



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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7th November 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 12th November 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 **8th October 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 just before this meeting)
 - i. Chair's Report
- b. **Maintenance Committee** (No meeting since last Full Council)
 - i. Chair's Report
- c. **Finance and General Purposes Committee** (Last meeting 22nd October)
 - i. Chair's Report

6. MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT

7. CLERK / RFO REPORT

8. EAST HAMPSHIRE DISTRICT COUNCILLORS REPORT

9. FINANCIAL MATTERS

- a. To approve the income and expenditure report and bank reconciliations for September 2025
- b. To approve the payments list for October 2025
- c. To approve transfer of £20k (or other agreed amount) to Unity Trust from the Nat West Current Account
- d. To approve application for a credit card with Unity Trust
- e. To approve renewal of the Neighbourhood Plan Insurance with Hiscox

- f. To receive an update on grant applications for trees and dragon's teeth
- g. To consider whether to draw down additional Neighbourhood CIL money from EHDC
- h. To consider whether alternative funds should be investigated for the Wake Trust

10. BUDGET To review, agree any changes and approve the budget and precept

11. PARISH OFFICE

- a. To review quotes and agree servicing the air source heat pump
- b. To receive an update on broadband
- c. To approve payment of the security deposit and direct debit with Octopus

12. STAFFING COMMITTEE To consider whether the Council should have a staffing committee

13. VILLAGE MASTER PLAN To agree Councillor participation in a Village Master Plan

14. COMMITTEE MEMBERSHIP AND REPRESENTATIVES To agree new Village Hall representative and any other changes

15. CORRESPONDENCE

- a. Speeding on the High Street
- b. Unpaid Work Survey
- c. Any other correspondence arising

Councillors will vote to close the meeting

16. THE KNAPP

The consider and update and actions on the following:

- a. Drainage
- b. Footpaths
- c. Other matters arising

17. REPORTS FROM COUNCIL REPRESENTATIVES

To receive reports from Council Representatives, as appropriate

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

18. DATE OF NEXT MEETING To confirm next meeting as 10th December and agree any items for the agenda