

DENMEAD PARISH COUNCIL



Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 13th April 2022 at 7.30pm At the Old School

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

Also present: Shelley Holliday (Deputy Operations Manager), Jo Hollingshead (Minute Clerk).

001/23H Apologies: Apologies were received from Cllrs Scholey, Searle and Stallard.

002/23H Declarations of Interest: There were no Declarations of Interest to note.

003/23H Minutes of Previous Meeting: The Minutes of the Council Meeting held on 2nd March 2022 were submitted for approval. **It was RESOLVED that the minutes of the meeting be accepted as an accurate record and were duly signed by the Chairman at the meeting.**

004/23H Public Participation (S.0.3 e)): There was no requirement for a public participation session.

005/23H Matters Arising and Outstanding Matters from Previous Minutes: The following Matters Arising and Outstanding Matters from Previous Minutes were considered. The Actions List and Memo (previously circulated) were **NOTED**.

1. 02.03.22 Minute Ref 057/22H (1) Flowerbed sponsorship signage: Pearsons' and new Horizon signs are in production and are due to be installed shortly. **NOTED.**
2. 02.03.22 Minute Ref 057/22H (1.2) Pearsons' signage location: the preference for the location is noted and the signs will be installed as instructed in the agreed location. **NOTED.**
3. 02.03.22 Minute Ref 057/22H (1.3) Sponsorship flyers: It was agreed that the previous template can be used, and a new flyer designed. **NOTED.**
4. 02.03.22 Minute Ref 057/22H (2.3) Auto Speedwatch device: The Police are yet to respond with the correct device to purchase. It was agreed to query this at the Safer Neighbourhoods Panel meeting next week. **Action: Dep Op Mgr**
5. 30.06.21 Minute Ref 022/22H Furzeley Corner finial post refurbishment: progress is underway, and the finial post has been installed, ready for the signs to go up. **NOTED.**
6. 02.03.22 Minute Ref 057/22H (3) Finial post cleaning – Village Warden: The Operations Manager has spoken to the village warden and a schedule will be drawn up with the Head Groundsman with regards to the use of the van. **NOTED.**
7. 02.03.22 Minute Ref 057/22H (4) damage to gate sign: Hampshire Highways have looked at the gate and determined that it is not in their remit to repair. It was noted that the gate was part of the Phase 1 works and was originally installed by Hampshire Highways. After discussion, it was agreed that Cllr Langford-Smith would find the original design so that it can be repaired. **Action: Cllr L-S**

- 006/23H Correspondence:** The following item of correspondence was received:
- 1. Flooding ditch and trees overhanging a garden in Ludcombe:** It was agreed that ownership of the verges (including ditches, hedges, and overhanging trees) should be established via Land Registry, and to respond to the homeowner appropriately dependent on the outcome of the ownership search. **Action: Dep Op Mgr**
- 007/23H Hampshire Private Finance Initiative Street Lighting Contract:** A memo was previously circulated regarding the notification of changes to street lighting energy and maintenance charges, and variable light control for 2022-2023. **NOTED.**
- 008/23H Denmead Involvement with District Policing Team:** The Safer Neighbourhoods Panel meeting will be held on 21st April 2022 at 7pm. **NOTED.**
- 009/23H Denmead Phase 2 School Crossing Points:** Hampshire County Council are looking to be on site in late Spring / early Summer 2022. The Deputy Operations Manager will advise the Head Teacher of Denmead Infant School of the proposed schedule. **Action: Dep Op Mgr**
- 010/23H Burial Ground:** The following matters were discussed:
- 1. Applications:** The list of applications received since March 2022 was received. **NOTED.**
 - 2. Burial Ground charges review 2022-2023:** After discussion, **it was UNANIMOUSLY RESOLVED not to increase charges due to the cost-of-living crisis.**
 - 3. 02.03.22 Minute Ref 061/22H (2) Cemetery Lane resurfacing:** Cllr West offered to write the specification of works required before the tender advertisement is published. The Deputy Operations Manager will circulate the spec once complete. **Action: Cllr West / Dep Op Mgr**
 - 3.1 Cemetery Lane resurfacing tender process:** A tender advertisement was received and discussed. As discussed above, the spec is to be written by Cllr West and included in the tender advertisement. **It was UNANIMOUSLY RESOLVED that this should be completed before the tender process can commence.** **Action: Cllr West / Dep Op Mgr**
 - 3.2 Burial Ground carpark:** Cllr West also offered to draw up a specification for repairs to the carpark. This will be added to the resurfacing tender process as a separate tender. **Action: Cllr West**
 - 4. 02.03.22 Minute Ref 061/22H (4) Memorial Safety Testing:** Stonerite Memorials have been asked to carry out the Memorial repairs. The schedule of work commencement date is to be confirmed. **NOTED.**
 - 5. 02.03.22 Minute Ref 061/22H (5) Memorial Headstones:** an amendment to the Burial Ground Regulations was reviewed and the amendment approved. **Action: Dep Op Mgr**
 - 6. 02.03.22 Minute Ref 061/22H (8) Burial Ground Drainage:** Greenacre will be carrying out remedial work to the drainage on 19th April 2022, overseen by the Head Groundsman. **Action: HG**
 - 7. Correspondence:** The following items of correspondence were received:
 - 7.1 Request for footpaths in the North Field, around the cremation plots:** As discussed in June 2021 (Minute Ref 023/22H (2.1)) and subsequently at a further meeting at the Burial Ground, it is too narrow to create a pathway through the cremation plots, although there is grass between them to walk on. Various options to make the grass path suitable for all weathers were discussed, and it was agreed that a response will be sent to advise that DPC will look to see what can be done. **Action: Dep Op Mgr**
 - 7.2 Complaint received from a regular visitor to the Burial Ground regarding dogs being let loose:** Small A5 signs were put up last year with the message “please be respectful and keep your dogs on leads at all times”. It was agreed that a response will be sent to advise that unfortunately, DPC have no powers of enforcement, and

observing the displayed signs is down to the decency of visitors.

7.3 Barrells Funeral Directors: a lady whose daughter has passed away would like an interment of her daughter's ashes at Denmead Burial Ground. The deceased was a resident over 20 years ago, the mother is still a resident and wishes to be interred in the same plot when she passes. **It was UNANIMOUSLY RESOLVED that as the daughter was not a resident then a non-resident fee will apply.**

Action:
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Mgr
Action:
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The meeting closed at 8.26pm.

The next scheduled meeting of the Highways & General Purposes Committee will take place at the Old School at 7.30pm on Wednesday 25th May 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.