



Medstead Parish Council

Clerk to the Council – Mr Peter Baston

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2nd November 2022

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 9th November 2022 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 meetings are held in line with current public health advice currently in place. Social distancing, wearing of masks and hand sanitising are encouraged. 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. COUNCIL MINUTES

- a. To confirm and sign the minutes of the meeting of Full Council held on 28th September 2022, previously circulated.
- b. To consider any matters arising from those minutes that is not considered on the agenda.

5. 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 - Meeting held on 28th September 2022.**
 - i. **Chairman Report.**

- b. **Maintenance Committee – Meeting held on 26th October 2022.**
 - i. **Chairman Report.**
 - ii. **Medstead Sports Club Annual Fee**
 - iii. **Medstead Allotment Shed – Fire Inspection**
 - iv. **Contracts – Annual Payment Increase**

- c. **Finance and General Purposes Committee – Meeting held on 26th October 2022.**
 - i. **Chairman Report.**
 - ii. **Parish Council Grant Application – Victim Support**
 - iii. **Parish Clerk Pay – 2022/23 Pay Award**

6. CHAIRMAN’S REPORT To receive a report from the Chair of the Council.

7. MEDSTEAD PARISH CLERK REPORT To receive a report from the Parish Clerk.

8. DISTRICT COUNCILLORS REPORT To receive a report from the District Councillor(s).

9. MEDSTEAD PARISH COUNCIL POLICY.

- a. **Medstead Cemetery Regulations**
- b. **Illegal & Unauthorised Encampments**
- c. **Playground & Recreation Area Inspection**

10. CORRESPONDENCE

- a. **Motorcycle Event.** To note the response from HCC
- b. **Hedgerow Community Funding**

11. FINANCIAL MATTERS

- a. **To receive and approve the Income and Expenditure report for September & October 2022.**
- b. **To receive and approve the Bank Reconciliations as at 30th September & 31st October 2022.**
- c. **To receive and approve the interim internal auditor report for 2022/23.**
- d. **To receive and approve the draft 2023/24 budget and precept for Medstead Parish Council.**

12. S106/ CIL FUNDED PROJECTS. To receive an update on the following:

- a. **Medstead Parish Office.**
- b. **Play Area Resurfacing**
- c. **Footpath Link to School.**
- d. **Five Ash Pond.**

13. MEDSTEAD POND(S) To receive any update on pond related issues in the Parish.

14. COUNCIL REPRESENTATIVES. To note any reports received from Council Representatives.