

DENMEAD PARISH COUNCIL



Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 18th January 2023 at 7.30pm At the Old School

Members:

Cllr I Brown (Chairman)	(P)	Cllr N Meredith	(P)
Cllr K Andreoli	(P)	Cllr K Scholey	
Cllr A Berry	(P)	Cllr D Stallard	
Cllr M Clay		Cllr G West	(P)
Cllr P Langford-Smith	(P)		

Also present: Jo Hollingshead (Committee Clerk).
There were 3 members of the public present.

- 051/23H Apologies:** Apologies were received and accepted from Cllr Scholey.
- 052/23H Declarations of Interest:** There were no Declarations of Interest to note.
- 053/23H Minutes of Previous Meeting:** The Minutes of the meeting held on 9th November 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.**
- 054/23H Public Participation (S.0.3 e):** The public participation session opened at 7.31pm and closed at 7.48pm.
- 055/23H Matters Arising and Outstanding Matters from Previous Minutes:** The following Matters Arising and Outstanding Matters from Previous Minutes were considered:
- 1.Finial Post Refurbishment Programme:** The programme was discussed. The Chairman advised that Persimmon Homes have kindly agreed to fund the refurbishment of the Forest of Bere finial post. A joint press release with Persimmon will take place once it is installed. Cllr Langford-Smith has given the fingerpost information and measurements to the Committee Clerk. After discussion, the post will be installed at the junction of Anmore Road and Hambledon Road and will replace the current signpost on the right-hand side.
Action: CC2
 - 2.Tanners Ditch, Tanners Lane:** The ditch was cleared on 15th December 2022.
Action Complete.
 - 3.Forest Road roundabouts:** Members considered the information presented to them. After discussion, **it was UNANIMOUSLY RESOLVED not to accept the quotes obtained, to ask the Head Groundsman to devise a planting scheme for the roundabouts, and to organise training for grounds staff to enable them to work on highways and for himself to supervise work on highways.**
Action: CC2
 - 4.Warm Space:** It has been suggested that Denmead should support the Warm Space Initiative during the cost-of-living crisis. It was thought that the church already holds a Warm Space session, and after discussion, **it was UNANIMOUSLY RESOLVED to ask the church if the Parish Council can assist by applying for funding to enable additional sessions.**
Action: CC2 / Cllr L-S

056/23H Correspondence: Four items of correspondence were received:

1. An email has been received from Hampshire Police with feedback from the Beat Surgery held on 30th November 2022. **NOTED.**
2. Two emails have been received from residents of Well Hill requesting traffic calming measures. **NOTED.**
3. An email has been received from AADEFIB.com. The pads and chargepak (battery) on the two Physio-Control CR Plus Defibrillators reach their use-by dates in July 2023. The Responsible Financial Officer (RFO) has confirmed that funds are in place under Sage Code 7182 to proceed with the order. **NOTED.**
4. An email has been received from the Strategic Transport Team at Hampshire County Council regarding the Forest Road speeding measures. **Please refer to Minute Ref 057/23H (1).**

057/23H Denmead Phase 2 Works:

1. Update on Forest Road speeding measures: Hampshire County Council (HCC) have advised that they have County Cllr Stallard's support to progress the measures identified as preferable in the Parish Council survey and will be liaising with the Parish Council to provide an updated programme for delivery. The Chairman advised that an online Teams meeting has now been organised for Tuesday 24th January 2023 and a further update will be given following the meeting.

058/23H Denmead Involvement with District Policing Team:

1. Autospeedwatch device: Members discussed and determined action on the following points where applicable:

1.1. Swanmore Parish have purchased a device but are yet to set it up as their first chosen location required longer poles for the device and warning sign. A further update will be given when it is up and running.

1.2. The wording on the accompanying sign has been obtained.

1.3 A licence is required from Hampshire Highways. This can be obtained within a few days and the cost of the licence is £149.

1.4 The Autospeedwatch company has advised that the camera would need to be operated in accordance with the BSCC guidelines that derive from the Protection of Freedoms Act 2012 regarding public facing cameras.

1.5 Potential locations have been identified and the Autospeedwatch company has assessed them via Google Streetview. **After discussion, it was UNANIMOUSLY RESOLVED to:**

Query if the device can be moved around the village

To move the device to various locations periodically if it can be moved

Or to place the device at the Well Hill location if it cannot be moved

To look to purchase additional devices at a later date, funds permitting.

Action:
CC2

1.6 The RFO has confirmed that funds are available to purchase a device. **It was therefore UNANIMOUSLY RESOLVED to purchase a device.**

Action:
CC2

2. Smiley Face Speed Sign: An additional sign has been ordered and will arrive at the end of January. **Action Complete.**

3. ASB Funding: Hampshire Police have been contacted to start the process of applying for funding. PCSO James Hook has discussed the Parish Council's request with his District Commander, and the request has now been passed to the Police Safer Roads Team for review. Awaiting response. **NOTED.**

059/23H **Burial Ground:** The following matters were discussed:

1. Applications: The list of applications received since November 2022 was received. **NOTED.**

2. Cemetery Lane Ditch: A start date is awaited. The Committee Clerk is chasing this on a weekly basis. **NOTED.**

Action:
CC2

3. Resurfacing of Cemetery Lane and Burial Ground carpark: The tender document has been amended to include the replacement of the sleepers in the carpark (Appendix 4). The RFO has confirmed that funds are available from Earmarked Funds. Cllr West requested some minor amendments. **Subject to the completed amendments, it was UNANIMOUSLY RESOLVED to send the work out to tender and to advise Committee Members once it is published.**

Action:
CC2/RFO

4. Termination of Norse Contract: **The termination of the Norse contract from 31st January 2023 was UNANIMOUSLY RETROSPECTIVELY RATIFIED.** The grounds team have taken over the maintenance and upkeep of the Burial Ground with immediate effect.

5. Alternative Outsourcing of Cremation Plots: A company has been recommended to the Parish Council by Southampton City Council to create a new set of cremation plots in North Field, and a quote for 20 chambers has been obtained. The RFO has advised that funds are available as the Burial Ground is self-funding. After discussion about the nature of the soil and previous experience of burial chambers, **it was UNANIMOUSLY RESOLVED to carry out further investigation by obtaining an alternative quote and scheme of works from another independent gravedigger.**

Action:
CC2

6. Alternative Outsourcing of Gravedigging: An individual has been recommended by South Downs Funeral Services in case of future service interruption by Norse. To prevent against future issues with any contracted gravedigger, each grave is now measured and documented by Parish Council staff as it is dug. The independent gravedigger has confirmed fees, provided a copy of his insurance policy and has good availability. **It was UNANIMOUSLY RESOLVED to use this service when necessary.**

7. Benches: The benches in Old Burial Ground and New Burial Ground have now been replaced and the benches have been added to the Asset Register by the RFO.

Action Complete.

8. Depth-Checking: A depth-checker has now been purchased. **Action Complete.**

9. Amendments to Regulations: Members considered two amendments to the Regulations:

9.1 Headstones or crosses must not be installed within 12 months of an interment (currently 6-9 months). This is due to the ground conditions and weather in the winter months and is on the advice of the gravediggers.

9.2 Memorials and inscriptions to be checked by Parish Council staff within 28 days of installation and for memorials that do not conform to the Regulations to be removed for alterations or repositioned as required.

It was UNANIMOUSLY RESOLVED to accept both amendments.

Action:
CC2

The meeting closed at 8.42pm

**The next scheduled meeting of the Highways & General Purposes Committee
will take place at the Old School at 7.30pm on Wednesday 1st March 2023**

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.

DRAFT