



# Medstead Parish Council

## Minutes of the Full Council Meeting Wednesday 1<sup>st</sup> June 2022.

**Present:** Cllrs. Deborah Jackson (Chair), Charles Clark, Graham Bennell, Charles Clark, Georgy Fuzzard, Ken Kercher, Phil Quinlan & Mike (Ja) Smith.

**Also in attendance:** EHDC District Councillors Jonathan May & Diana Tennyson & Peter Baston (Parish Clerk).

### ACTION

#### 22.073 OPEN SESSION

- i. Cllr Fuzzard raised a concern over the strimming of the ashes section of the Cemetery.

#### 22.074 APOLOGIES FOR ABSENCE

Cllrs. Andrew Jackson, Mike (Jo) Smith and & EHDC District Councillor Ingrid Thomas.  
Approved.

#### 22.075 DECLARATION OF INTERESTS

None

#### 22.076 COUNCIL MINUTES

- i. The minutes of the Full Council Meeting held on **11<sup>th</sup> May 2022** were proposed as a true record by Councillor Ken Kercher seconded by Councillor Mike (Ja) Smith and was signed by the Chairman.

#### ii. Matters Arising:

Minute #	Full Council Meeting Date	Action	Assigned to	Status	Comments
20.098(iii)	Sep-20	Signage at wildflower meadow.	Maintenance Committee	On Hold	To be considered further once Wildflower Meadow restoration work has been undertaken
21.082(iii) c	Jul-21	Clerk to set up a Facebook account as an information tool	Clerk	On Hold	
21.142 (iii)	Nov-21	All councillors to consider being a Trustee for the Mulcock Charity	All councillors	On Hold	Cllr Deborah Jackson reminded Councillors to give further thought about becoming a Trustee.
21.168(iii)	Dec-21	Cllr Mike(Jo) Smith to contact HCC about flashing speed sign	Cllr Mike (Jo) Smith	On Hold	Waiting for feedback from School
22.027 (v)	Mar-22	Cllr Mike (Ja) Smith to seek views on speed reduction	Cllr Mike (Ja) Smith	Outstanding	Email sent awaiting a reply
22.056(iii)	May-22	Cllrs Clark, Fuzzard and Bennell to attend fete and man stand.	Cllrs Clark, Fuzzard & Bennell / Clerk	Outstanding	Fete to be held on 9th July
22.060 (iii)		F&GP Committee to consider new reserve for legal costs	F&GP Committee	On Hold	Will be considered at October budget meeting

#### 22.077 COMMITTEE MINUTES AND REPORTS

##### a. Planning Committee

##### Chairman's Report

On Thursday 26th May, Cllr Phil Quinlan attended the EHDC Planning Comm meeting at Penns Place to deliver the MPC objection to 25256/048 planning application in respect of the 45 houses proposed on the land to the rear of Brackenbury Gardens and Boyneswood Close, Medstead. My thanks to him for doing this as I was unable to do so, owing to prior personal commitments. I am pleased to report that on 27th May I received confirmation from EHDC that this application had a been refused. This is indeed good news. However, even before the decision was handed down, the William Lacey Group have lodged a formal appeal. So it's not over yet.

On the 6th June Cllr Quinlan and I are attending at Penns Place in connection with the Four Marks Large Development Site Workshop. Details of this will follow in due course.

b. **Maintenance Committee**

i. **Chairman's Report.**

Maintenance Committee met on 25th May and the minutes of that meeting have been circulated.

Councillor Mike (Jo) Smith was elected Chairman of the Committee.

The Committee's Terms of Reference and the Memorial Inspection Policy were referred to Council for approval (Items 10.a.ii and 10.h on the Council agenda).

The Committee considered whether any options were available to reduce the deposit of sediment in Five Ash Pond (Minute 22.33). Since it appeared that much of the sediment was washed off surrounding fields and then deposited in the pond via the adjoining roads, the Committee concluded that there was no effective action that could be taken, and that periodical dredging of the pond would have to continue.

The Committee considered any steps that might be taken to make unauthorised access to the Green more difficult for groups of "travellers" (Minute 22.31). The outcome of investigations will be reported to Council.

- ii. **Green Entrance Barrier.** The Clerk had contacted Chawton Parish Council requesting information on their car park entrance gate and three potential companies had been identified. It was felt that the cost of a new entrance gate far outweighed the need given the ease in which any potential trespasser could enter the Green area and no further action would be taken.

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

i. **Chairman's report**

Cllr Deborah Jackson welcomed Cllr Mike (Jo) Smith on to the Committee and passed thanks to Cllr Kercher for his many years as Chair of the Maintenance Committee.

The letter to the neighbouring property would be re delivered by the Royal Mail following an earlier attempt and would also be hand delivered by Cllrs Deborah Jackson and Charles Clark.

**Cllrs D.  
Jackson  
and Clark**

ii. **Medstead Village Hall Lease**

This had now been reviewed by the Medstead Village Hall Committee who were broadly in agreement and would be writing to the Clerk shortly.

iii. **Medstead Village Green Hire Agreement**

This item would be deferred to the July Full Council meeting.

**Full  
Council**

- iv. **Parish Clerk Contract.** Following the review by F&GP Committee of a revised and updated contract in line with NALC guidelines, it was proposed by Cllr Clark, seconded by Cllr Mike (Ja) Smith that the revised contract be agreed and was signed by the Chair and Clerk.

## **20.078 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT**

Cllr Deborah Jackson thanks ed the Council for inviting her to remain as Chair for a further year. Generally, it had been a quiet month apart from the work associated with the Jubilee celebrations.

Grateful thanks were passed for those councillors and members of the community for the recent litter pick in the area.

The planters at Greens tile had been replanted by the Chair and asked Council if spring bulbs should be planted at locations in the Parish. Council agreed and Cllr Clark would source suppliers and get quotes for the bulbs.

**Cllr Clark**

## **22.079 MEDSTEAD PARISH CLERK REPORT**

Further work undertaken on the 2021/22 audit, now approved by Council and submitted to PKF Littlejohn (external auditor)

Instructed Sawscapes to repair play area gate.

Instructed P J Grace to repair grass area on football pitch.

All wooden play equipment cleaning now complete.

Tree survey booked for 29<sup>th</sup> June

Liaised with Cricket club and contractor over the length of the grass being cut

Dealt with damage caused by contractor in Cemetery to some ashes graves.

Arranged for fallen tree on FP14 to be moved.

Spoken with Clerk to Chawton over the security entrance gate to their car park.

Updated several policies for Council consideration.

### **Cemetery Activity**

Grant of burial rights x 2

Burial ashes x 2

Memorial inscription x 2

### **Village Green Booking(s)**

Medstead Cricket Club. Between 23<sup>rd</sup> April and 11<sup>th</sup> September inclusive.

Under 12 Football - Saturday Morning (May 7, 14, 21, 28 & June 4, 11, 18 & 25)

Medstead Gardeners Club – 7<sup>th</sup> May

Medstead Summer Ball 18<sup>th</sup> June.

Medstead Village Fete 9<sup>th</sup> July

## **22.080 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT**

Cllr May mentioned the forthcoming meeting on 6<sup>th</sup> June at EHDC regarding Four Marks South large development site workshop. Both Cllr Clark and Cllr Quinlan would be attending on behalf of Medstead PC.

Cllr May would be attending the Jubilee celebrations at both Medstead and Four Marks and was asked to unveil the commemorative bench on Medstead Village Green.

## **22.081 CORRESPONDENCE** The following items were noted by Council.

- i. Homestart Hampshire
- ii. CA East Hampshire

**22.082. MEDSTEAD PARISH COUNCIL POLICY** The following terms of reference were agreed by Council being proposed by Cllr Mike (Ja) Smith and seconded by Cllr Fuzzard and additionally the following policies were re-adopted by Council, being proposed by Cllr Clark and seconded by Cllr Kercher.

- i. Terms of Reference
  - a) Planning Committee
  - b) Maintenance Committee
  - c) Finance & General Purposes Committee
- ii. Financial Regulations
- iii. Standing Orders
- iv. Fixed Asset Register
- v. Risk Assessment
- vi. Investment Strategy
- vii. Memorial Inspection

The GDPR Policy would be reviewed at a later date.

#### **22.083 FINANCIAL MATTERS**

- i. The **income and expenditure account** for May 2022 was reviewed by Council and were approved.
- ii. Due to the timing of the meeting, the **bank reconciliation(s)** as at 31<sup>st</sup> May 2022 would be rolled forward to the July Full Council meeting.

#### **22.084 S106/CIL FUNDED PROJECTS**

- i. **Medstead Village Green.** The aeration and fertilisation work has now been postponed until the autumn. Unless there is a recurrence of chafer beetle grubs leading to further surface damage by foraging animals, then annual aeration and fertilisation would seem to be the only continuing operations necessary to maintain the improved quality of the Green.
- ii. **Medstead Parish Office / Pavilion Expansion.** The pace with which the EHDC Planning Dept are dealing our application is painfully slow. The Clerk, having recently enquired as to progress, was advised that they needed details of the car parking arrangements, which I believe they may already have had. Details have since been sent to EHDC. In addition, MPC are still awaiting details of CIL funding from EHDC and the Clerk is in the process of asking our EHDC Councillors to investigate this delay.
- iii. **Footpath Link to Medstead School.** No further update at present.

#### **22.085 MEDSTEAD VILLAGE PONDS**

- i. **Five Ash Pond.** The remaining chestnut fencing to encircle the Pond has now been delivered to the contractor who would be installing in the next couple of weeks.
- ii. **Medstead Village Pond.**  
No further update

#### **22.053 COUNCIL REPRESENTATIVES**

##### **Medstead Village Hall.**

Cllr Quinlan reported that the fire escape at the Hall had now been repaired. Also, the defibrillator had been installed but the Medstead Village Hall Committee were concerned

about possible vandalism. This was considered to be a remote possibility and given that the old machine had not been damaged, no further action was necessary. Cllr Quinlan asked if a further CCTV could be considered and was asked to contact the Village Hall Committee to submit a formal request.

**Neighbourhood Plan Steering Group (NPSG)**

On 12 May I attended a meeting of the NPSG, at which a free ranging discussion took place regarding Design Codes which may have to be updated in respect of our Neighbourhood Plan. A further meeting to be arranged. It was further suggested that MPC should write to our MP, Damian Hinds, outlining our real concerns about housing numbers and the threat of Large Site Developments in the FM and M Parishes and the ruination of villages.

Additionally, pointing out the housing numbers do not take into account the location of the SDNP within the EDHC boundary, which effectively doubles the housing numbers outside of the park boundary. A wording to be agreed.

There were no further matters to discuss and the meeting was closed at 8.45pm.

**Signed Chairman .....** **Date.....**