Interest to note.

036/22H Minutes of Previous Meeting: The Minutes of the Council Meeting held on 22nd September 2021 were submitted for approval. **It was UNANIMOUSLY RESOLVED that the minutes of the meeting be accepted as an accurate record and were duly signed by the Chairman at the meeting.**

037/22H Public Participation (S.0.3 e): There was no requirement for a Public Participation session.

038/22H Matters Arising and Outstanding Matters from Previous Minutes: The following Matters Arising and Outstanding Matters from Previous Minutes were discussed as follows:

1. Actions List: The Actions List is now included with each Agenda. **NOTED.**

2. Flowerbed sponsorship signage: New signage was reviewed for Horizon and Pearsons. Three different designs will be required, two designs to acknowledge that Denmead in Bloom maintain some of the flowerbeds in question. **It was UNANIMOUSLY RESOLVED to send the designs to the sign makers.**

**Action:
Dep Op
Mgr**

3. Village Green Power Cable: There is currently a temporary extension lead on the flowerbed, as the power cable needs to be extended and is buried. Denmead in Bloom have asked for the extension lead to be moved out of the flowerbed and attached to the Finial Post. The Head Groundsman has asked for a permanent electricity cable and container to be installed and attached to the Finial Post. After discussion, **it was UNANIMOUSLY RESOLVED to ask an electrician to quote for the installation of a waterproof box on a new post.**

**Action:
HG**

4. Highways Act Notice: A public path extinguishment and definitive map and Statement Modification Order 2021 has been received in respect of part of Footpath 26. **NOTED.**

5. Speedwatch: Cllr Andreoli reported that a device called auto-speed watch exists, which can be attached to a post, and which records the necessary data and sends it to the appropriate authority automatically. The device costs £500. After discussion, **it was UNANIMOUSLY RESOLVED to discuss the feasibility of using the device with the Speedwatch Co-Ordinator, and to investigate purchasing or renting one for a trial period if the Co-Ordinator approves its' use.**

**Action:
Dep Op
Mgr**

6. WCC bin emptying: The Deputy Operations Manager has met Ian Burt from WCC to determine the situation with bin emptying in Denmead. There are discrepancies in the bins Norse empty and the ones that WCC should empty, which is to be rectified. The Deputy Operations Manager will contact Norse. **NOTED.**

039/22H Correspondence: No items of correspondence have been received.

040/22H Terms of Reference: The Terms of Reference for the Highways & General Purposes Committee were reviewed and discussed. **It was AGREED to bring them back for discussion at the next meeting using the Amenities Terms of Reference as a template.**

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Action:
Dep Op
Mgr

041/22H Denmead Involvement with District Policing Team: The Safer Neighbourhoods Panel met on 7th October 2021 at 7pm at The Old School. The Minutes have been previously circulated. **NOTED.**

042/22H Denmead Works Phase II: The Deputy Operations Manager has been chasing Karen Wright at WCC for a response to the queries DPC have and the progress of the Phase II works (latest correspondence circulated). **After discussion, it was UNANIMOUSLY RESOLVED that the Deputy Operations Manager will respond to Ms Wright and her colleagues, and that the Chairman will contact Rob Humby, to advise them of the following:**

- (i) DPC do not wish the Greenways to be widened as it is not possible to convert them to cycleways, and therefore a cost analysis of this is unnecessary.
- (ii) DPC would like the works focussed on speed reduction measures.

Action:
Dep Op
Mgr /
Chairman

043/22H Finial Rings: Mark White was contacted regarding the cleaning schedule. Handy Dave and Castle Cleaning have both been contacted regarding the cleaning of the Finial rings and posts and quotes have been received. After discussion, **it was UNANIMOUSLY RESOLVED to provide the necessary materials for Mark White to carry out the cleaning of the Finial rings and posts.**

Action:
Dep Op
Mgr

044/22H Burial Ground: The following matters were discussed:

1. Applications: The list of applications received since 22nd September 2021 were received. **NOTED.**

2. Drainage: The North Field drainage project is now complete. Pictures of the progress can be viewed on SharePoint and the Burial Ground Drainage Working Party is to be disbanded. **NOTED.**

3. Replacement memorial tree in the centre of North Field: (Minute Ref 033/22H (9.2)). A request was received for a replacement tree to be planted on the mound of the turning circle in the Burial Ground; however, the Head Groundsman has advised that a more suitable position is at the bottom of North Field. After discussion, **it was UNANIMOUSLY RESOLVED to ask the Head Groundsman to plant a willow tree in a suitable position.**

Action:
HG

4. Sleepers repair: A quote has been received from Benlee to repair the sleepers. **It was UNANIMOUSLY RESOLVED to advise Benlee that DPC will investigate alternative options, and to review the repairs at a future date.**

Action:
Dep Op
Mgr

5. Cemetery Lane re-surfacing and carpark: The Deputy Operations Manager has asked Benlee to quote for the re-surfacing of the lane and the carpark. **NOTED.**

6. Correspondence: A request for a book-shaped headstone has been received. **Action:**
After discussion, **it was UNANIMOUSLY RESOLVED to accept the request,**
providing that it meets DPC size regulations. **Dep Op**
Mgr

7. Cemetery Mapping: The Deputy Operations Manager asked Committee to re- **Action:**
consider adding the cemetery map to DPC’s website, given the information **Dep Op**
provided by EdgeIT on GDPR. **It was UNANIMOUSLY RESOLVED to add**
the cemetery map to DPC’s website and to accept the costs involved. **Mgr**

8. Extension of Denmead Burial Ground: An email has been received from Ruth
McKeown of Hallam Land (on behalf of Winchester College), to which the
Deputy Operations Manager has replied. There is no further update to report.
NOTED.

9. Memorial Safety Testing: The Diocese notice was displayed on public
noticeboards for 28 days and the Diocese Faculty was applied for at a cost of
£305. The Diocese cannot issue a licence until they receive signed minutes from
the meeting that resolved to obtain the licence. DPC will need to wait on further
instruction before repair of the headstones can commence. **NOTED.**

10. Footpath 5 – Burial Ground: The Head Groundsman has requested to install
a drop-post at the end of Cemetery Lane at the entrance to the Burial Ground, to
enable grounds staff to access the footpath with the flail mower. **It was**
UNANIMOUSLY RESOLVED to allow the Head Groundsman to do so. **Action:**
HG

The meeting closed at 8.33pm.

**The next scheduled meeting of the Highways & General Purposes Committee
will take place at the Old School
at 7.30pm on Wednesday 19th January 2022**

Signed: _____ **Date:** _____

Please note minutes of meetings are published in draft form as soon as possible on the website to help residents. However, they do not become the formal record of the meeting until agreed or otherwise at the next meeting. Therefore, you should always check to see whether any amendments have been made.