

DENMEAD PARISH COUNCIL



Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 9th November 2022 at 7.30pm At the Old School

<u>Members:</u>	Cllr I Brown (Chairman)	(P)	Cllr N Meredith	
	Cllr K Andreoli	(P)	Cllr K Scholey	(P)
	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.

042/23H Apologies: Apologies were received and accepted from Cllr Meredith.

043/23H Declarations of Interest: There were no Declarations of Interest to note.

044/23H Minutes of Previous Meeting: The Minutes of the meeting held on 28th September 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.**

045/23H Public Participation (S.0.3 e): The public participation session opened at 7.32pm and closed at 7.42pm.

046/23H 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: Following discussion, it was established that the finial post mentioned in the Agenda is just outside of the parish boundary, and that the Forest Gate finial post is missing. **It was UNANIMOUSLY RESOLVED to contact Hampshire Highways to ask for permission to install a new post at this location.**

**Action:
CC2**

2.Tanners Ditch, Tanners Lane: Members considered the quote received from Benlee to clear the ditch. **It was UNANIMOUSLY RESOLVED to accept the quote for the works to be carried out.**

**Action:
CC2**

3.Forest Road roundabouts: Members considered the information presented to them. After discussion, it was agreed to ask the companies who have quoted to replant and maintain the roundabouts to requote to include the strip of land between the roundabouts, and to provide a breakdown of costings for replanting and maintenance. This information will be brought to the next committee meeting.

**Action:
CC2**

4.Sponsorship of Flowerbeds and Planters: The sponsorship is now complete for 2023. **NOTED.**

5. Terms of Reference: Members considered the Terms of Reference for the Highways & General Purposes committee. **It was UNANIMOUSLY RESOLVED to accept the Terms of Reference.**

6. Christmas Trees:

6.1 It was UNANIMOUSLY RESOLVED to retrospectively ratify the

purchase of a large Christmas tree for the village centre and ten smaller trees for the shops at a total cost of £190.

6.2 The ongoing cost of Christmas trees to the Parish Council was discussed. The cost is very small to make a difference to the village. **It was UNANIMOUSLY RESOLVED to accept the ongoing yearly cost and to review this after three years.**

6.3 **It was UNANIMOUSLY RESOLVED to accept that the trees are sourced each year by an event planner of the Parish Council's choosing.**

7. Christmas Tree Eco-Decoration Competition: The Parish Council's event planner has organised an eco-decoration competition. **NOTED.**

047/23H **Correspondence:** The following items of correspondence were received:

1. An email update has been received from Hampshire Police with feedback from the Beat Surgery held on 14th October. The Parish Council are grateful that regular Beat Surgeries are held in the village. **NOTED.**

2. An email has been received from HCC Street Lighting regarding an error made in the invoicing of the maintenance and energy of street lighting from April to September 2022. **NOTED.**

3. An email has been received from a resident of Well Hill requesting traffic calming measures. Please refer to the Public Participation session (Minute Ref 045/23H). Members agreed to support Well Hill residents in their endeavours if required. **It was also UNANIMOUSLY RESOLVED to move the Smiley speed sign there as soon as possible.**

**Action:
CC2**

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 048/23H (1).

048/23H **Denmead Phase 2 Works:**

1. Update on Forest Road speeding measures: An update was received from Cllr Langford-Smith to say that Hampshire County Council (HCC) are now proposing further consultation which duplicates the consultation that has been carried out by the Parish Council. Cllr Langford-Smith has contacted HCC to advise that the Parish Council has already carried out extensive consultation via the Denmead Scene, online consultation on the Parish Council Facebook page, on the Denmead Community Facebook page and on the Denmead Noticeboard, and by hand-delivering consultation documents to a large number of residents living near Forest Road. HCC are yet to respond. It was further noted that at a recent Southern Parishes meeting, two other Parishes (Bishops Waltham and Swanmore) were also facing delays with schemes involving traffic calming measures using S106 funds. Cllr Langford-Smith will pursue the matter.

**Action:
Cllr L-S**

049/23H **Denmead Involvement with District Policing Team:**

1. Autospeedwatch device: Swanmore Parish have purchased a device, despite the lack of Police support. The Committee Clerk confirmed that the cost is £549 for the device and £48 for an accompanying sign. The Committee Clerk will obtain an update from Swanmore Parish, check the wording on the accompanying sign and add the purchase of a device to the next Agenda.

2. Smiley Face Speed Sign: The purchase of a second sign was discussed, including options from alternative companies. There is £2,115.95 in Earmarked Reserves Fund (Sage Code 3011) allocated against speed limit reminder signs. The cost of the same model of sign is £2,900 + VAT. **It was UNANIMOUSLY RESOLVED to purchase an additional sign from the same company as before, in the current financial year.**

**Action:
CC2**

3. Safer Neighbourhoods Panel Meeting: The Safer Neighbourhoods Panel Meeting was held on Thursday, 27th October 2022 and the Minutes have been circulated.

NOTED.

4. ASB Funding: At the Safer Neighbourhoods Panel meeting, the Deputy Police Commissioner mentioned that DPC might be able to apply for a grant from Police ASB funds. **It was UNANIMOUSLY RESOLVED that the Committee Clerk will start the process.**

**Action:
CC2**

050/23H Burial Ground: The following matters were discussed:

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

2. Welters Plots Investigation: Members considered the alternative solutions presented to them. After discussion, **it was UNANIMOUSLY RESOLVED to cease the sale of Welters plots.**

3. Cemetery Lane Ditch: A quote was considered from Benlee to clear the ditch and associated hedge works. The Committee Clerk advised Members that a second quote had been received today from Benlee, for the ongoing maintenance of the ditch and hedge. After discussion, **it was UNANIMOUSLY RESOLVED to accept the quote to clear the ditch and associated hedge works but not to carry out ongoing regular maintenance of the ditch and hedge.**

**Action:
CC2**

4. Extension of Denmead Burial Ground: A meeting was held with Hallam Lane on 29th September 2022 to discuss options to extend the Burial Ground. Since Hallam Land are not in a position to offer land at present, it was agreed to revisit options in a year's time. **NOTED.**

5. Memorial Tree: The tree in memoriam to Maizie and Jack Jarrett has been removed but the plaque left in situ. Since the last known residence of the late Mr Jarrett was in Portsmouth, the Portsmouth cemeteries have been contacted for information, but are yet to reply. **NOTED.**

6. Norse Contract: The contract with Norse started on 1st November 2022 and will be reviewed in three months' time. **Action Complete.**

Cllr Langford-Smith left the meeting at this point to attend another meeting.

7. Amendments to Regulations: Members considered the amended Regulations, which have been reviewed in order to make them easier to understand, particularly in regard to the current confusing memorial specifications. After discussion, **it was UNANIMOUSLY RESOLVED that the Committee Clerk will make minor alterations, to include the original regulation stating that no artificial flowers may be placed on graves, to note that headstones may be installed after a period of 6 months, and to accept the Regulations once the specified amendments are complete.**

**Action:
CC2**

8. Additional Works: An update and quote was received from Norse for additional works required at the Burial Ground comprising of a new set of cremation plots in North Field, the re-establishment of the cremation plots in New Burial Ground, and the marking out and plotting of the remainder of North Field. After discussion, **it was UNANIMOUSLY RESOLVED to accept the quote for the works in New Burial Ground, and to request an amended quote for the works in North Field, to move all of the benches and to create two new sets of cremation plots, one with flat plaques and one with angled plaques.** The amended quote and a diagram of the proposed works is to be added to the next Agenda.

**Action:
CC2**

9. Benches: Members considered the option of replacing those benches that are in a bad state of repair in the interest of health and safety, and for the improved appearance of the Burial Ground. The cost per bench is £288 + VAT (dark brown, composite material bench in the same style). It was discussed that as per the resolution made at Minute Ref 050/23H (8), only the benches in Old and New

Burial Grounds should be replaced now and to delay the replacement of the benches in North Field until the bases have been re-sited. **It was UNANIMOUSLY RESOLVED to purchase replacement benches.** The Committee Clerk will put up notices on noticeboards, the website and on Facebook to advise that the benches will be replaced in the next few weeks.

Action:
CC2

10. Depth Checking: Members considered the purchase of a piece of equipment to enable DPC to carry out depth-checking when required. After discussion, **it was UNANIMOUSLY RESOLVED to purchase the equipment.**

Action:
CC2

The meeting closed at 8.52pm.

The next scheduled meeting of the Highways & General Purposes Committee will take place at the Old School at 7.30pm on Wednesday 18th January 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.