



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

Tel: 07711 107378

e-mail: clerk.medsteadpc@gmail.com

www.medsteadpc.org

3rd October 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 8th October 2025 at 7.30pm.**

Yours sincerely

Julie Russell

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Clerk to the Medstead Parish 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 inform the Clerk if they wish film or record the meeting. 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 **10th September 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**:

- a. **Planning Committee** (Last meeting 10th September in Full Council)
 - i. Chair's Report
 - ii. Planning Applications

a) EHDC-25-1107-HSE	14 Beechlands Road, Medstead, Alton, Hampshire, GU34 5EQ Single storey rear/side extension, following demolition of conservatory. Plus, a garage conversion, a side porch, and two bay windows within the front elevation.	Closes 12/10/2025
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b) EHDC-25-0819-HSE	Medstead Grange Farm Trinity Hill, Medstead, Alton, Hampshire, GU34 5NL Re-Consultation: Conversion of garage to provide ancillary accommodation	Closes 15/10/2025
c) EHDC-25-1087-TPO	2 The Oaks, Medstead, Hampshire, GU34 5PS 1 x English Oak - Crown reduce up to 30% leaving a finished height of 10 metres and crown spread (radius) of 4 metres. 1 x English Oak - Crown reduce by up to 30% leaving a finished height of 15 metres and crown spread (radius) of 5 metres. 1 x English Oak. Crown reduce up to 30% leaving a finished height of 10 metres and crown spread (radius) of 4 metres. 1 x English Oak. Crown reduce by up to 30% leaving a finished height of 15 metres and crown spread (radius) of 5 metres.	Closes 5/10/2025 (Extension to 11/05/25)
d) EHDC-25-1130-PA3Q2	S & S Farming, Hattingley Farm Hattingley Road, Medstead, Alton, Hampshire, GU34 5NQ Prior Approval - Buildings on agricultural units to dwellinghouses use and works (a) and (b)	Closes 16/10/2025
e) EHDC-25-1116-TPO	Electricity Sub Station 19m From 5 Elderberry Way 8m From Elderberry Way, Alton, GU34 5QF T9 - Oak - Crown reduce 2-3m to the South and East side only to significantly help reduce load. Crown lift over car park to ensure 3-4m clearance. T14 - Oak - Crown lift to 2.5 meters above the footpath. T18 - Oak - Remove remaining upper crown to leave a final height not exceeding 5m. T35 - Oak - Fell due to heavy lean and poor condition. T37 - Beech - Crown lift to ensure 4 metres clearance over track. Location of trees shown on submitted plan.	Closes 16/10/2025
f) EHDC-25-1095-HSE	Temescal Castle Street, Medstead, Alton, Hampshire, GU34 5LU Proposed addition of first floor level over existing property with extensions. Plus a separate garage	Closes 22/10/2025

iii. Planning Decision Notices

iv. Planning Enforcement and Appeals – any matters arising

v. Another other planning matters arising

b. **Maintenance Committee** (Last meeting 24th September)

i. Chair's Report

ii. Allotments

iii. Cemetery fence

c. **Finance and General Purposes Committee** (Last meeting 24th September)

i. Chair's Report

ii. Local Government Services inflationary pay award

iii. Asset register

6. MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT

7. CLERK / RFO REPORT

8. EAST HAMPSHIRE DISTRICT COUNCILLORS REPORT

9. DRAGON'S TEETH

a. To consider Maintenance Committee's recommendation, select contractor and approve expenditure

b. To consider application for S106 Transport grant.

10. TREE WORK

a. To review the quotes for tree work and agree action

b. To approve use of Neighbourhood CIL or S106 Environmental grant application for tree work

11. INSURANCE RENEWAL To consider quotes for insurance renewal and agree action

12. VILLAGE MASTER PLAN To agree participation in development of a Village Master Plan with NPSG

13. FINANCIAL MATTERS

a. To approve the income and expenditure report and bank reconciliations for August 2025

b. To approve the payments list for September 2025

c. To review spend against budget

- d. To consider changing Nat West accounts

14. POLICIES

To adopt the following policies already reviewed and approved by F&GP or Maintenance Committee

- a. Lone-working risk assessment (new)
- b. Recording and use of social media at meetings policy
- c. Donated benches (new)
- d. Training (rewritten)
- e. Councillor vacancies and co-option (new)

To review and consider adopting the following new policy

- f. Policy for consulting developers (new)

15. COMMITTEE MEMBERSHIP AND REPRESENTATIVES To review Councillor roles

16. CORRESPONDENCE

- a. The Knapp
- b. Update from EHDC Community Development Officer
- c. Burial ground enquiries
- d. Any other correspondence arising

17. DATES OF MEETINGS FOR 2026

18. REPORTS FROM COUNCIL REPRESENTATIVES

To receive reports from Council Representatives, as appropriate

- a. Speedwatch
- b. EHAPTC
- c. Village Hall
- d. Medstead Sports Club
- e. Neighbourhood Plan Steering Group

19. DATE OF NEXT MEETING To confirm next meeting as 12th November and agree any items for the agenda