



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

Tel: 07711 107378

e-mail:clerk.medsteadpc@gmail.com

www.medsteadpc.org

4th September 2025

Dear Councillor

In accordance with the Local Government Act 1972, Schedule 12, Paragraph 10 (2) (b) you are summoned to attend the **Ordinary Meeting of Medstead Parish Council** for the transaction of business as set out in the agenda below, to be held at **Medstead Parish Office** on **Wednesday 10th September 2025 at 7.30pm.**

Yours sincerely

Julie Russell

Julie Russell

Clerk to the Medstead Parish Council

A G E N D A

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. OPEN SESSION

Members of the public have the opportunity to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Medstead Parish Council's Standing Orders.

2. APOLOGIES AND APPROVAL OF ABSENCES

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 room when the meeting discusses and votes on the matter.

4. FULL COUNCIL MINUTES To confirm and sign the minutes of the meeting of **Full Council** held on **13th August 2025**, previously circulated.

5. COMMITTEES 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:

- i. **Planning Committee** (Last meeting 13th August)
 - i. Chair's Report
 - ii. Minutes: To confirm and sign the minutes of the planning Committee meeting on 13th August.
 - iii. Planning Applications

a) EHDC-25-0929-HSE	9 Bluebell Gardens, Medstead, Alton, Hampshire, GU34 5FQ Single storey side & rear extension with glazed veranda	Closes 10/09/2025 (extension requested to 13/09/2025)
b) EHDC-25-1028-HSE	Melbury Hussell Lane, Medstead, Alton, Hampshire, GU34 5PD Two side /front extensions and roof alterations for the existing dwelling and extensions.	Closes 24/09/2025

iv. Planning Decision Notices

v. Planning Enforcement and Appeals – any matters arising

vi. Another other planning matters arising

i. **Maintenance Committee** (No meeting since last Full Council)

i. Chair's Report

ii. **Finance and General Purposes Committee** (No meeting since last Full Council)

i. Chair's Report

6. MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT

7. CLERK / RFO REPORT

8. EAST HAMPSHIRE DISTRICT COUNCILLORS REPORT

9. FINANCIAL MATTERS

- To approve the income and expenditure report and bank reconciliations for July 2025
- To approve the payments list for August 2025
- To receive an update on the external audit (if available)
- Update on Wake Trust Grant application
- S106 Project 227 (Medstead Four Marks GI Route) – to note availability of £550 for replacement trees
- To approve expenditure for repairs to cricket pavilion roof
- To consider allocation of cost of NSPG email address (£22)
- To agree direct debits for BT Broadband and Octopus Energy
- To request expenditure for HALC Clerk Briefing (£15)
- Budget lead-up – to receive any suggestions that need costing for the 2026/27 budget
- To approve training for new Councillors

10. COMMITTEE MEMBERSHIP AND REPRESENTATIVES

To reconsider Councillor roles now that vacancies are filled

11. PARISH OFFICE

- To consider whether to purchase a fixed phone line with the broadband
- To approve the specification of the meeting room chairs to be ordered

12. FLOWER BULBS To agree what to buy for the Village Green

13. CORRESPONDENCE

- The Snack Wagon - feedback
- Vehicle access in cemetery - follow-up
- Kissing Gate storage
- Football pitch hire
- Medieval fair / re-enactment on village green
- Armed Forces Day 2026
- Any other correspondence arising

14. REPORTS FROM COUNCIL REPRESENTATIVES

To receive reports from Council Representatives, as appropriate

- Speedwatch
- EHAPTC
- Village Hall
- Medstead Sports Club
- Neighbourhood Plan Steering Group

15. DATE OF NEXT MEETING To confirm next meeting as 8th October and agree any items for the agenda