



Medstead Parish Council

Clerk to the Council – Mr Peter Baston

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Wednesday 7th July 2021

Dear Councillor

Please note that you are hereby summoned to attend a meeting of Full Council to be held at **Medstead Village Hall** on **Wednesday 14th July 2021 at 7.30pm.**

Yours sincerely

Peter Baston
Clerk to the Council

The Openness of Local Government Bodies Regulations 2014 enables the public to record Parish Council meetings, without prior notification, by filming, photographing, audio recording or any other means. By virtue of your continued presence at the meeting it is considered that you consent to be recorded. Members of the public are requested to sign the attendance sheet, the purpose of which is to ensure compliance with Standing Orders. Unless specifically requested otherwise, names will not appear within the minutes.

COVID Information.

Medstead Parish Council face-to-face meetings are held in line with Government restrictions and public health advice currently in place. Social distancing, wearing of masks and hand sanitising and other measures and the number of the public that can be accommodated will be strictly adhered to.

If there is a large influx of the public for the meeting which exceeds the room's safe capacity, then the permitted number of attendees will not be exceeded. Therefore whilst members of the public are welcome to attend meetings of the Council, they are encouraged to make written representations on issues rather than attending in person and should contact the Clerk at clerk@medsteadpc.org in advance of the meeting.

AGENDA

1. OPEN SESSION

Members of the public are invited to speak on any topic that is or could be directly related to Council business.

After the conclusion of the open session the formal meeting of the Council will be resumed.

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTERESTS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you may have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the when the meeting discusses and votes on the matter.

4. CO-OPTION OF COUNCILLOR(S)

To receive the nominations for the vacant councillor position(s). Information attached.

5. COUNCIL MINUTES

- a. To confirm and sign the minutes of the meeting of Full Council held on 5th May 2021, previously circulated.
- b. To consider any matters arising from those minutes that is not considered on the agenda.

6. COMMITTEE MINUTES AND REPORTS

To receive the minutes of the following committees (previously circulated) with any reports from the relevant committee Chairman, and to consider any recommendations contained therein not already on the agenda:

- a. **Planning Committee held on 5th May 2021, 2nd June 2021 & 1st July 2021** (previously circulated).
 - i. **Chairman Report**
- b. **Maintenance Committee (No meeting held)**
 - i. **Chairman Report**
 - ii. **Playground Repairs.** To consider quotations received.
 - iii. **Re-valuation of Sports Pavilion and Allotment Shed.** To consider quotations received.
- c. **Finance and General Purposes Committee (No meeting held)**
 - i. **Chairman Report**
 - ii. **Social Media – Facebook.** To agree the creation of a Facebook page for Medstead Parish Council.

7. CHAIRMAN'S REPORT

8. MEDSTEAD PARISH CLERK REPORT

9. DISTRICT COUNCILLORS REPORT

To receive a report from the District Councillor(s).

10. APPOINTMENT OF COMMITTEES

- a. To approve the membership, including reserve members - Planning Committee (minimum 3 + 2).
- b. To approve the membership, including reserve members - Maintenance Committee. (4 + 2)
- c. To confirm the membership of the Finance & General Purposes Committee.

11. APPOINTMENT OF COUNCIL REPRESENTATIVES

- a. Medstead Village Hall Management Committee
- b. Parish Plan Committee
- c. Neighbourhood Plan Steering Group
- d. East Hampshire Association of Parish and Town Councils (EHAPTC)
- e. Medstead Sports Club Committee
- f. Alton Community Partnership (CPM)
- g. Medstead Allotment Association

12. FINANCIAL MATTERS

- a. **To receive and approve the Income and Expenditure report(s) for April 2021, May 2021 and June 2021.** Information to follow.
- b. **To receive and approve the Bank Reconciliation(s) as at 30th April 2021, 31st May 2021 and 30th June 2021.** Information to follow.

16. MEDSTEAD ALLOTMENTS MAINTENANCE

- a. **Shed plinth extension.**
- b. **Water tap maintenance.**

17. S106/ CIL FUNDED PROJECTS

- a. **Medstead Village Green** – To receive an update on the renovation.
- b. **Medstead Parish Office** – To receive an update on the project.

18. CORRESPONDENCE

- a. **Homestead Road Residents Group.**
- b. **Medstead Rainbows (Village Pond Enhancement).**
- c. **Single Steps Nursery St Lucy's.** Cllr Clark to provide feedback from Graduation visit.
- d. **Parliamentary Boundary Commission Consultation.**

19. COMMUNITY ENGAGEMENT – PLATINUM JUBILEE 2022

20. FESTIVE LIGHTING – VILLAGE GREEN

- a. **Risk Assessment**
- b. **Professional installation**

21. MEDSTEAD POND(S)

- a. **Five Ash Pond** - Update
- b. **Village Pond** - Update

22. COUNCIL REPRESENTATIVES

To note any reports received from Council Representatives (including Speedwatch).

Members of the public are welcome to attend meetings of the Council and its Committees.