

# PARISH COUNCIL OF DENMEAD



## Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 30<sup>th</sup> June 2021 at 7.30pm At the Old School

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

Also present: Shelley Holliday (Deputy Operations Manager), Jo Hollingshead (Minute Clerk).  
There were no members of the public present.

**013/22H** Apologies: Apologies were received from Cllr Scholey.

**014/22H** Declarations of Interest: There were no Declarations of Interest to note.

**015/22H** Minutes of Previous Meeting: The Minutes of the Council Meeting held on 19<sup>th</sup> May 2021 were submitted for approval. **It was UNANIMOUSLY RESOLVED that the minutes of the meeting be accepted as an accurate record and were duly signed by the Chairman of the meeting.**

**016/22H** Public Participation (S.0.3 e): There was no requirement for a Public Participation session.

**017/22H** Matters Arising and Outstanding Matters from Previous Minutes: The following Matters Arising and Outstanding Matters from Previous Minutes were discussed as follows:

1. Replacement of Dog Bins – Dual Purpose Bins: The dual-purpose dog bin ordered for Ashling Park Greenway will be delivered in July. **NOTED.**

2. Maintenance of Bus Shelters and Bus Stop Poles: Castle Cleaning have confirmed they will clean the bus stop poles in addition to the shelters as part of their programme. The cost sent previously included shelters and is covered in the 8-week cleaning schedule currently in place. **NOTED.**

3. Denmead Speedwatch Scheme: The Speedwatch Police Co-Ordinator has been in contact with Cllr Langford-Smith to ask that the Speedwatch Scheme is started again. The Co-Ordinator advised that the Police are willing to run training sessions in Denmead, as there are several new potential volunteers. **After discussion, it was AGREED to add bringing Speedwatch back under Council to the next Highways & General Purposes Committee Agenda.**

**Action:  
Dep Op  
Mgr**

4. Speed limits in Denmead: The Police have been contacted for accident statistics for Hambledon Road and Forest Road. No response has been received. **NOTED.**

5. Fly tipping / CCTV posters: CCTV posters have been ordered and will be put up at the Goodmans Field entrance once delivered. Fareham Borough Council have been contacted regarding their recent CCTV signage campaign. A response has been received (previously circulated). **NOTED.**

6. WCC bin emptying: WCC have been contacted to request that Denmead's bins are emptied free of charge as takes place in Bishops Waltham and Alresford. A response has been received (previously circulated) stating that

WCC will only empty bins on WCC or HCC land. After discussion about the future siting of bins and the fact that Norse currently empty all village bins, **it was UNANIMOUSLY RESOLVED to ask the Head Groundsman to identify which village bins are on WCC/HCC land and which are on DPC land.**

**Action:  
HG**

7. Community Funded Initiative brochure: This has been received from Cllr Patricia Stallard (previously circulated). Cllr Langford-Smith advised Members that almost everything mentioned in the brochure has been carried out or is underway. **NOTED.**

8. Missing Verge Reflectors: A location map of the verge reflectors has been requested from Hampshire Highways. Correspondence has been received stating that they are unable to provide a map and the replacement of missing reflectors does not warrant action at this time. **NOTED.**

**018/22H** **Correspondence:** The following items of correspondence have been received:

1. A resident of Hilda Gardens has requested a sign to be erected saying "Children playing in road, slow down". As it is an offence for children to play in the road, **it was UNANIMOUSLY RESOLVED to respond to the resident to advise her that DPC is unable to erect a sign.**

**Action:  
Dep Op  
Mgr**

2. Anonymous correspondence has been received via Cllr Carson from a member of the public regarding the Harvest Home lighting. The complaint states that the string lights on the front of the pub are dazzling and brighter than the streetlights. It was discussed that Council's policy is not to respond to anonymous complaints and as the Harvest Home is private property, it is a matter for WCC Planning as to whether the lights meet regulations. **It was UNANIMOUSLY RESOLVED to respond to Cllr Carson stating that DPC cannot consider an anonymous complaint,** but if the writer provides their name to Council (who will retain the anonymity) then the matter may be referred to the Planning Committee.

**Action:  
Dep Op  
Mgr**

3. Correspondence has been received from two residents, who have asked if it is DPC's intention to erect a drop post at the Little Mead entrance to Bridge Green. A drop post is to be erected at the Great Mead entrance to Bridge Green as the larger grass area here is attractive to potential and unwanted incursions. **It was UNANIMOUSLY RESOLVED to ask the Head Groundsman to look at the Little Mead entrance and to give an opinion to Committee as to whether a drop post is also necessary at this site.**

**Action:  
HG**

4. Correspondence has been received from a member of the public regarding the accessibility for disabled people to the Village Green and requesting a dropped kerb. There was discussion about dropped kerbs being necessary in the immediate vicinity of Village Green, and the fact that Hampshire Highways have not created dropped kerbs in several other places near footpaths, including by the Vets. **It was UNANIMOUSLY RESOLVED to respond to the member of the public to advise them that DPC will ask Hampshire Highways to install a dropped kerb onto the Village Green (and by the Vets) and to contact Hampshire Highways accordingly.**

**Action:  
Dep Op  
Mgr**

**019/22H** **Denmead Involvement with District Policing Team:** There were no updates to receive. After discussion, **it was UNANIMOUSLY RESOLVED to set the date for the next Safer Neighbourhoods Panel** (October 2021) to give the District Policing Team and other relevant organisations and bodies plenty of notice to attend.

**Action:  
Dep Op  
Mgr**

**020/22H** **Denmead Works Phase II:** Cllrs Langford-Smith and Andreoli attended a meeting with Karen Wright and Damian Walsh of WCC on 11<sup>th</sup> June 2021 on site.

Cllr Langford-Smith advised Members that Ms Wright and Mr Walsh had advised that the proposal to widen the Greenways to cycle ways was not feasible as only parts of the route could be made wide enough. In addition, the widened parts would need to be maintained by DPC. Cllr Langford-Smith advised Ms Wright and Mr Walsh that DPC has already paid for flexi-paving as the surface was unusable and was told that this was an improvement rather than maintenance and so this cost was down to DPC.

Cllr Langford-Smith advised Members that Ms Wright and Mr Walsh had been shown the roundabouts and island at Hatchmore, where the planting that had been carried out under Phase I had been recently destroyed. WCC have now agreed to replant these areas in accordance with the original scheme.

Discussions also took place on the issue of speeding as the other priority in the village, including the narrowing of Hambledon Road outside the infant school. With regards to possible traffic calming measures from Inhams Lane towards the village, granite kerbstones were suggested as a visual way of slowing traffic from a 40mph zone to 30mph in the village. A suggestion for Forest Road is to create a priority for oncoming traffic system, as used successfully in Hambledon.

Cllr Andreoli asked that, finances permitting, similar works are carried out at the far end of Anmore Road, and Cllr Searle requested the same for Ervills Road in Worlds End. Cllr Langford-Smith advised that funds of £100,000 remain for Phase II works and this has been agreed by WCC.

**It was UNANIMOUSLY RESOLVED to contact Ms Wright and Mr Walsh to ask what can be done in Anmore Road and Ervills Road, Worlds End, (budget permitting), but that Forest Road and Hambledon Road remain the priority.**

**Action:  
Dep Op  
Mgr**

**021/22H** **Maintenance of the roundabouts and island at Hatchmore:** Please see the previous discussion. Remedial works have not been carried out and there is no date set for this yet.

**022/22H** **Finial Rings:** The following items were discussed:

1. The Head Groundsman was contacted to ask the Village Warden to clean the Finial Rings. He advised that the Village Warden does not have the capacity or equipment required to do this. It was noted that the Village Warden is not a member of the ground staff team and that he could drive a DPC van to undertake such duties. **It was UNANIMOUSLY RESOLVED to ask the RFO to add the Village Warden to the DPC insurance policy so that he can use a DPC van.**

**Actions:  
Dep Op  
Mgr**

2. Mark Keighley at HCC Heritage has been contacted regarding the availability of funding. He has offered to consider some of the refurbishment work on Furzeley Corner this year and has asked for more information. **It was UNANIMOUSLY RESOLVED that Cllr Langford-Smith will send this information to the Deputy Operations Manager so that funding can be applied for.**

**Action:  
Dep Op  
Mgr**

3. Handy Dave has informed Committee that he can carry out the refurbishment to the Anmore and Denmead Mill posts; however, he will not be working until mid-August due to health reasons. **It was UNANIMOUSLY AGREED to send well wishes from Committee to Handy Dave and to advise him that DPC will wait until he is well again for the refurbishments to be carried out.**

**Action:  
Dep Op  
Mgr**

**023/22H** **Burial Ground:** The following matters were discussed:

**1. Applications:** the list of applications received since 20<sup>th</sup> May 2021 were received by Committee. **NOTED.**

## 2. Correspondence:

2.1 Correspondence has been received from a member of the public asking for footpaths to be created around the cremation plots in North Field. There was discussion about the narrow space available for a path, and what type of path could be created. **It was UNANIMOUSLY RESOLVED to visit the Burial Ground to establish the requirements of the ongoing development of the site and to respond to the member of the public advising that DPC will investigate the possibility of a footpath in addition to other works.**

**Action:  
Dep Op  
Mgr**

2.2 The Deputy Operations Manager was recently approached by a member of the public regarding dog owners allowing their dogs to roam around the Burial Ground without leads. Existing signage states “No Dogs Allowed”; however, after discussion, a proposal was put forward and seconded to look for a sign stating “Dogs must be kept on leads”. The proposal was subsequently amended, and **it was UNANIMOUSLY RESOLVED to look for a sign to the effect that “Please be respectful and keep dogs on leads at all times”.**

**Action:  
Dep Op  
Mgr**

2.3 Two emails have been received from Ms Sharp regarding the 13cm owl engraving. The Operations Manager has responded to Ms Sharp advising her of the decision from the H&GP Committee meeting on 19<sup>th</sup> May 2021 (Minute Ref 011/22H (d)). Ms Sharp further questioned the decision as she believes it is not clear what DPC are offering. **It was UNANIMOUSLY RESOLVED to respond to Ms Sharp stating that as per DPC Burial Ground Regulations, Ms Sharp is permitted to have a headstone that meets those Regulations, and Committee has agreed to an owl engraving on the headstone of no more than 13cm in diameter.**

**Action:  
Dep Op  
Mgr**

3. Drainage: The Burial Ground Drainage Working Party have met with contractors White Horse and Greenacre Innovations, who specialise in cemetery drainage. Updated quotes and reports from both companies have been received (previously circulated). The quotes vary significantly in the work specifications and the cost. Cllr Andreoli gave some explanation of the work specifications and recommendations. **It was UNANIMOUSLY RESOLVED to ask Cllr West to look at the quotes and to suggest additional questions about the work proposed as this is his area of expertise, and to forward his comments to the Deputy Operations Manager so that she can request an amended quote and timescale from Greenacre Innovations.**

**Actions:  
Cllr West,  
Dep Op  
Mgr**

4. Extension of Denmead Burial Ground: The Deputy Operations Manager has been in contact with Ruth McKeown and Nikki Woodward (Hallam), as they would like to discuss DPC’s exact requirements. It was noted that Ms McKeown and Ms Woodward have already been advised that DPC wish to rent or purchase land. **It was UNANIMOUSLY RESOLVED to invite them to the next Committee meeting or to a separate meeting via Zoom.**

**Action:  
Dep Op  
Mgr**

5. Burial Ground Fees Increase: Norse have provided their burial and cremation fees increase and provided a comparison to the previous costs (previously circulated). **It was UNANIMOUSLY RESOLVED to increase the DPC Burial Ground fees to reflect Norse’s increases.**

**Action:  
Dep Op  
Mgr**

6. Memorial Safety Testing: The Deputy Operations Manager has received guidance from the ICCM on memorial safety. Unsafe headstones in the Burial Ground had been taped to alert members of the public, and a notice had been attached to each one. However, almost all the tape and notices have been removed by a person or persons unknown. ICCM guidance states that DPC need to make headstones temporarily safe via tape and notices; however, the responsibility of the headstone repairs lies with the owners of the graves, and not with DPC. Owners have been contacted at their last known addresses, but not many contacts appear to be relevant. The Deputy Operations Manager is waiting for further guidance from the Diocese.

**It was UNANIMOUSLY RESOLVED to replace the tape and signage and to photograph it in place, and to put a sign in the Burial Ground Noticeboard.**

**Action:  
Dep Op  
Mgr**

**7. Cemetery Lane resurfacing: Benlee Construction have provided a quote to carry out the pothole repairs in Cemetery Lane (previously circulated). It was UNANIMOUSLY RESOLVED to accept the quote so that this work can be carried out.**

**Action:  
Dep Op  
Mgr**

**8. ‘Headstones’ on cremation plots: The Chairman and Cllr Langford-Smith proposed that cremation plot ‘headstones’ are considered, as these are widely used elsewhere. It was UNANIMOUSLY RESOLVED to visit the site to assess what would be suitable and to ask the stonemason’s advice on the matter.**

**Actions:  
Cllrs,  
Dep Op  
Mgr**

**9. Welters’ plot cleaning: Welters have been contacted regarding cleaning of the plots (correspondence previously circulated). There was some discussion that the grounds staff could carry out the cleaning of unused plots to make them more attractive to customers. One plot owner has cleaned one of the Welters’ plots already. The plots are owned by DPC but the tablets on each plot are owned by individuals. It was UNANIMOUSLY RESOLVED to visit the site to assess what cleaning needs to be carried out.**

**Action:  
Dep Op  
Mgr**

An additional matter was raised by the Chairman, who asked that the removal of the tree stump from the ditch in North Field is removed or quotes obtained for its’ removal. This item will be added to the next Agenda.

**Action:  
Dep Op  
Mgr**

The meeting closed at 9.15pm.

**The next scheduled meeting of the Highways & General Purposes Committee will take place at the Old School at 7.30pm on Wednesday 22<sup>nd</sup> September 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 agreed or otherwise at the next meeting. Therefore, you should always check to see whether any amendments have been made.