



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell
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Medstead Parish Office, Roe Downs Road, Medstead, GU34 5LG

4th June 2026

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 June 2026 at 7.30pm.**

Yours sincerely,

Julie Russell

Clerk to the Medstead Parish Council

AGENDA

Please note: Members of the Press and Public are welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1)(2). 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

Residents have the opportunity to raise issues of concern or interest to ask a question

2. APOLOGIES AND APPROVAL OF ABSENCES

To record members present and resolve to accept tendered apologies

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 **Full Council** meeting held on **13th May 2026**, previously circulated.

5. COMMITTEES AND REPORTS

To receive any reports from Committee Chairs on matters arising from the last Committee meetings, and to note or approve any recommendations not otherwise on the agenda.

a. **Planning Committee** (last meeting 13th May)

(i) Chair's report

b. **Maintenance Committee**

(i) Chair's report

(ii) Pavilion roof

(iii) Electrical work

c. **Finance and General Purposes Committee**

(i) Chair's report

(ii) Increase in allotment fees

(iii) Neighbourhood CIL for 2025/26

(iv) Training expenditure on Charing Skills

6. MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT

7. CLERK / RFO REPORT

8. HCC AND EAST HAMPSHIRE DISTRICT WARD COUNCILLORS REPORT

9. NEIGHBOURHOOD PLAN

- a. To note proposal for meetings with developers/promoters
- b. To note any other updates and agree required actions

10. END OF YEAR AUDIT 2025/26

- a. To receive the internal auditor's report and note any recommendations and actions
- b. To agree and sign the Annual Governance Statement
- c. To receive, approve and sign the Accounting Statements for 2025/26
- d. To agree the dates for public right of inspection of accounts
- e. To confirm that BDO LLP is independent of Councillors

11. FINANCIAL MATTERS

- a. To approve the Income and Expenditure Report for April 2026
- b. To approve the bank reconciliations for April 2026
- c. To approve the payments list for May 2026

12. VILLAGE GREEN AND PLAYGROUND

- a. To approve the following matters recommended by the Maintenance Committee
 - i. To approve cleaning of playground equipment
 - ii. To approve replacement of the roundabout bearings
 - iii. To approve purchase of a new picnic table
 - iv. To approve the plan for getting further dragon's teeth quotations
- b. To consider any urgent matters arising from the Playground annual inspection
- c. To formally agree the position on mowing on Foul Lane

13. SPEED INDICATION DEVICES

To consider quotes for new SIDS and solar power kits for two existing devices and agree action

14. NEIGHBOURHOOD CIL APPLICATIONS

- a. To approve use of Neighbourhood CIL for the following items if approved: playground cleaning, roundabout repair, new picnic bench, SIDS, roof repair and electrical work
- b. To consider an application by MVH for landscaping work in the car park
- c. To consider an application by Medstead Cricket Club for new pitch covers
- d. To review the list of other NCIL proposals suggested by the Council and other organisations, reviewed by a working group of Councillors, and agree any actions

15. TO APPROVE COMMITTEE TERMS OF REFERENCE

- a. Planning Committee
- b. Maintenance Committee
- c. F&GP Committee
- d. Staffing Committee

16. TO APPOINT COMMITTEE RESERVES

- a. Planning Committee
- b. Maintenance Committee
- c. F&GP Committee
- d. Staffing Committee

17. COMMUNITY ENGAGEMENT

- a. To consider introducing monthly drop-in sessions
- b. To plan a stall at the village fete
- c. To consider a request to provide bins at the village fete
- d. To note any matters arising on the ABCD pilot

18. TO REVIEW AND RE-ADOPT THE FOLLOWING POLICIES

- a. Financial Reserves
- b. Safeguarding Policy
- c. Complaints Policy
- d. Investment Strategy
- e. Social Media and Email Policy

19. CORRESPONDENCE

To receive correspondence and resolve to action any matters arising as appropriate or approve delegated decisions made by the Clerk.

20. REPORTS FROM COUNCIL REPRESENTATIVES

To receive reports from Council Representatives, as appropriate:

- a. Speedwatch
- b. EHAPTC
- c. Village Hall
- d. Medstead Sports Club

21. PARISH OFFICE

To consider options for buying a Parish Office sign or an additional noticeboard at the office

22. PAVILION LICENCE FEE

To consider increasing this fee

23. FUTURE AGENDA ITEMS

To receive any requests for agenda items for consideration at the next meeting.

24. DATE OF NEXT MEETING AND CLOSE

To confirm the date of the next meeting as 8th July 2026.