



Medstead Parish Council

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

4th September 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 9th September 2026 at 7.30pm.**

Yours sincerely,

Julie Russell

Clerk to the Medstead Parish Council

A G E N D A

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 **12th August 2026**, previously circulated.

5. ELECTION OF VICE CHAIR

6. 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 prior to this meeting)

Chair's report

b. **Maintenance Committee** (no meeting since last Full Council)

Chair's report if any updates

c. **Finance and General Purposes Committee** (no meeting since last Full Council)

Chair's report if any updates

d. **Staffing Committee**

To note election of Cllr King as Chair

7. MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT

8. CLERK / RFO REPORT

9. EAST HAMPSHIRE DISTRICT WARD COUNCILLORS REPORT

10. NEIGHBOURHOOD PLAN

To consider any updates and any actions arising

11. FINANCIAL MATTERS

- a. To approve the Receipts and Payments report for July 2026

- b. To approve the bank reconciliations for July 2026
 - c. To approve the payments list for August 2026
 - d. To agree how much Neighbourhood CIL to drawn down in October
 - e. To approve payment to Vision ICT for 6 month's webhosting
 - f. To approve changes to banking mandates / new signatory following Cllr Brayford's resignation
- 12. INSURANCE** To renew Council insurance with Hiscox
- 13. NEIGHBOURHOOD CIL APPLICATION** To consider an application for funds from Four Marks Village Hall
- 14. COMMUNITY ENGAGEMENT**
- a. To consider the scope and timing of a potential 'movers and shakers' event
 - b. To consider any updates on the following:
 - i. Volunteering event on 19th September
 - ii. Drop-ins
 - iii. Newsletters
 - iv. Other matters arising from the Community Engagement Workshop
- 15. ASSET BASED COMMUNITY DEVELOPMENT** To approve a way forward for the Council's involvement with the initiative
- 16. COMMEMORATIVE PLAQUE FOR THE LATE CLLR KEMP-GEE** To consider dedicating the new picnic table to Cllr Kemp-Gee
- 17. CORRESPONDENCE** To receive any correspondence and note actions arising
- 18. REPORTS FROM COUNCIL REPRESENTATIVES** To receive reports from Council Representatives
- a. Speedwatch
 - b. Village Hall
 - c. EHAPTC
 - d. Medstead Sports Club
- 19. DATE OF NEXT MEETING AND CLOSE**
- To confirm the date of the next meeting as 14th October 2026 and consider any future agenda items