



Medstead Parish Council

Minutes of the Full Council Meeting Wednesday 10th August 2022.

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

Also in attendance: District Councillor Diana Tennyson, six members of the public & Peter Baston (Parish Clerk).

ACTION

22.101 OPEN SESSION

- i. A member of the public asked what is being done to tackle the overgrown nature of the village pond. He was advised that this would be discussed later on the agenda.
- ii. A further member of the public outlined an issue which is ongoing along Homestead Road regarding the property known as "Greendrift", which has been granted planning permission for a replacement dwelling by EHDC. There had been a large number of lorry movements along the bridleway depositing a huge amount of hardcore on the site and damaging the surface of the bridleway, as well as endangering pedestrians and horse riders who regularly use the bridleway. She reported that contact had been made with EHDC and HCC, the former having visited the site and were aware of the issue but she was seeking support from the Parish Council in getting the issue resolved.
Cllr Clark advised the meeting that Medstead PC do not have any powers under statutory legislation in this respect (EHDC are the lead on such enforcement issues) and EHDC do not routinely keep Medstead PC up to date with such issues.
Cllr Clark suggested that on a monthly basis, that the attendees at the meeting, update Medstead PC on the latest position in order that the Parish Council can also keep pressure on EHDC to address the issue in an effective manner.
- iii. EHDC District Councillor mentioned that bat boxes are available through EHDC and encouraged Medstead PC to place such boxes on the Green and elsewhere on parish council owned land. This was agreed and the Clerk was asked to contact Cllr Tennyson accordingly. **Clerk**
- iv. Cllr Kercher asked if there are any plans to install a new royal mail box at the Handy Store following the removal of the previous box from the now demolished hardware store. Cllr Deborah Jackson informed the meeting that the Royal Mail are in the process of getting a new box installed.
- v. Cllr Kercher reported that the waste bins had not been emptied and the Clerk was asked to contact Idverde accordingly. **Clerk**
- vi. Cllr Kercher asked for an update as to why the bottle bank had been removed from the Village Hall car park. This was covered in the Chairman report (see below).
- vii. Cllr Fuzzard reminded the meeting that there will be a memorial service for ex councillor Jean Penny on 13th August and all are welcome to attend.
- viii. Cllr Bennell reported that vehicles are believed to be parking overnight in the Village Hall car park. It was agreed that until the lease is signed, this remained the responsibility of Medstead Village Hall.
- ix. Cllr Deborah Jackson mentioned that a "no overnight parking" sign had become detached from the post and required fixing. **Clerk**

- x. Cllr Deborah Jackson asked for the old seats which had been replaced required removing from site by the day work contractor. Clerk
- xi. Cllr Deborah Jackson mentioned that a communication had been received for a commercial enterprise to run a mobile refreshment outlet on the Green. The Clerk was asked to contact the enquirer to get further information which would then be brought back to F&GP Committee for consideration at their next meeting. Clerk / F&GP Committee

22.102 MEDSTEAD VILLAGE HALL LEASE SIGNING.

This would be undertaken at a separate point in time at a date to be arranged by the Clerk. Clerk

22.103 APOLOGIES FOR ABSENCE

EHDC Cllr Jonathan May.

22.104 DECLARATION OF INTEREST

None

22.105 COUNCIL MINUTES

- i. The minutes of the Full Council Meeting held on **13th July 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
21.168(ii)	Dec-21	Cllr Mike (Ja) Smith to contact HCC about flashing sign at school.	Cllr Mike (Ja) Smith	Completed	Clerk contacted school and Cllr Kemp-Gee.
22.060 (iii)	May-22	F&GP Committee to consider new reserve for legal costs	F&GP Committee	Outstanding	Will be considered at October budget meeting
22.078	Jun-22	Cllr Clark to source bulb suppliers	Cllr Clark	Outstanding	
22.087 (i)		Clerk to contact Day Work Contractor to fit a new bolt on to the Cemetery water cupboard	Clerk	Completed	
22.087 (ii)		Cllr Mike (Jo) Smith to identify signs to be cleared of undergrowth and then for Clerk to contact Parish Lengthsman for his next visit (14th September)	Cllr Mike (Jo) Smith / Clerk	Outstanding	
22.087 (iii)		To check ease of access through existing kissing gates for mobility scooters	Clerk	Outstanding	Three gates have been identified as having disability access and the Clerk would check to see how they are operated.
22.091 (ii)		Clerk to procure two warning signs for play area	Clerk	Completed	
22.091 (ii)	Jul-22	Clerk to source two further quotes for dragons teeth alongside Hussell Lane / Green boundary	Clerk	Completed	
22.091 (iv)		Maintenance Committee to review the recent tree survey	Maintenance Committee	Completed	
22.091 c (iii)		Clerk to send invitation to MVH Committee to sign MVH Agreement	Clerk	Completed	
22.091 c (iv)		F&GP Committee to consider the existing Green agreement for certain events	F&GP Committee	Completed	
22.091 c (v)		Clerk to contact EHDC regarding S106 funds availability	Clerk	Completed	
22.098 (ii)		Cllr Clark to contact Hampshire Drawing Services regarding Building Regulations for Pavilion	Cllr Clark	Completed	
22.098 (iii)		Clerk to contact HCC regarding footpath link from MVH to School	Clerk	Completed	
22.099		Maintenance Committee to consider Pond Working Group suggestions	Maintenance Committee	Completed	

22.106 COMMITTEE MINUTES AND REPORTS

a. Planning Committee.

Chairman's Report

In my last report I advised that on 12 July I would be attending the Planning Hearing at Penns Place in respect of the proposed Travellers site at Lower Park Farm, Abbey Road, Medstead (58352). This I did and spoke before the EHDC Planning Comm in support of the neighbouring Parishes in objecting to the application and asking for refusal. The legal representative for Wivelrod residents group spoke very well and was certainly more effective than council for the applicant. Originally, the hearing was scheduled to last two days, but the applicant through their legal representative were unable to provide details of the personal circumstances of travellers involved. Hence HMG's Inspector had little choice but to conclude the hearing after one day, with a further date in September to be arranged.

On 22 July I attended the site visit by EHDC Planning Comm members in respect of the 112 houses proposed to the west of Longbourn Way, as an observer (58788/1). I feel it was important that the visit was held as it gave the Committee members some first-hand knowledge of the site and the obvious difficulties that this planning application highlights. It was indeed fortunate that when the Councillors were in the field which constitutes the site, a deer popped out of a hedge and a Councillor was heard to remark “.....this is certainly countryside...”.

Subsequently, on 27 July I attended the EHDC Planning Committee meeting in respect of the above application (58788/1) and addressed the Committee in support of the MPC original objection to this application last March. A representative from SMASH also spoke and I am pleased to report that after discussion amongst the Councillors, they unanimously voted 12 -0 to support the Planning Officer in refusing this application. This is in addition to the earlier EHDC decisions to refuse planning in respect of the “pig farm” (39009/008) and Lymington Barns (23291/029). One might expect appeals?

Cllr Clark further reported that the Neighbourhood Plan Steering Group had submitted to EHDC a question on design codes for any new developments in Medstead & Four Marks, to ensure that they are consistent with the overall EHDC Design Code strategy. A response is awaited.

b. **Maintenance Committee**

Chairman’s Report. The Committee had met on 27th July 2022.

Tree Works. Following receipt of the tree survey, the clerk had drawn up a draft specification for the work which had been identified as being required on health and safety grounds. This was agreed by Council and the Clerk was asked to source quotations for the work.

Clerk

Wildflower Meadow Signage A quotation has been received for two signs on an existing post at Trinity Hill with a third sign on the gate leading into meadow. Additionally a further sign is required to comply with legislation at the children’s play area. It was agreed that these be ordered with the cost being offset by an application for EHDC Councillor funding with the application being sent to Cllr Tennyson.

Clerk

Dragons Teeth. These are required to fill remaining gap between the Village Green and Hussell Lane to prevent vehicle access. The Clerk had sourced quotes which were considered by Council and it was agreed that the quote from P J Grace be accepted subject to the cost of an amendment to the specification required. The Clerk was asked to progress this work.

Clerk

Children’s Enclosed Play Area. Following concerns over the uneven surface of his area, the Clerk has sourced quotations which were considered by Council. Six firms had been asked to submit a quotation but only two have done so. An additional quotation is normally required but the Clerk was asked to contact EHDC regarding the necessity given that S106 is being applied for in respect of the project. The Clerk was asked to take this forward.

Clerk

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

i. **Chairmans Report.**

Business Continuity, Code of Conduct and Disciplinary Policies reviewed without change.

Following agreement of EHDC to release the necessary held S106 funding, quotations have been sought for the resurfacing of the junior playground and gym equipment.

Clerk asked to commence process for identifying suitable architect for the Parish Office/ Pavilion Improvements.

Following Fete Committee's reluctance to complete the (no-fee) Hire Agreement for the Village Green, it was agreed that some of the existing terms were not fully applicable, and the best way forward was to draft a revised agreement for presentation to Full Council.

ii. **Medstead Village Green Agreement.**

The revised Village Green hire agreement for community style events was reviewed. Cllr Kercher asked about the requirement of having a £10 charge for inflatables but it was agreed that the Clerk would speak with the insurance company over the use of inflatables at events and also an additional clause would be inserted in the Agreement

Clerk

20.107 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

And so the hot, dry weather continues, extending beyond the traditional start of the rainy season otherwise known as the first day of the school holidays!

At present Southeast Water have not implemented a hosepipe ban for Hampshire, but it is probably only a matter of time. It has been interesting hearing about the ways that the keen gardeners of Medstead have been saving and recycling water.

Glass collection still appears to be an issue, with some areas of the parish not having been collected by EHDC since the end of May. Communications between EHDC and residents (myself included) has produced a variety of explanations, but always the response that glass will be collected on the next scheduled date. This has been exacerbated by the failure to regularly empty the local communal bottle banks, and then in the last week, without any announcement, completely removing the facility at Medstead Village Hall. It appears that the nearest facility is in Four Marks, although at the time of writing this was overflowing across the car park. It is hoped that our District Councillors will be able to provide a response. The Clerk was asked to contact EHDC to express disappointment over the current status of glass collections in the area.

Clerk

There is to be a memorial service for Jean Penny on Saturday 13th August at 12.00 in St Andrew's Church. Jean served as a Parish Councillor for a number of years, and I know that those of us who knew her still miss her gentle approach and the perspective she brought to Council meetings. I am advised that anyone who wishes to do so is welcome to attend.

22.108 MEDSTEAD PARISH CLERK REPORT

- i. Sourced quotes for the Dragons teeth along Hussell Lane / Green boundary.
- ii. Sourced quotes for the enclosed play area surfacing.
- iii. Drafted a specification for tree work following the recent tree survey.
- iv. Successful in securing (in principle) EHDC S106 funding for the play area project.
- v. Sourced architects to draw up building regulations and specification for the Pavilion project.
- vi. Further liaison with the external auditor regarding the 2021/22 audit.
- vii. Reviewed three policies for Council approval.
- viii. Wrote to EHDC Licencing Committee regarding closure of FFF brewery outside space, requesting reasons for decision.
- ix. Contacted HCC Cllr. Kemp-Gee regarding flashing sign for school and also the footway from the car park to the school.

Cemetery Activity

Memorial inscription x 1

Grant of Burial Rights x 2

Burial x 1

Memorial Wall plaque x 1

Village Green Booking(s)

- Medstead Cricket Club. Between 23rd April and 11th September inclusive.
- Under 13 Football - Wednesday evenings 6pm to 8pm every week starting on the 31st August through to the 28th September. (5 weeks in total).

PARISH ONLINE. It was agreed that the use of Parish Online would cease due to the duplication of effort and information held and the software and information was not being fully used by the Council.

22.109 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

Many of you will have seen that it has been decided that the local plan review will be going back to consult on the Reg18 plan. This is because so many government planning rules have changed and so it is worth reconsulting on Reg18 before going further. This means that in the autumn you will be able to comment on what comes forward for the revised plan. It is vital that when the plan is eventually submitted that it should pass the inspection.

The leader of the EHDC Richard Millard is arguing vigorously with the government that the numbers of houses across the district should be evened out. He agrees with us that having a huge chunk of the district (the National Park bit) taking too few houses it puts too much strain elsewhere. Of course, the National Park also needs more houses and can't build them.

There has been much debate about the settlement policy boundary of late. It was discussed in detail at the recent committee to decide upon houses behind others off Boyneswood Road, the committee decided with local residents that countryside was countryside in planning term whenever it is outside the SPB. Our Neighbourhood Plan being the most recent document and both agreed, inspected and voted on is the relevant document for the most up to date SPB.

The decision to refuse two of the three applications off Lymington Bottom Road is welcomed. The third one will come to committee in the near future, as that is also outside the SPB I think it is likely to be refused for similar reasons.

During the hot weather and the rising number of covid cases the bin men have been trying to start work much earlier although they are still short of crews. You can keep up to date with the latest situation by looking on the Easthants.gov.Uk website and signing up for alerts. Otherwise please leave your bin out and they will come but perhaps a day later than usual.

Cllr. Diana Tennyson has been working hard with the environmental group to ensure the right verges are preserved for our exceptionally rare orchids that we are lucky enough to have on some of them. There will be an orchid walk in the near future which should be very interesting. There has also been considerable work done with the protection of trees, we have a number of tree wardens who notice problems with trees as they walk around the village. If you would like to become one, please contact Diana.

22.110 MEDSTEAD PARISH COUNCIL POLICY

The following policies were re-adopted by Council:

- i. Business Continuity Plan
- ii. Code of Conduct
- iii. Disciplinary Policy

The Tree & Hedge policy would be reviewed further by Maintenance Committee.

**Maintenance
Committee**

22.111 CORRESPONDENCE The following items were noted by Council.

- i. EHDC Local Plan Survey
- ii. HCC 20mph speed limit consultation

22.112 FINANCIAL MATTERS

- i. The **income and expenditure account** for July 2022 was reviewed by Council and approved.
- ii. The **bank reconciliation(s)** as at 31st July 2022 having been checked by a non-signatory councillor were reviewed by Council and approved.

22.113 S106/CIL FUNDED PROJECTS

- i. **Medstead Village Green.** No further update at present.
- ii. **Medstead Parish Office / Pavilion Expansion.** Medstead Parish Council had been successful in the application for CIL funding for the project of up to £150,000, subject to a couple of conditions.
The Clerk had sourced quotations from three architects for the building regulations to be drawn up along with a specification to allow the Parish Council to go out to tender. Only two had been received as at the date of the meeting and it was agreed that a third quote is required, this would be considered by Council at a new date.
It is envisaged that the appointed architect will also project manage the build. So the 3 year planning clock has started but realistically I do not see work starting until early 2023, but the project should be viewed as a success and culmination of 3 years hard work.
- iii. **Footpath Link to Medstead School.** Cllr Kemp-Gee had reported that the feasibility for the scheme is progressing at the moment. The HCC engineer met with Medstead School recently who are very supportive of these works and HCC hope to have costs etc shortly and to then get these schemes passed across to Delivery for construction.

Full Council

Additionally, Cllr Kemp-Gee reported that he had spoken with HCC about flashing warning signs on the approach to Medstead School. He reported that that this is

very doable (subject to usual caveats of no significant objections on grounds of urbanisation, availability of power, etc).

A further update is awaited from Cllr Kemp-Gee on both of these issues.

22.114 MEDSTEAD VILLAGE PONDS

- i. **Five Ash Pond.** No further update.
- ii. **Medstead Village Pond.**

The comments from the working group have been considered by Maintenance Committee at their meeting and the Clerk was asked to draw up the specification of works for the day work contractor to carry out the tasks.

Clerk

22.115 COUNCIL REPRESENTATIVES

Medstead Village Hall.

The first meeting of the Medstead Village Hall committee after the election of new officers was held on 19th July with a good attendance.

After some discussion it was decided to produce and sign the meeting minutes in real time and to post them securely online for member’s reference.

The draft lease is now available for signing except for a question over car park lighting to be progressed by Chair of the Village Hall Committee. The lease to be jointly signed, cannot be formalised until the existing is de vested by the Charity Commission.

Defibrillator – spare batteries were again discussed and as the technical manual is misleading, any requirement will be further checked.

The MVH financial audit was completed satisfactorily.

The safety of the windows and roof with regards to cricket ball damage was further discussed and an approach will be made to the Cricket Club for a potential joint grant application.

A survey of MVH signage was undertaken with many redundant signs from the gent’s toilet now removed.

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

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