

# DENMEAD PARISH COUNCIL



## Minutes of the Highways & General Purposes Committee Meeting Held on Wednesday 24<sup>th</sup> May 2023 at 7.30pm At the Old School

<u>Members:</u>	Cllr I Brown ( <b>Chairman</b> )	(P)	Cllr P Langford-Smith	(P)
	Cllr K Andreoli	(P)	Cllr K Scholey	(P)
	Cllr A Berry	(P)	Cllr D Stallard	
	Cllr A Boccini	(P)	Cllr M Walsh	(P)
	Cllr M Clay	(P)	Cllr G West	(P)
	Cllr B Gibbs	(P*)		

\* left at 7.57pm

Also present: Jo Hollingshead (Committee Clerk).  
There were no members of the public present.

**The Chairman advised all those present of the location of the fire exits.**

- 001/24H Apologies:** Apologies were received from Cllr Stallard.
- 002/24H Declarations of Interest:** Cllr Gibbs declared a personal interest in agenda item 9.1 Autospeedwatch Device, as he is involved in Autospeedwatch at another parish council and requested to speak about it in the Public Participation session.
- 003/24H Minutes of Previous Meeting:** The Minutes of the meeting held on 12<sup>th</sup> April 2023 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.**
- 004/24H Election of a Vice-Chair:** Cllr West was nominated by Cllr Andreoli and seconded by Cllr Langford-Smith. Cllr West agreed to serve as Vice-Chair of the Highways & General Purposes Committee for the municipal year 2023-2024.
- 005/24H Public Participation (S.0.3 e):** The public participation session opened at 7.33pm and closed at 7.37pm.
- 006/24H 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:** The refurbished Forest of Bere finial post has now been installed. The Committee Clerk was thanked for her work on this. **Action complete.**
  - 2. Highways Repairs:** Residents are being encouraged to report potholes and other road defects to Hampshire County Council. **Action complete.**
  - 3. Kidmore Public Toilets:** Winchester City Council have been advised that the Parish Council is happy to continue to contribute to the costs of maintaining the facility. It was queried if the contribution is capped. It was confirmed that the cost is determined on a yearly basis, and it is a 50% contribution to the cost. **Action complete.**

4. Dog Waste Bin at Wayfarer's Green: After discussion, **it was UNANIMOUSLY RESOLVED to gather more information and to defer this matter until the next committee meeting.**

**Action:**  
**CC2**

**007/24H** **Correspondence:** Ten items of correspondence were received:

1. An email from a resident in reference to a request that Hampshire Day (15<sup>th</sup> July) is added to the Flag Flying Days, and that the Hampshire flag is flown. After discussion, **it was RESOLVED by a majority to purchase a Hampshire Flag and to add Hampshire Day to the flag flying list.**
2. A letter from a resident in reference to the persistent flooding at the junction of Kidmore Lane and Hambledon Road. The matter has been reported. **Noted.**
3. An email from Cllr Jackie Porter in reference to the extension of the Burial Ground. **See Minute Ref 010/24H (6.2).**
4. A letter from a resident in reference to road defects in Maple Drive. **Noted.**
5. An email on behalf of the widow of a recent interment, requesting to reserve the plot next to her late husband. **See Minute Ref 010/24H (5.4).**
6. An email from the Office of the Police & Crime Commissioner (OPCC) in reference to Anti-Social Behaviour (ASB) funding. **See Minute Ref 009/24H (2).**
7. An email in reference to a memorial application. **See Minute Ref 010/24H (5.5).**
8. An email notification from Hampshire Highways of changes to street lighting energy and maintenance charges from 1<sup>st</sup> April 2023. **Noted.**
9. An email from the vicar of All Saints Church in Denmead in reference to reservations at the Burial Ground. **See Minute Ref 010/24H (4.2).**
10. An email from a resident in reference to the proposed traffic calming measures on Forest Road. **Noted.**

**Action:**  
**CC2**

**008/24H** **Denmead Phase 2 Works:**

1. Update on Forest Road speeding measures: A request for the full survey data was made to Hampshire County Council (HCC). HCC have released the initial data (previously circulated to Committee). HCC will make the data available to the public in due course, once the consultation is completed. **Noted.**
2. Residents' concerns re Forest Road speeding measures: The Havant Borough Council design team and Hampshire County Council (HCC) have confirmed that it would be feasible to relocate the build-out closest to their property. This information has been communicated to the residents concerned. **Noted.**

**009/24H** **Denmead Involvement with District Policing Team:**

1. Autospeedwatch Device: An alternative location for a device was proposed on the bus stop at Well Hill. After discussion, **it was RESOLVED by a majority to locate the device on the bus stop at Well Hill.** It was previously UNANIMOUSLY RESOLVED to purchase an Autospeedwatch device (Minute Ref 058/23H (1.6) of 18 January 2023).

**Action**  
**CC2**

Cllr Gibbs left the meeting at 7.57pm.

2. Anti-Social Behaviour (ASB) Funding: It was discussed that several attempts to access the funding as previously advised by Donna Jones (Police & Crime Commissioner) had been made to no avail. **It was UNANIMOUSLY RESOLVED not to continue with this matter.**

**010/24H** **Burial Ground:** The following matters were discussed:

1. Applications: The list of applications received since April 2023 was received. **Noted.**

2. Resurfacing of Cemetery Lane and Burial Ground carpark: Members considered the tenders received and the process undertaken. In order to evaluate the tenders received, it was noted that the full information should be made available to Councillors. After further discussion, **it was UNANIMOUSLY RESOLVED to assign Cllrs West, Langford-Smith, and Walsh to progress the matter and to provide an update for the next committee meeting.** **Action: CC2**
3. New Cremation Plots: The first new set of cremation plots is now complete. **It was RESOLVED by a majority to standardise the cremation plots by allowing flat tablet plaques only. It was further UNANIMOUSLY RESOLVED to contract a second set of cremation plots when required.** **Action: CC2**
4. Burial Ground Management: The following points were considered:
- 4.1 No further double-depth plots to be dug with immediate effect - **it was UNANIMOUSLY RESOLVED not to dig any further double-depth plots until investigations into the safety of digging double-depth plots are concluded or an alternative groundworks company is found to carry out the digging of double-depth plots all year round.** **Action: CC2**
- 4.2 The ongoing reservations of adjacent single-depth plots for remaining spouses (residents only) – Denmead Parish Council’s policy is not to allow reservations as per the Burial Ground Regulations. The vicar of All Saints Church will be advised of the policy. **Action: CC2**
- 4.3 Re-openings of existing plots for a second interment OR new single-depth plots to be dug only during the guideline months of May to October – **it was UNANIMOUSLY RESOLVED to allow re-openings of existing plots or new single-depth plots during May to October only, until a solution is found to the issue of the safe digging of double-depth plots all year round.** **Action: CC2**
- 4.4 The purchase of hydraulic shoring and a grave lock at a cost of £4,140.80 + VAT for the use of any gravedigger contracted by Denmead Parish Council – **it was RESOLVED by a majority to purchase the equipment only if it can be extended to include double-depth plots.** **Action: CC2**
- 4.5 Creation of a spoil heap in the bottom corner of North Field – **it was UNANIMOUSLY RESOLVED not to create a spoil heap, and to remove the spoil to the compound at Kidmore Field.** **Action: CC2**
5. Burial Ground Administration: The following points were considered:
- 5.1 Proposed amendments to the Burial Ground Regulations in reference to the proposals/resolutions in agenda item 10.4 – **it was UNANIMOUSLY RESOLVED to defer any amendments until the issue with the digging of double-depth plots is resolved.** The Committee Clerk will advise Funeral Directors of the resolutions made in the interim. **Action: CC2**
- 5.2 A gravedigging surcharge of an additional £200 in the event of an interment of a coffin measuring more than the standard size of 6’6” x 27” – **it was UNANIMOUSLY RESOLVED to defer the surcharge until the query about the hydraulic shoring is answered.** **Action: CC2**
- 5.3 Proposed amendments to the Scale of Fees regarding gravedigging fees and surcharge for over-size coffins only – **it was UNANIMOUSLY RESOLVED to defer amendments until items 5.1 and 5.2 are concluded.** **Action: CC2**
- 5.4 A request from the widow of a recent interment to reserve the plot next to her late husband since it was not possible to dig a double-depth plot at the time of interment – **it was RESOLVED by a majority to advise that there is no process within the Burial Ground Regulations to reserve plots; however, the Parish Council will endeavour to accommodate her wishes.** **Action: CC2**
- 5.5 The response received in reference to a memorial application. The Parish Clerk will take responsibility for correspondence on behalf of committee. **It was UNANIMOUSLY RESOLVED to advise the stonemason that the Parish Council will accept memorial applications that comply with the Burial Ground Regulations. No correspondence with the family will be undertaken.** **Action: Clerk**

6. Conservation of land and extension of the Burial Ground: The following points were considered:

- 6.1 Suggestions of ways to conserve existing space at the Burial Ground – after discussion on various options, **it was UNANIMOUSLY RESOLVED to investigate alternative options. It was further UNANIMOUSLY RESOLVED that non-resident applications for full burial interments will no longer be permitted with immediate effect. Non-resident applications for burials of ashes will continue to be permitted on receipt of the appropriate non-resident fees and proof of a strong Denmead connection.** Action: CC2
- 6.2 Cllr Jackie Porter has suggested arranging a meeting with the agents of Winchester College (Hallam Land) – **it was UNANIMOUSLY RESOLVED to ask Cllr Porter to arrange a meeting.** Action: CC2
- 6.3 Alternative quotations for a preliminary ecological appraisal at Rookwood Nature Reserve have been requested after ECOSA Ltd withdrew their quote. The Responsible Financial Officer has advised that funds of £1,000 are available in Climate Change & Environmental Planning (Sage Code 5318) – **it was UNANIMOUSLY RESOLVED to progress quotes for a preliminary ecological appraisal.** Action: CC2
- 6.4 The updated plan and provisional costings for a natural scattering site at Rookwood Nature Reserve were considered – **it was UNANIMOUSLY RESOLVED to take the first step of an ecological appraisal.** Action: CC2

The meeting closed at 9.20pm

**The next scheduled meeting of the Highways & General Purposes Committee will take place at the Old School at 7.30pm on Wednesday 5<sup>th</sup> July 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.