

DENMEAD PARISH COUNCIL



Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 25th May 2022 at 7.30pm At the Old School

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

Also present: Shelley Holliday (Deputy Operations Manager).
There were 3 members of the public present.

011/23H Apologies: Apologies were received from Cllr Andreoli.

012/23H Election of a Vice-Chair: Nominations were invited to elect a Vice-Chairman of the Highways & General Purposes Committee for the ensuing municipal year 2022-23. Cllr West was nominated by Cllr Scholey and seconded by Cllr Brown. Cllr West confirmed that he was willing to serve. **It was UNANIMOUSLY RESOLVED that Cllr West be elected as Vice-Chairman of the Highways & General Purposes Committee for the municipal year 2022-23.**

013/23H Declarations of Interest: There were no Declarations of Interest to note.

014/23H Minutes of Previous Meeting: The Minutes of the meeting held on 13th April 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.**

015/23H Public Participation (S.0.3 e): The public participation session opened at 7.32pm and closed at 7.42pm.

016/23H 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 (1.3) Sponsorship Flyers: A quote was presented to Members for producing a flyer for businesses to sponsor planters (not including printing costs). After discussion, **it was UNANIMOUSLY RESOLVED that the flyer would be designed and printed in-house and distributed to businesses in person.** It could also be included in the next Denmead Scene.

**Action:
Dep Op
Mgr**

2. 13.04.22 Minute Ref 005/23H (7) Damage to gate sign: Hampshire Highways have responded to say that they will not fund the repair. After discussion, **it was UNANIMOUSLY RESOLVED that the site will be assessed for the repairs required.**

**Action:
Cllr
West**

3. Anmore final post damage: Handy Dave has notified Council of an eroded post at Anmore. The Deputy Operations Manager has requested via Hampshire County Council that the current contractor, JK Engineering, assesses the post, and has also requested a quote from another company, Signs of the Times. It was noted that the signs on top of the post must be kept safe while the post is being repaired or replaced. The Deputy Operations Manager will progress this matter.

**Action:
Dep Op
Mgr**

4. Tanners Lane Ditch: Following the last Amenities Committee meeting, Cllr Andreoli requested a discussion on the ditch owned by DPC north of Tanners Lane (from the Scout hut carpark to the new public open space) and also the ditch in the North Field. The Head Groundsman is obtaining a quote for the works. Norse have advised that Tanners Lane may need to be closed in order to clear the ditch. It was further noted that the entrance into the new public open space has not been piped, and this has been notified to WCC to be added to the snagging list. This matter will be discussed at the next Planning Committee Agenda.

5. 13.04.22 Minute Ref 006/23H (Correspondence) - Flooding ditch and trees overhanging a garden in Ludcombe: A Land Registry search has been requested regarding ownership of the ditch on Cemetery Lane. The response was that ownership of the ditch is unknown. After further discussion, **it was UNANIMOUSLY RESOLVED to consult the DPC solicitor and to apply for ownership of the ditch and potentially a small piece of land next to the ditch, so that future works on Cemetery Lane can be carried out.** It was noted that the Head Groundsman will be consulted on the additional piece of land before the application is made.

**Action:
Dep Op
Mgr**

017/23H Correspondence: The following item of correspondence was received:

1. Website correspondence received regarding speeding measures in the village: A resident has contacted DPC regarding speeding in the Well Hill area, querying what measures could be taken to reduce speeding. It was discussed that when the village gateway signs were installed, DPC was advised that there is not sufficient verge at Well Hill to install a gateway sign in this location. In addition, pinch points can only be built in areas of good visibility and speed bumps are no longer installed because they are not environmentally friendly. The residents of Well Hill have indicated that they would be prepared to contribute towards a permanent flashing sign. It was further discussed that DPC are investigating an auto-speedwatch device with monitors fixed around the village. It was agreed that Hampshire Highways will be contacted regarding permanent measures, and the Head Groundsman will be asked if Well Hill can be added to the rota to display the temporary flashing speeding sign.

**Action:
Dep Op
Mgr**

2. Veolia Lorries in the village: An email has been received from Hampshire Highways advising that there are no restrictions currently placed on Veolia lorries or other HGV vehicles using routes around the village, nor any restrictions on the weight limits of vehicles on the roads. After further discussion, it was believed that documents exist showing the routes that Veolia lorries must take to and from the Waste Recycling Centre in Waterlooville. **It was UNANIMOUSLY RESOLVED to research into this and to add this matter to the next Agenda.**

**Action:
Dep Op
Mgr**

018/23H Denmead Involvement with District Policing Team: The next Beat Surgery will be held on Saturday 11th June 2022, from 4-6pm outside the Co-Op. **NOTED.**

019/23H Denmead Phase 2 Works: A memo was circulated to Members regarding the School Crossing Works on Hambledon Road and the Forest Road traffic calming measures. Hampshire County Council are now advising that there may be issues around the traffic calming measures (three pinch points) previously agreed for Forest Road on the section between the Harvest Home pub and Home Mead. It was discussed that the reasoning behind this needs to be urgently established, and that Donna Jones (Police and Crime Commissioner for Hampshire & IOW) should be informed of the delay and the ongoing issues of speeding in the village. **It was UNANIMOUSLY RESOLVED to contact Hampshire County Council to establish why there is a delay to the agreed works so urgently needed in the village.**

**Action:
Dep Op
Mgr**

020/23H **Burial Ground:** The following matters were discussed:

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

2. 13/4/22 Minute Ref 010/23H (3.1) Cemetery Lane Resurfacing: Cllr West circulated a specification for the works required for the tender process. **It was UNANIMOUSLY RESOLVED to use the spec for the tender process, and to confirm the wording of the tender at the next meeting.**

**Action:
Dep Op
Mgr**

2.1 13/4/22 Minute Ref 010/23H (3.2) Burial Ground Carpark: Cllr West circulated a specification for the works required for the tender process. **It was UNANIMOUSLY RESOLVED to use the spec for the tender process, and to confirm the wording of the tender at the next meeting.**

**Action:
Dep Op
Mgr**

3. 2/3/22 Minute Ref 061/22H (4) Memorial Safety Testing: Correspondence was received from the owner regarding a headstone repair request from DPC to advise that the owner does not propose to undertake any repair works. **It was UNANIMOUSLY RESOLVED to remove the headstone and place it in storage at a cost to the owner.**

**Action:
Dep Op
Mgr /
HG**

4. 13/4/22 Minute Ref 010/23H (7.1) Request for footpaths in the North Field around the Cremation Plots: Cllr West circulated matting options to Members. **It was UNANIMOUSLY RESOLVED to purchase the matting in order to create safe footpaths around the cremation plots.**

**Action:
Dep Op
Mgr**

5. Headstone Alignment in the North Field: The Deputy Operations Manager has met with Colin at Norse as requested by Committee. Colin is to place markers on the field to enable stonemasons to line up headstones with all plots correctly. DPC current regulations state that headstones cannot be installed within 12 months of interment; however, Norse now recommend that this can take place within 6-9 months. The Deputy Operations Manager will amend the DPC Burial Ground Regulations. **NOTED.**

**Action:
Dep Op
Mgr**

6. Cremation Plots: The Burial Ground is running out of cremation plots. The Chairman suggested that a new Burial Ground Working Party be established in order to consider this issue; however, this suggestion was not approved. A suggestion was made to move the benches in order to create more space for plots. A discussion followed about the size of plots, considering the aesthetics of the Burial Ground and the shortage of space. A cremation “wall” was considered among other options. **It was UNANIMOUSLY RESOLVED to move the benches, to consider the space and to discuss the matter further at the next meeting.**

**Action:
Dep Op
Mgr /
HG**

7. Correspondence: The following items of correspondence were received:

7.1 Request for a family member’s ashes to go into a full burial plot with another family member’s ashes and to erect a headstone: **It was UNANIMOUSLY RESOLVED to allow the request and to await the headstone memorial application in order to confirm that it meets the Burial Ground Regulations.**

**Action:
Dep Op
Mgr**

7.2 Reserved burial plot: A resident wishes to give up his reserved burial plot for a future ashes interment into his wife’s burial plot. **NOTED.**

7.3 Welters Plots: The Deputy Operations Manager has been contacted by residents and funeral directors concerning the flooding of the Welters Plots. There has been a recent interment where a funeral director had to pump water out of the plot. The Welters company have visited the plots last year but have not provided an explanation of the water in the plots. After discussion, **it was UNANIMOUSLY RESOLVED that each Welters Plot will be pumped out prior to an interment by DPC staff, that silicon sealant will be applied to the top of each plot after an interment, and that a test will be carried out on an empty plot to establish if it can be sealed to prevent flooding.**

**Action:
Dep Op
Mgr /
HG**

The meeting closed at 9.07pm.

**The next scheduled meeting of the Highways & General Purposes Committee
will take place at the Old School at 7.30pm on Wednesday 6th July 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.