



PARISH COUNCIL OF DENMEAD

MINUTES OF THE HIGHWAYS AND GENERAL PURPOSES COMMITTEE MEETING HELD ON WEDNESDAY 19TH MAY AT THE OLD SCHOOL AND VIA A SCHEDULED VIDEO MEETING COMMENCING AT 7.30PM

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

*** Only those present at the Old School are allowed to vote since the interim measures to allow remote presence at meetings has been revoked by Government**

Also Present: Cllr D Carson
Shelley Holliday (Deputy Operations Manager)
Jo Hollingshead (Minute Clerk)
One member of the public was also present

001/22H Apologies: No apologies were received. **NOTED.**

002/22H Declarations of Interest: No Declarations of Interest were declared. **NOTED.**

003/22H Minutes of the Previous Meeting: The Minutes of the meeting held on Wednesday 24th March 2021 were submitted for approval. **It was RESOLVED that the Minutes be accepted as an accurate record and were duly signed by the Chairman of the meeting.**

004/22H Public Participation: There was no requirement for a Public Participation session, as the member of the public present at this meeting did not wish to speak.

005/22H Election of a Vice-Chairman: The Chairman invited nominations for the Vice-Chairman of the Highways & General Purposes Committee. Cllr West was proposed by Cllr Scholey and seconded by Cllr Langford-Smith. Cllr West confirmed that he was willing to serve. **It was RESOLVED that Cllr West be elected Vice-Chairman of the Highways & General Purposes Committee for the municipal year 2021-22.**

006/22H Matters Arising and Outstanding Matters from previous Minutes:

(a) HCC Highways repairs in Denmead: Correspondence has been received from Paula Edwards at Hampshire Highways. **NOTED.**

(b) Replacement of Dog Bins – Dual-Purpose Bins: The Head Groundsman has reported that the Dual-Purpose Bin referenced in the meeting held on 10th February 2021 (Minute Ref 121/21Hc) has not yet been purchased for Ashling Park Greenway. Cllr Andreoli advised Committee that the Dual-Purpose Bin was to be purchased in this financial year (2021-22). **It was RESOLVED that an order for a Dual-Purpose Bin is to be placed.**

(c) Notice of Rights of Way: There are no updates at present. **NOTED.**

(d) Denmead Neighbourhood Watch:

(i) A report has been received and circulated following a previous meeting on 10th February 2021 (Minute Ref 132/21H(e)). **NOTED.**

(ii) Neighbourhood Watch have proposed a banner (size 6'x3') to be placed at alternate gateway sites in the village, for approximately two weeks at a time. The sites they wish Council to consider are the grass areas near the roundabouts at each end of Forest Road and outside the Old School. Cllr Langford-Smith reminded Committee that previous requests for advertising banners have been

refused, a banner of the proposed size would need planning permission and DPC already have sponsors of the sites mentioned. Cllr Andreoli added that permission would also need to be sought from Hampshire Highways. Cllr Langford-Smith added that Hampshire Highways require any signage to follow strict specifications on size and location so as not to distract motorists. **It was AGREED to contact Neighbourhood Watch and advise that the proposed banner will need Highways and Planning permissions and that the proposed sites are not DPC owned areas.**

(e) Maintenance of Bus Shelters and Bus Stop Poles: Castle Cleaning have re-quoted for the cleaning of the bus shelters and bus stop poles. The quote of £248 every eight weeks is not covered by the budget for 2021; however, the Responsible Financial Officer has offered the Projects Sage Code 3020 for this use. **It was AGREED that the quote is to be accepted if the £248 every eight weeks includes all bus stops and poles.**

(f) Denmead Speedwatch Scheme: The Chairman opened the Public Participation session once more to allow Cllr Carson to provide Committee with an update. Cllr Carson advised that the Police Speedwatch have asked which roads the Scheme should cover, and she has replied to say that all roads in Denmead which have a 30mph limit should be covered. As this applies to all roads in Denmead, there was some discussion about naming particular roads. Cllr Carson also advised Committee that she had been notified that the training of new Speedwatch helpers could start in June 2021. The Chairman closed the Public Participation session. **NOTED.**

(g) Tetra Pak Bin: There are no updates to report. The Deputy Operations Manager will chase this matter up. **NOTED.**

(h) Verge Reflectors on Forest Road: Reflector bollards are being destroyed along Forest Road from the Harvest Home to the Chairmakers. The Deputy Operations Manager has contacted Hampshire Highways for locations of the reflectors but has not received a reply. The Deputy Operations Manager will chase this matter up. **NOTED.**

(i) Speed Camera Batteries: An order has been placed for 2 replacement batteries for the DPC speed camera. **The purchase was retrospectively RATIFIED by Committee members.**

(j) Speed Limits in Denmead: Cllr Humby was contacted regarding traffic calming measures in Denmead. Andy Smith from Safer Roads replied to DPC directly, to say that the “traffic and safety funding is now primarily targeted at casualty reduction, with priority given to locations with treatable patterns and clusters of reported injury accidents.” Cllr Langford-Smith stated that DPC has done as much as can be done to manage speeding in Denmead, including the setting up of the Speedwatch Scheme. There was some discussion about the incident at the Chairmakers; however, the MP that visited after the incident has not been in contact since. **It was AGREED to contact the Police to obtain some reported accident figures for Hambledon Road and Forest Road so that DPC can report back to Hampshire Highways.**

(k) Notification of Confirmed Order – PPO 5146 Denmead Footpath 26: This has been received. **NOTED.**

(l) Fly Tipping / CCTV Cameras: A response from Winchester City Council has been received with regards to installing CCTV on fly tipping sites. WCC have suggested that DPC purchase cameras. This is contrary to previous communications, where Denmead were to be part of a trial along with three other parishes and were to be lent cameras. WCC have sent pictures of signs that DPC could have made up to place in fly tipping areas. Cllr Searle advised that similar signs placed in Boarhunt have had a positive effect so far. There followed some discussion about the fact that DPC do not own any of the fly tipped land apart from Goodman Fields, and so it would be necessary to ask private landowners to put the signs and/or cameras up on our behalf. Cllr Langford-Smith suggested that DPC needs clarity on legal responsibilities in this area. **It was AGREED to contact Fareham Borough Council to see if there has been any effect from the measures taken by them, and that DPC will purchase some of the signs and put them in Goodman Fields as a trial.**

(m) Pouch Boxes Removal: Royal Mail have advised DPC that they are planning to remove all pouch boxes. **NOTED.**

(n) High Street Plan and Welcome Back Plan: Cllr Langford-Smith attended a meeting held by WCC, at which she heard that WCC empty street bins at no cost for other parishes (Alresford and Bishops Waltham), whereas DPC pay for most of the Denmead bins to be emptied. **It was AGREED to contact WCC on this matter.**

- 007/22H **Correspondence:** No correspondence has been received. **NOTED.**
- 008/22H **Denmead Involvement with District Policing Team:** There were no updates to report. **NOTED.**
- 009/22H **Denmead Works Phase II:** There has been no response from Karen Wright on request for an update on changing the greenways throughout the village to dual-purpose cycle and walkways. **It was AGREED to contact the head of the HCC department to progress Phase II.**
- 010/22H **Maintenance of the roundabouts and island at Hatchmore:** This is part of the Phase I improvements. It was discussed that when the maintenance of this area was passed to WCC, it was first scheduled to take place four times per year, then reduced to three times per year, now reduced to no maintenance at all. **It was AGREED to contact WCC about this matter.**
- 011/22H **Burial Ground:**
- (a) **Applications:** The list of applications received since 24th March 2021 was received. **NOTED.**
- (b) **Correspondence:**
- (i) An application request has been received from Mr Stephen Canney for a non-resident Welters plot burial. **It was AGREED to reply to Mr Canney to accept his application request and advising him that a non-resident fee will be required.**
- (ii) A request has been received for the burial of ashes into a full earthen plot and to erect a headstone. The DPC Burial Ground regulations state that burial of ashes into full earthen plots is not allowed. **It was AGREED to refuse this request, advising that interments into a cremation plot would be allowed, and to send a copy of the DPC Burial Ground Regulations to undertakers as a reminder.**
- (c) **Sharp Exhumation:** The exhumation of Mrs Sharp was carried out on 12th May 2021. **NOTED.**
- (d) **Sharp Memorial Headstone Application:** Cllrs Langford-Smith and Andreoli have raised a Motion to re-discuss the application for the owl engraving (20cm wide by 25cm high) on a memorial headstone for Mrs Sharp. **It was AGREED to accept the Motion to re-discuss the application.** Council has previously offered to accept the owl engraving at a size of 13cm in diameter since it has previously allowed an engraving of a treble clef of 6cm in size on another headstone. DPC Burial Ground regulations from 2005 to date state that engravings are not allowed. The regulations were clarified in 2019 to ensure that there could be no uncertainty around this issue for the stonemasons. The regulations (9e) read as follows: “no photographic, carvings, designs or any other images are to be permitted on memorial headstones or cremation plaques without express written consent”. At the time of the Sharp court hearing, the Judge stated that DPC have jurisdiction over the Burial Ground and therefore a Judicial Review at the High Court would be necessary if Miss Sharp wished to pursue the matter. The claim for the owl engraving was therefore dismissed. There was some discussion about the consequences of upholding our regulations or making an exception to them. **It was AGREED to reject the engraving application of 20cm wide by 25cm high but to offer an engraving size of 13cm in diameter.**
- (e) **Burial Ground Working Party Terms of Reference:** After discussion, **it was AGREED to amend the name of the Working Party to the “Burial Ground Drainage Working Party”, and to APPROVE the terms of reference.**
- (f) **Drainage:** The Burial Ground Drainage Working Party are to meet with two more drainage specialist companies this week and next to find a solution to make the existing drainage system work effectively. A meeting with the Operations Manager took place and the three quotes obtained previously were discussed. The Deputy Operations Manager advised that we have had to request meetings with the two additional companies because the solution received from Kestrel was to install several additional drainage channels which would result in the loss of approximately 120 grave plots (also confirmed by Norse). Cllr Langford-Smith asked that we ensure that any contractors working in the Burial Ground have appropriate insurance in case of damage caused. **NOTED.**
- (g) **Pear Technology Cemetery Mapping:** An updated quotation has been received and circulated from Pear Technology. Epataph is updating to become Heritage but does not work together with Parish Online. **It was RESOLVED to accept the updated quotation from Pear Technology.**
- (h) **Extension of Denmead Burial Ground:** The piece of land that DPC has carried out a survey on previously is still unavailable for purchase at the last communication with the landowner’s representative. **It was AGREED to contact the landowner directly to ask if the land can be**

purchased or rented.

(i) Burial Ground Fees increase: A revision of the DPC Burial Ground fees was discussed. Norse have recently increased their fees. **It was AGREED to move this item to the next meeting Agenda, once the percentage of the Norse fee increase has been established.**

(j) Memorial Safety Testing: Cllrs Andreoli and Searle have met at the Burial Ground with the Operations Manager and Deputy Operations Manager to investigate the memorial headstones safety risk following concerns from owners after being contacted by DPC. The findings from this meeting have been circulated. The Chairman advised Committee that we have to go with the recommendations of the professional headstone testing company employed by DPC for this assessment. There was discussion about the issue of unsafe headstones. **It was AGREED to contact the Diocese to ask for guidance as to what to do with the identified unsafe headstones.**

(k) Cemetery Lane Resurfacing: A request has been made to Benlee Construction for a quote as there are several large potholes in Cemetery Lane and the gravel car park needs repairing. **It was AGREED to repair the potholes as a temporary measure, and for resurfacing to take place once the drainage works have been completed.**

012/22H

Finial Rings: Cllr Langford-Smith summarized her report. In conclusion, the refurbishment programme has been very good. There are still some missing columns at Furzeley, the Forest of Bere and possibly at Forest Gate. Cllr Langford-Smith proposed that the next steps should be to add the cleaning of the columns and signs to the work of the Village Warden, that we contact HCC Heritage team to ensure that they continue to provide DPC with the budget to continue the refurbishment programme in the municipal year 2021-22, that Handy Dave is asked to refurbish Anmore and Denmead Mill next, to reinstate a post and fingers at Forest Gate, and to identify the fingers required for the two missing posts and reinstate them, budget permitting. It was noted that the Village Warden will only be able to clean one per month as they are quite far apart. Cllr Searle advised that the World's End Residents Association will be able to clean the finial ring by the Chairmakers. **It was AGREED to all points of action raised by Cllr Langford-Smith.**

The meeting closed at 9.12pm

**The next scheduled meeting of this Committee
will take place at the Old School and via video conference call
at 7.30pm on Wednesday 30th June 2021**

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 Approved or otherwise at the next Meeting. Therefore, you should always check to see whether any amendments have been made.