



# Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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9<sup>th</sup> January 2025

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 15<sup>th</sup> January at 7.30pm.**

Yours sincerely,

Julie Russell  
Clerk to the Council

## AGENDA

### **Please note:**

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.

### **1. PUBLIC PARTICIPATION**

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 public participation session the formal meeting of the Council will be resumed.**

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### **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 **11<sup>th</sup> December 2024.**
- b. To consider any matters arising from those minutes.

### **5. COMMITTEE MINUTES AND REPORTS**

To receive any minutes received from the following committees with any reports from the relevant committee Chairmen:

- a. **Planning Committee** (Last meeting held on 11<sup>th</sup> December)
  - i. **Chairman's report**
  - ii. **Planning applications**
    - a. **494325/004 Highmead, 40 Abbey Road, Medstead, Alton, Hampshire, GU34 5PB**  
[East Hants | East Hampshire District Council | Application | 179953](#)
  - iii. **Planning decisions**
  - iv. **Any other planning matters arising**
- b. **Maintenance Committee** (No meeting since last full council meeting)
  - i. **Chairman's report**
- c. **Finance and General Purposes Committee** (No meeting since last full council meeting)
  - i. **Chairman's Report**

### **6. CHAIRMAN'S REPORT**

**7. CLERK'S REPORT**

**8. DISTRICT COUNCILLORS' REPORT**

**9. FINANCIAL MATTERS**

- a. To receive and approve the Income and Expenditure reports for October-December 2024
- b. To receive and approve the Bank Reconciliation for October-December 2024
- c. To approve the council's payments for December/January 2024 since the last full council meeting.
- d. To review spend against the budget to the end of December 2024
- e. To approve moving to Octopus Energy for electricity for the pavilion
- f. To give councillors feedback on the internal audit
- g. To agree signatories for a Unity Trust bank account

**10. MOWING CONTRACTS**

To consider tenders for the mowing contracts and agree new contractor(s)

**11. CO-OPTION OF A NEW COUNCILLOR**

To agree timescales for the co-option process

**12. COMMITTEE MEMBERSHIP**

To review committee membership follow Cllr Darch's resignation and agree any changes

**13. SPORTS PAVILION LICENCE**

To get an update on the Sport's Club's meeting to discuss the licence agreement and agree next steps

**14. REVIEW OF POLICIES**

- a. To review the new Reserves Policy and consider adoption.
- b. To review and readopt the Councillor Code of Conduct
- c. To receive an update on the drafting of a Pay Policy

**15. MEDSTEAD POND(S).**

- a. To receive any updates on the Village Pond
- b. To receive any updates on Five Ash Pond

**16. SPORTS PAVILION AND PARISH OFFICE**

To update on progress and agree any matters arising.

**17. CORRESPONDENCE**

- a. Triple FFF Brewery

**18. COUNCIL REPRESENTATIVES.** To receive reports from Council Representatives, as appropriate.

- a. Speedwatch
- b. Village Hall
- c. East Hampshire Association of Parish and Town Councils (EHAPTC)
- d. Medstead Sports Club
- e. Medstead & Four Marks Neighbourhood Plan Steering Group