



PARISH COUNCIL OF DENMEAD

MINUTES OF THE HIGHWAYS and GENERAL PURPOSES COMMITTEE MEETING HELD ON WEDNESDAY 30th SEPTEMBER 2020 VIA A SCHEDULED VIDEO MEETING, COMMENCING AT 7.30 pm

Members:	Cllr I Brown (Chairman)	(P)
	Cllr K Andreoli	(P)
	Cllr P Langford-Smith	(P)
	Cllr D Carson	
	Cllr M Clay	(P)
	Cllr N Rusbridger	(P)
	Cllr K Scholey	(P)
	Cllr G West	

Also Present: No member of the public was in attendance.

066/21H **Apologies:** Apologies were received from Cllrs Carson and West. **Noted.**

067/21H **Declarations of Interest:** Cllr Rusbridger declared a personal interest in item 5 e), relating to Denmead Neighbourhood Watch, as he had recently become one of the new co-ordinators. **Noted.**

068/21H **Minutes of the Previous Meeting:** The minutes of the meeting held on 8th July 2020 were submitted for approval. **It was RESOLVED that these minutes be accepted as an accurate record and were duly signed by the Chairman of the meeting.**

069/21H **Public Participation:** At 7.32pm the meeting recessed into open forum to allow comments and questions from members of the public. The meeting re-convened at 7.33pm. **Noted.**

Matters Arising and Outstanding Matters from previous Minutes:

070/21H (a) **HCC Highways Repairs in Denmead:** Cllr Clay informed members that earlier in the year, correspondence had been sent to HCC, in relation to the fact that recent repairs carried out on main roads in Denmead had not been completed to a satisfactory standard. In response to DPC's concerns, Cllrs Brown and Clay plus the Clerk had attended a meeting with HCC via Zoom, in which the specific unsatisfactory repairs carried out along Hambledon Road up to Anmore Road were discussed. The HCC Highway Manager then agreed to conduct a site meeting with Cllrs Clay and Rusbridger. As a direct result from both the meeting and site visit, the HCC Highways Team assessed the locations in question along Hambledon Road. Cllr Clay stated that he had recently observed white brackets which had been painted around sections of road, to identify the areas which require further repair. **Noted.**

071/21H (b) **Festive Lighting and Christmas Trees Decoration for Village Centre:** It had been recommended that new LED Christmas lights used for the Christmas trees at the village centre, should be purchased to replace last year's fairy lights which are no longer fit for purpose. Christmas trees would also need to be purchased for outside Barnards and above the shops. Correspondence and photos from KM Project Services had been previously circulated to members, to provide costings and recommendations of requirements. **It was unanimously RESOLVED that the quotation of £463.68 provided by KM Project Services should be approved and that funding would be taken from EMR SAGE Code 3011. It was further RESOLVED that signs should be provided by KM Project Services to inform "Kindly Supplied by DPC".**

072/21H (c) **Replacement of Dog Bins ~ Dual Purpose Bins:** The two new 120 litre dual purpose bins had been delivered to replace the existing dog bins at Wayfarers Green off Forest Mead and at The Pond near Creech View. **It was unanimously RESOLVED that once the new dual purpose bins had been installed, the Groundstaff would then use one of the existing larger red dog bins to install at the location of Beer Road.**

- 073/21H (d) Notice of Rights of Way: Correspondence had been received previously from HCC, in relation to the fact that there were two outstanding Definitive Map Modification Order (DMMO) applications, which had been submitted by DPC in 2009 and 2012 respectively. It had been resolved at the last meeting that DPC should await to receive further updates on both applications direct from HCC, until any action would be taken. The Deputy Clerk informed members that no updates had been received since July. **Noted.**
- 074/21H (e) Denmead Neighbourhood Watch ~ Signage: The two residents who have become the new co-ordinators for Denmead Neighbourhood Watch, wish to effectively inform members of the public of the local scheme and to deter criminal behaviour by arranging the installation of Neighbourhood Watch signage in the most appropriate locations. Members were informed that this matter was still being investigated and therefore the agenda item would be considered at the next H&GP Committee meeting on 11th November 2020. **Noted.**
- 075/21H (f) Maintenance of Bus Shelters and Bus Stop Poles: Recent correspondence had been received from HCC Passenger Transport to confirm that DPC owns 11 bus shelters in Denmead. It was also confirmed that neither HCC or any bus companies were registered owners of the remaining bus shelters or bus stop poles. HCC offered however to assist with the cleaning of the remaining shelters and bus stop poles if DPC agreed. **It was unanimously RESOLVED that DPC should await to receive a comprehensive list from HCC of all the unowned bus stop poles, so that the locations could be established.**
- 076/21H (g) Royal Mail Pouch Box Street Furniture on Highway: The Chairman of this Committee informed members that he had observed the deterioration of a Royal Mail Pouch Box, (historically used by postmen for the storage of additional post), located on public land on the corner of Harvest Road. The Deputy Clerk duly reported the matter to Royal Mail to request that it should be repaired or removed. A response had been recently received from the Planning Department at WCC, in relation to the fact that Royal Mail had submitted an application to request the removal of the Pouch Box. **Noted.**
- 077/21H (h) Red Dog Bins ~ Ashling Park Greenway Entrance: The Chairman informed members that investigation had been carried out into the ownership of the bins located at the entrance of Ashling Park Greenway. It had now been confirmed that WCC was responsible for the emptying of the green dual purpose bin, which they had provided. Although DPC owns the red dog bin situated opposite, ownership of the additional red dog bin was unknown. It was established however, that Norse South East empties both red bins, at no additional cost to DPC. Members discussed that it was unnecessary for the two red dog bins to remain at the location. **It was unanimously RESOLVED that the two existing red dog bins should both be removed and replaced with a new dual purpose bin and that funding would be taken from SAGE Code 7176. It was further RESOLVED that the installation of the new bin should be re-positioned slightly down the path to prevent a congregation of bins and that the Head Groundsman would choose a suitable position.**

Correspondence:

- 078/21H (a) Speeding in Denmead and Response from Police: Correspondence had been received from local residents, in relation to recent road incidents due to speeding. An accident in Forest Road occurred during the summer, which had been reported to the Police. The new District Sgt and PCSO had been invited to attend both H&GP Committee and SNP, in respect of these issues. A response had been received from PCSO Rebecca Reed to inform they were unable to attend. She stated that it would be advisable to use Forest Road as one of the locations for Speedwatch. The Chairman confirmed that there should be no reason why Speedwatch should not start up again soon. **Noted.**

- 079/21H (b) HCC Highway Maintenance Required: Cllr Carson had recently reported a serious road defect to HCC Highways, as she encountered a major safety issue whilst riding her motorbike. She stated that a large crack and split in the road located along Lower Crabbick Lane, heading towards Forest Road, had badly deteriorated. HCC had replied to Cllr Carson to inform that her enquiry raised had been duly inspected but did not present a hazard to highway users and therefore did not require action at this time. **It was unanimously RESOLVED that the Deputy Clerk should contact HCC Highways to report the matter again, due to the fact that DPC felt that repairs were urgently required for public safety. It was also AGREED on a separate matter, that the Deputy Clerk should request that further investigation should be carried out in order to repair road damage located along Forest Road, heading towards Worlds End.**

Denmead Works Phase II:

- 080/21H (a) Flexipave ~ Ashling Greenway: Flexipave repairs to sections of Ashling Park Greeway had been carried out earlier in the year, in order to help alleviate the flooding issue. Cllrs had previously commented that they were surprised to note that the concrete edging strips had been removed during installation of the Flexipave and therefore Cllr West had agreed to visit the site to assess the works carried out. Cllr West was not present at the meeting and therefore was unable to provide a report. It was therefore agreed that this matter would be tabled on the next H&GP Agenda. **Noted.**
- 081/21H (b) Arrangement of Meeting with HCC: The Deputy Clerk informed members that she had contacted Ms Karen Wright at HCC as previously resolved, in order to request a formal meeting to discuss the funding and delivery of the whole of the Denmead Works Phase II project. Ms Wright had replied to invite two members of the parish council, together with the County Councillor to attend a site visit on 28th September 2020. A reply had then been sent to Ms Wright to inform that unfortunately the date suggested had not been convenient, although no further correspondence had been received. **It was unanimously RESOLVED that the Deputy Clerk would contact Ms Wright at HCC once again to request that a mutually convenient date should be arranged, in which any members, including Cllrs Brown and West might attend.**
- 082/21H (c) Foliage Cutting Along Greenways: An application for funding had been previously submitted to WCC in relation to the cutting back of foliage, in order to widen the existing Greenways. Further correspondence had been received, to inform that WCC were now unable to fund the works from the grant due to the fact that the Covid-19 Relief Fund could only to be used in relation to High Street and Neighbourhood Shopping Areas. **It was unanimously RESOLVED that members wished for it to be NOTED that DPC was disappointed at the recent decision by WCC.**
- 083/21H Safer Neighbourhood Panel: Cllr Brown explained that the next SNP meeting was due to be held on Thursday 22nd October 2020 at 7pm, as stated on DPC's Meetings Timetable. To confirm that the SNP meeting may be held, invitations to attend had been initially sent to Denmead's new District Sergeant, Katherine Robinson and PCSO, Rebecca Reed. A reply had been received earlier from the PCSO, but no direct contact had been received from Sergeant Robinson or any other member of the Policing Team. **It was unanimously RESOLVED that DPC would no longer be hosting SNP meetings on behalf of the Policing Team but would wish to request that the PSCO should set up quarterly Denmead Beat Surgeries for improved police presence in the village. It was further RESOLVED that correspondence should be sent direct to the District Chief Inspector, to request the reason why DPC had received no contact from the new District Sergeant, Katherine Robinson, and to explain that DPC would very much wish to meet her and that she had been invited to attend either a Full Council or H&GP Committee meeting.**

Burial Ground:

- 084/21H (a) Applications: The list of applications received since 8th July 2020 had been distributed to members for their information. **Noted.**
- 085/21H (b) Replacement of Sexton Hut Doors: The doors to the Sexton Hut had deteriorated and were in urgent need of replacement. As previously resolved, instruction had now been given for the works to be carried out. The Deputy Clerk informed that payment of the deposit had recently been made and she would therefore find out when work would commence. **Noted.**

- 086/21H c) Bin Store ~ Replacement of 4 Panels: The bin store located in the Burial Ground required the urgent replacement of 4 panels around the area. The Head Groundsman had commented that the work which had recently been carried out was to a good standard. **It was unanimously RESOLVED that retrospective approval would be given for the costings, funding to be taken from SAGE Code 8010.**
- 087/21H d) Car Park ~ Replacement of Sleepers: Members were informed that four of the existing sleepers, located in the car park needed to be replaced. Due to the costings, in respect of the Financial Regulations, three quotations would be required. One quotation had only been received so far. **It was unanimously RESOLVED that no instruction could be given until two further quotations had been received, as already sought by the Head Groundsman.**
- 088/21H e) Mapping System: It had been previously recommended that the future Burial Ground administration would benefit from access to a bespoke mapping system, such as the use of GPS. The Vice-Chairman commented that during Parish Online training, it was explained that a GPS system could be used to feed the relevant information into DPC's existing Parish Online mapping system. **It was unanimously RESOLVED that the Deputy Clerk should contact Pear Technology to request more information and to receive a quotation for costings.**
- 089/21H f) Memorial Safety Testing: Members were informed that the specialised company, Memsafe, had recently carried out Memorial Safety Testing within the Burial Ground and had subsequently submitted an Excel spreadsheet report. Information provided on the report had been in respect of memorial headstones which currently posed a health and safety risk. **It was unanimously RESOLVED that that the 24 memorial headstones identified on the report as presenting a level of high risk, should be laid down flat by the Head Groundsman, due to the fact that they would be unsafe to remain standing. It was further RESOLVED that if the Head Groundsman found he could not remove any of the memorials safely, a stone mason should be instructed.**

Finial Rings:

- 090/21H (a) Denmead Mill Finial: The next Finial on the list due to be refurbished would be at Denmead Mill, located at the junction of Old Mill Lane and the road that leads to Broadway Lane. A quotation had now been received from Handy Dave. **It was unanimously RESOLVED that instruction should be given to the contractor to carry out refurbishment, as stated in the quotation, and that funding would be taken from SAGE Code 7177.**

Flooding:

- 091/21H There were no new or outstanding matters in relation to flooding to be discussed. **Noted.**

The meeting closed 8.30 pm

The venue of the next scheduled meeting of the Highways & General Purposes Committee is to be determined, but shall take place at 7.30 pm on Wednesday 11th November 2020

Signed _____ Date _____

Ref: 074/21H ~ Denmead Neighbourhood Watch ~ Signage: Two local residents had recently become the new co-ordinators for Denmead Neighbourhood Watch. They wished to effectively inform public members of the local scheme and to deter criminal behaviour, by determining the most appropriate locations where signage may be installed.

Cllr Rusbridger, in his capacity as a local resident, addressed members on behalf of Denmead Neighbourhood Watch, as he had become one of the new co-ordinators. He advised that matters in respect of the scheme were still being invigorated by its new members, and therefore it was too early to determine the most appropriate locations where the signs should be installed.