



Medstead Parish Council

Minutes of the Full Council Meeting of Medstead Parish Council – Wednesday 13th January 2021. (Held virtually on Zoom platform)

Present: Cllrs. Deborah Jackson, Charles Clark, Georgy Fuzzard, Andrew Jackson, Ken Kercher, Mike (Ja) Smith & Mike (Jo) Smith.

Also in attendance: District Councillor Jonathan May and Peter Baston (Parish Clerk).

ACTION

21.001 OPEN SESSION

- i. Cllr. Clark outlined the issue regarding the recent mature tree felling at Woodlea Farm in Medstead which, after being notified by the Medstead tree warden scheme, had been referred to EHDC and the Forestry Commission to consider if any action needs to be taken against the person responsible.
- ii. Cllr A Jackson advised that most of the cut wood from the fallen trees had now been removed by residents

21.002 APOLOGIES FOR ABSENCE

None

21.003 DECLARATION OF INTERESTS

None.

21.004 COUNCIL MINUTES

- i. Subject to two typographical amendments, the minutes of the meeting held on **9th December 2020** were proposed as a true record by Councillor Kercher seconded by Councillor Mike (Jo) Smith and will be signed by the Chairman in due course.

**Cllr Deborah
Jackson**

ii. Matters Arising:

Minute #	Full Council Meeting Date	Action	Assigned to	Status	Comments
20.032	Feb-20	Festive Lighting		On Hold	Electrician and Clerk have undertaken a complete check of all the electrics and the issue appears to lie with the electrical resistance of the lights themselves, which are shorting on the damp trees. Three trees can still be illuminated, the others have been disconnected at present. Due to cost of replacing/upgrading lighting no further action to be taken in 2020.
20.045 iv	Apr-20	Set up a meeting with EHDC /HCC / School for possible safe path from car park	Clerk	On Hold	Future project requiring other actions to be completed first
20.055 (i)	May-20	New PC Councillor(s)	F&GP	On Hold	Two new councillors required to fill vacancies. On hold due to COVID. Status being reviewed at each F&GP meeting
20.073 (iii) d	Jul-20	New Medstead PC web site/e mail addresses	Clerk	Outstanding.	Second draft web site received from Visionict and reviewed by Clerk and Cllr. Andrew Jackson. Comments responded to Visionict. E mail addresses awaited. Completion is imminent with roll out by the end of January 2021. Training undertaken by Clerk and Cllr Mike (Ja) Smith on 10th December.
20.098(iii)	Sep-20	Signage at wildflower meadow.	Maintenance Committee	Outstanding.	To be considered further once Wildflower Meadow restoration work has been undertaken
20.111 (iii)		Clerk to contact URC about use of building as possible Men's Shed	Clerk	Outstanding.	URC written to again by Clerk. No further information from URC as at January 2021.
20.111 (v)	Oct-20	Cllr D Jackson to follow up possible extension of footway from Bowls Club to 30mph sign with HCC.	Cllr D Jackson	Outstanding.	Cllr Deborah Jackson raised at HCC Developer funded highway improvements meeting (15 Dec 2020) - Agreement in principle. Cllr Deborah Jackson agreed to follow up with HCC Councillor Kemp Gee for an update on whether he had made any progress on making contact with the local landowner regarding the possibility of a parcel of land being made available for an extended path alongside Roe Downs Rd.
20.135 (v)	Nov-20	F&GP to review the Council Risk Register	F&GP	Outstanding.	To be reviewed at a future F&GP meeting
20.139(i)		Cllr Mike (Jo) Smith to source quotes for six signs (pedestrians on road)	Cllr Mike (Jo) Smith / Clerk	Outstanding.	Signs ordered and awaited from supplier. Three further sites were identified by Cllr Mike (Jo) Smith and the Clerk was asked to order an additional three signs in addition to the two signs already on order. The Clerk was further asked to contact the Parish Plan Committee to see if funds could be made available from their residual funds.
20.139(iv)		Clerk to chase HCC Cllr Mark Kemp-Gee regarding the additional Speedwatch sign poles	Clerk	Completed	
20.142 (i)		Cllr Deborah Jackson to sign November FC minutes	Cllr Deborah Jackson	Completed	
20.143 (i)		Clerk to contact Parish On Line to take forward the one month free trial	Clerk	On Hold	On hold until the new year due to Clerk's competing priorities
20.143 (ii)		Clerk to contact Paul Grace to confirm hedging quote and to approach EHDC councillor for Grant	Clerk	Completed	
20.143 (ii)	Dec-20	Clerk to contact Day work contractor to ascertain whether he would be able to plant the seven new trees	Clerk	Completed	Day work contractor would not be doing this task and instead agreement is required from Council to retrospectively approve the labour only quote of £390 plus vat (plus and additional £90 for digger hire) from Paul Grace. Trees ordered from Mill Farm Plants as per the agreed quote.
20.143 (iii)		Clerk to source quotes for new bench to replace the damaged bench on the Green. Maintenance Committee to decide	Clerk / Maintenance Committee	Completed	On Full Council agenda
20.15 (i)		Clerk to ask day work contractor to take forward various action at the Village Pond and Souldridge Pond	Clerk	Completed	Work order(s) given
20.15 (iii)		Clerk to contact Ian Hampshire regarding a new quote for dredging the Five Ash Pond	Clerk	Outstanding.	With Cllr Clark, met with Mr Hampshire at the pond and a quote will be forthcoming. Following the meeting with the site manager of the adjoining new development, a request has been made for a further quotation for dredging the pond.
20.15 (iii)		Clerk to get all Council land not currently with a Land Registry Title to be registered.	Clerk	Outstanding.	Forms completed and would be returned to Land Registry shortly.

21.005 COMMITTEE MINUTES AND REPORTS

i. Planning Committee

The minutes of Planning Committee of 9th December 2020 had been circulated prior to the meeting.

Chairman's Report

Nothing of any note other than a long conversation via Zoom with Simon Thomas, the FMPC Planning Chair and Nick Stenning, the Chair of the Joint Steering Group. This encompassed for me a lot of the history concerning local planning and Nick is certainly very knowledgeable on the subject. A further Zoom meeting to be arranged.

Notably, as most of you are aware, the appeal lodged in respect of 68/70 Lymington Bottom Road has been dismissed by the Planning Inspectorate on the 7th January 2021. This is very good news indeed and one would hope that any further applications in respect of this site would be more in keeping with the surrounding properties.

On a cautionary note, I think we should be prepared for applications from the William Lacey Group in respect of land off Boyeswood Road and also following the "opportunistic" tree removal, at Woodlea Farm.

ii. **Maintenance Committee**

Chairman's Report

There has been no meeting of Maintenance Committee since the December Council meeting. Most of the matters within the Committee's remit on which there have been developments are referred to in the Clerk's Report so I will not repeat them here.

At the December Council meeting it was agreed to purchase seven replacement trees for the Green and the Cemetery extension from Mill Farm Plants at a cost of £879.50. It was subsequently established that, because of their size, their planting would not be able to be carried out by the Council's day work contractor. P J Grace had previously quoted a cost of £390.00 to undertake the planting of smaller trees. He agreed to maintain this price for planting the larger specimens, although the use of a mechanical digger would be needed at an additional cost of £90.00. In order not to delay the planting these costs were agreed under delegated powers, and Council is asked to approve this action. The total cost of the trees and their planting is £1,359.50 + VAT. The outcome of an application for EHDC Councillor funding is awaited. This was approved by Council. The trees would be planted on 14th January.

It was reported that the dragon's teeth alongside Roe Downs Rd had now been installed.

Cllr Deborah Jackson raised a concern that the trees which had fallen in the recent storms had not been separately identified in the recent tree survey and the Clerk was asked to contact Alderwood Consulting to find out why, especially given that both appeared diseased.

Clerk

Cllr Kercher asked for Council approval for the replacement of a bench on the Green which was beyond repair and it was agreed that the Clerk should order a "Marmax" bench with a plaque with wording as per the existing bench, as the preferred sourced quote. Funding for the bench would be applied through a EHDC District Councillor grant

iii. **Finance and General Purposes (F&GP) Committee**

Chairman's report.

No meeting held since last meeting of Full Council. Future meeting(s) will monitor the requirement for co-opting two replacement councillors (currently on hold pending meeting in person), new council procedures for communications with the press and for conducting risk assessments for activities performed by councillors, and the Village Hall lease.

21.006 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

Together with the Clerk, continuing to review requirements following the regular movements through the Covid-19 Tier system, to "Lockdown 3" (effective from 5th January).

Erected (and removed) Parish Council Christmas tree, repairing and reinforcing as required throughout the gales.

Fenced off and organised removal of fallen trees (Cemetery and adjacent to playground)

Responded to Press in relation to outcome of recent Planning Appeal (Bakkehuset, Lymington Bottom Road).

21.007 MEDSTEAD PARISH CLERK REPORT

Have continued to monitor any updates in respect of the new Coronavirus legislation.

Day Work Contractor been tasked with fencing work at Soldridge Pond, identified work at Medstead Village Pond and planting of shrubs at Village Hall. Two trees fell during strong winds over Christmas and with thanks to the Chair, P J Grace were brought in to remove the timber. Minor damage to one old grave stone. The trees in question, were both rotten but appear not to have been identified on the recent tree survey. Will be contacting Alderwood Consulting to find out the reason. The question of repair costs to the damaged grave was discussed and it was agreed that given the age of the memorial in question (circa 1900), it is unlikely that a relative of the deceased could be found and that the repair would be borne by the Parish Council and be undertaken at the next "topple test" of the memorials in the Cemetery in the future. Cllr Andrew Jackson suggested that the remaining [part of the fallen tree which is still standing be removed to open up the area. This was agreed by Council and would be looked at further by the Maintenance Committee. Seven new trees have been sourced and will be planted once received by P Grace.

**Maintenance
Committee**

Parish office construction request for expression of interest from companies has now ended (closing date was 4th January 2021) with 8 companies having expressed an interest. Four companies have been shortlisted by Cllr Kercher and Cllr Mike (Jo) Smith and will be invited to tender. The specification and tender papers have been drafted and will be submitted to those companies shortly. The unsuccessful companies will be notified accordingly.

New picnic bench to replace the damaged one by the Green BBQ has just been delivered and will be fitted shortly by Day Work Contractor.

Sourced quotes for new notice board at Greenstile and contacted FMPC regarding a possible replacement at Lymington Barns.

Hedging on one boundary at wildflower meadow has now been planted by P Grace. Some concern from the local residents about the hedge which they claim could block the view across the nearby countryside.

Have been in contact with EHDC regarding S106 generic funds for projects which at present is not available due to an on-going audit of S106 funds.

Have been pressing Visionict for a speedier resolution to the completing of the work for a new Medstead PC web site and new e mail addresses. Should be completed by the end of January.

Cemetery Activity

None.

Village Green Booking(s)

None.

21.008 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

District Cllr Thomas submitted the following report.

East Hampshire DC officers have been actively involved in many covid related activities, they are doing the data input for the vaccination centres, making contact and offering help to vulnerable people whilst managing to keep up the normal council functions. The covid marshals that are to be found in our town centres have been redeployed from other jobs. Their numbers fluctuate depending on need and they work in pairs. They are focused on the town centres and are checking in with businesses, answering questions and offering advice when needed. They are being interactive with residents too but do not have any enforcement powers. If there is a situation where crowd dispersal for example is needed they would need to call the police, they also pass on information to the police.

Please for the sake of our whole community abide by the current rules and act responsibly so that infection rates can be brought under control .

I together with Janet Foster and others attended a highway's meeting where the major subject of discussion was the junction at 5 lanes and the flooding problems there together with school children crossing. We have all been aware for several years of the dire problems with flooding whenever there is heavy rain. Many thanks to the parents who have been trying to clear the drains and to our wonderful lollipop lady Anna. We are gathering information to try to get a permanent solution that works to stop the problem, if you have photographs to share please send them to myself or the parish office. We would ask anyone who has a drain or ditch in the vicinity to please keep it clear we need to stop as much water as possible from arriving at the crossroads. Take great care where you park too at school drop off and collection times so that you do not cause problems to others or damage the edges of ditches. There will be traffic officers issuing parking fines on a regular basis.

The parking problems at Medstead school were also discussed and further investigations into any possibility of creating a path along Roedowns Road will be retried. The parking at both schools is such a major problem that any ideas you may have would be most welcome.

Over the new year period we were very disappointed by the vast number of trees that were destroyed. Trees absorb so much water and help to stop flooding taking decades to get to be mature, chopping them down takes such a short time and alters the environment for us all. Some trees were damaged in storms and needed to be made safe, but let's think about making them safe not killing them completely. I know EHDC Councillor Diana Tennyson has been very active and will always be happy to offer advice.

The food cupboard has been a great success and I would like to thank Jonathan for being involved in setting it up, a very good use of his councillor grant money. Many people have benefitted and it's open to all as a way of preventing food from being wasted. Open on Thursday afternoon at 3.30 for about an hour. If you'd like a box contact the Four Marks community cupboard Facebook page and

a names box will be put up for you to collect. When you arrive at cogs just say your name and the box will be put in front of you and the helper will step back. All free and open to all from our three villages.

District Councillor May mentioned that he still had funds available in his grant pot for environmental projects.

District Councillor May also mentioned that he will be following up with EHDC Democratic Services regarding the promised new councillor training which has as yet, not materialised.

21.009 CORRESPONDENCE

Alton Foodbank. This communication was noted by Council.

21.010 FINANCIAL MATTERS

- i. **To receive and approve the income and expenditure report for December 2020.** This were reviewed and proposed by Cllr Mike (Ja) Smith, seconded by Cllr Ken Kercher and agreed by Council.
- ii. **To receive and approve the bank reconciliation(s) as at 31st December 2020.** These had been reviewed prior to the meeting by Cllr Mike (Ja) Smith and were proposed by Cllr Mike (Jo) Smith, seconded by Cllr Ken Kercher and agreed by Council.

21.011 S106/CIL FUNDED PROJECTS

- i. **Medstead Village Green.** The Cricket Club have continued to spray citronella on the area near the barbecue where renewed damage to the turf has occurred. Further damage has now been noted below the bottom goalposts on the football side of the Green. It has been suggested that crows may be responsible for some of this damage as well as badgers. This appears to confirm the need for further treatment during the coming Spring and Summer, and discussions are on-going with the contractors Southern Ground Care Ltd. A grant from S106 funds has already been agreed for work during 2021.
- ii. **Village Hall Car Park Extension.** Planting has now been completed and no further activity is anticipated on this project as the car park is now open
- iii. **Medstead Parish Office.** Four companies have been shortlisted from nine expressions of interest from companies. Tender specifications and application form have now been sent out with a return date of 22nd February 2021 and will be evaluated thereafter by F&GP Committee. Non short-listed companies have also been contacted accordingly.

**F&GP
Committee**

21.012 MEDSTEAD VILLAGE PONDS

- i. **Medstead Village Pond.** The day work contractor has carried out most of the assigned work, with the exception of the fence treatment which will be undertaken in the drier months.

iii. **Five Ash Pond.** The Clerk and Cllr Clark met with the neighbouring developer who has confirmed that all verges damaged will be reinstated at the end of the build. The adjoining boundary will also be reinstated to its former course with a boarded fence installed thereon.

Three companies have been approached to provide a quotation for the dredging and fencing at Five Ash Pond. Closing date for return of quotations is 12th February which will be considered by Council thereafter.

Full Council

21.013 COUNCIL REPRESENTATIVES

- i. Cllr Deborah Jackson submitted the following report on the HCC Developer Funded Highways Priorities meeting on 21-Dec-2020.

Key points relating to Medstead Parish:

- HCC confirmed that improvements to Boyneswood Road/A31 junction are not possible and agreed that it was important that a joined-up approach was used that supported the Parish Councils and EHDC when it comes to commenting about traffic capacity at the junction (this has not always been the case when planning applications have been received for large-scale developments)
 - Reports have been received of a new traffic volume survey having been conducted at the Boyneswood Road/A31 junction. This has not been commissioned by any of the Councils (prospective developer?)
 - Reversal of priorities at the Lymington Bottom Road bridge should be taking place Q1 2021, at which time requirement for additional road markings to prevent blocking of side roads will be considered.
 - Feasibility study for extension of a “country footpath” (rather than tarmac pavement) along Roe Downs Road from Bowls Club to speed derestriction (approx.) to be completed.
 - Next meeting Q2 2021
- ii. Cllr Mike (Jo)Smith reported that whilst there was not any Speedwatch activity due to Covid restrictions, the SLR sign is being displayed in the parish.
 - iii. Cllr Mike (Ja) Smith commented that whilst there was not any news from the Medstead Allotment Association, he would contact his members to ascertain whether any District Councillor funding projects could be considered before the year end.

There were no further matters to discuss and the meeting was closed at 9.10pm.

Signed Chairman

Date.....