



# Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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7<sup>th</sup> February 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 12<sup>th</sup> February 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**

To confirm and sign the minutes of the meeting of **Full Council** held on **15<sup>th</sup> January 2025** and the extraordinary meeting of Full Council on **28<sup>th</sup> January 2025**.

### **5. CO-OPTION OF A NEW COUNCILLOR**

To co-opt a new councillor from the nominees.

### **6. COMMITTEE MINUTES AND REPORTS 2024**

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

#### **a. Planning Committee** (Last meeting held in Full Council)

##### **i. Chairman's report**

##### **ii. Planning applications**

##### **a. [EHDC-24-0037-DCON Northfield Stables, Medstead, GU34 5JF](#)**

Discharge of Conditions 4-Energy, 7-Construction Management Plan, 8-Foul & Surface Water of approved application 39646/022 - Replacement Dwelling

##### **b. [EHDC-24-0022-PIP West End Lodge Goatacre Road, Medstead, GU34 5PU](#)**

Application for Permission in Principle- Replacement dwelling with detached garage following demolition of existing dwelling.

- iii. **Planning decisions**
- iv. **Transport for the South East Draft Transport Strategy Consultation**  
To determine how the Planning Team are to complete the consultation response (by March 7<sup>th</sup>)
- v. **Any other planning matters arising**

- b. **Maintenance Committee** (Last meeting held on 29<sup>th</sup> January)
  - i. **Chairman's report**
  - ii. **Roundabout** To approve expenditure on roundabout repairs, as agreed by the Maintenance Committee, using Neighbourhood CIL money and remaining funds on S106 project 700.
- c. **Finance and General Purposes Committee** (Last meeting held on 29<sup>th</sup> January)
  - i. **Chairman's Report**
  - ii. **Annual Parish Meeting** To feed back on proposals

## 7. CHAIRMAN'S REPORT

## 8. CLERK'S REPORT

## 9. DISTRICT COUNCILLORS' REPORT

## 10. FINANCIAL MATTERS

- a. To receive and approve the Income and Expenditure report for January 2025
- b. To receive and approve the Bank Reconciliations for January 2025
- c. To approve the council's payments for January / February since the last full council meeting.
- d. To review spend against the budget to the end of January 2024
- e. To approve expenditure on CILCA training
- f. To consider a grant application from Homestart

### Councillors to vote to close the meeting to the public for the next agenda item

## 11. MOWING CONTRACTS

To approve the Maintenance Committee's recommendation on awarding mowing contracts

### Councillors to reopen the meeting to the public

## 12. SPORTS PAVILION AND PARISH OFFICE

- a. Short debrief on the handover for councillors not present
- b. To review and approve the schedule of financial payments required at completion and retention (subject to confirmation by Turnquay)
- c. To consider the architects' completion certificate (and agree his payment if invoiced by the meeting)
- d. To approve the Sports Pavilion Licence
- e. To receive updates on the following items and decide next actions or purchasing decisions where appropriate
  - i. Showers
  - ii. Electrical work
  - iii. Carpet
  - iv. Solar panels and batteries / connection to the grid / tariffs and supplier
  - v. Decorating
  - vi. Drainage and landscaping
  - vii. Transfer from Sports Club container
  - viii. Key holder requirements
  - ix. Purchase of misc. items required
  - x. To agree the position of office furniture and equipment

## 13. PAY POLICY

Working group to feed back its recommendation and proposed next steps

## 14. RE-ADOPTION OF POLICIES

To consider re-adoption of the following policies, already reviewed by the Maintenance and F&GP committees:

- a. Illegal and Unauthorised Encampments Policy
- b. Drone Policy

- c. Closed Churchyard (St Andrews) Policy
- d. Playground & Recreation Area Inspection Policy
- e. Gifts and Hospitality Policy
- f. Health and Safety Policy
- g. Grievance Policy
- h. Sickness and Absence Policy
- i. Vexatious Policy

**15. MEDSTEAD PONDS.**

- a. To report back on inspection of Five Ash Pond and agree next steps, including consideration of the EHDC Environment Improvement Fund available to Medstead.
- b. receive any updates on the Village Pond

**16. CORRESPONDENCE**

- a. Lucy Whittle, EHDC
- b. The Dell, Homestead Road
- c. Cemetery bins

**17. 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

**18. NEXT MEETING**

To raise any new agenda items for the next full council meeting on 12<sup>th</sup> March.