



Medstead Parish Council

Minutes of the Full Council Meeting Wednesday 28th September 2022.

Present: Cllrs. Deborah Jackson (Chair), Georgy Fuzzard, Ken Kercher, Phil Quinlan, & Mike (Jo) Smith.

Also in attendance: Peter Baston (Parish Clerk).

ACTION

22.116 OPEN SESSION

- i. Cllr Kercher reported that vandals had attacked the Village Green notice board and it now requires to be repaired. The Clerk had already contacted the day work contractor to see if this would be possible and awaits his report.
- ii. Cllr Fuzzard reported that the cemetery water cupboard roof requires re-felting and the Clerk was asked to contact the day work contractor to undertake the necessary repairs. Clerk
- iii. Cllr Quinlan asked about responsibility for the flag pole and was advised that it had been previously agreed with the Medstead Village Hall Committee that they would retain operational responsibility with Medstead PC being the owner. New flag purchase would be considered at the next F&GP meeting. F&GP Committee

22.117 APOLOGIES FOR ABSENCE

Cllrs. Graham Bennell, Charles Clark, Andrew Jackson & Mike(Ja) Smith. All approved.

22.118 DECLARATION OF INTEREST

None

22.119 COUNCIL MINUTES

- i. The minutes of the Full Council Meeting held on **10th August 2022** were proposed as a true record by Councillor Ken Kercher seconded by Councillor Mike (Jo) Smith and was signed by the Chairman.

ii. Matters Arising:

Minute #	Full Council Meeting Date	Action	Assigned to	Status	Comments
21.142 (iii)	Nov-21	All councillors to consider being a Trustee for the Mulcock Charity	All councillors	Outstanding	Cllr Deborah Jackson reminded Councillors to give further thought about becoming a Trustee.
22.060 (iii)	May-22	F&GP Committee to consider new reserve for legal costs / car park mtce	F&GP Committee	Pending	Will be considered at October budget meeting
22.078	Jun-22	Cllr Clark to source bulb suppliers	Cllr Clark	Part Outstanding	It was agreed that the bulbs as identified by Cllr Clark at a cost of £31.66 be purchased by the Clerk and for the Medstead Gardening Club to be asked to see if they would be interested in undertaking the planting thereof.
22.101 (xi)	Aug-22	Clerk to contact mobile food van operator for more information. F & GP to then consider further	Clerk / F&GP	Outstanding	The Clerk had written to the proprietor of the mobile food van operator and a response is awaited. The Clerk was asked to chase and if no response is received then this action will be closed off

22.120 COMMITTEE MINUTES AND REPORTS

a. Planning Committee.

Chairman's Report

Since the last meeting on 12th August it has been relatively quiet on the Planning front. The only issue that I am aware of is the ongoing problems at "Greendrift" in Homestead Road. Local residents continue to seek guidance from EHDC as to whether there is a breach of planning and or Health and Safety regulations. At our

last meeting on the 10th August, I did agree to be kept up to date on the position, by the local residents, but stressed that it was EHDC who were the Planning Authority in this matter and not MPC.

b. Maintenance Committee

- i. **Chairman's Report.** The Committee has not met.
- ii. **Children's Enclosed Play Area.** Three quotations had been received and were considered by Council. It was agreed that the Clerk would contact Sawscapes Play Ltd, being a local company who had quoted, to ascertain whether there is any movement in their quotation. If there is no flexibility, then the quotation from Redlynch Leisure be accepted for the enclosed play area with Sawscapes Play being asked to undertake the Adult Gym area matting replacement and the Clerk was asked to take this forward. **Clerk**
Funding for the project would be funded from S106 funds held by EHDC and the Clerk was asked to apply for the funds from EHDC.
- iii. **Tree Works.** Three quotations had been received and were considered by Council. It was agreed that the quotation from Green Frontiers Garden Care Ltd be accepted and the Clerk was asked to take this forward with the company. **Clerk**
- iv. **Village Green Maintenance.** Following advice received from the contractor, the treatment of the Green would now take place in early Spring 2023 rather than October 2022 as the nitrogen element would be wasted by being applied in the Autumn.

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

- i. **Chairmans Report.** An extraordinary meeting of F&GP was held on 2nd September to review the current position and agree the next steps with the Pavilion project. It was agreed that a working group comprising representatives from the Parish Council, Sports Club and Village Hall Committee be created to help agree the future use strategy of the building, which is one of the requirements for the release of EHDC- CIL funding for the project.

20.121 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

It is with much sadness that this month required the activation of the "Death of Monarch" Policy, with the following actions being taken by the Parish Council (other councillors credited in brackets):

Thursday 8th September:

Union flag at half-mast (Cllr Bennell)

Liaised with St Andrew's PCC and agreed procedure to be followed.

Friday 9th September:

9am Met with Church Wardens and members of PCC to set up Book of Condolence in St Andrew's Church

Parish Council "Statement" written & posted on website (Clerk) and other social media platforms

Confirmed timings/ protocol for raising & lowering of flags

Cancelled Full Council (scheduled for 14th September)

Saturday 10th September:

11 am Flag raised to full mast in line with Proclamation at St James' palace (Cllr Bennell)

Agreed timing for reading of Proclamation to “cascade” via HCC and EHDC before MPC and advertised via Church and social media.

Sunday 11th September:

3pm Reading of the Proclamation, followed by three cheers for the King (+ Cllrs Bennell, Kercher, Fuzzard and Jackson)
Return of Union flag to half-mast.

Sunday 18th September:

8pm Area adjacent to Village Hall and flagpole made available for members of the public wishing to join together for the national “Moment of Silence” in memory of the late Queen. Advertised on EHDC and MPC websites (Clerk)

Tuesday 20th September:

Union flag returned to full mast.

Wednesday 21st September:

Book of Condolence “closed” and collected from Church.

Aside from recent national events, I have received confirmation from EHDC that no kerbside glass collections are anticipated for at least six months and that there is no intention of replacing the bottle bank at the Village Hall, even on a temporary basis.* Neighbouring Herriard Parish Council have been in touch to publicise their Eco Fair to be held on 1st October at Herriard Green. There will be speakers on topics related to sustainable living, energy and wildlife, and the event is open to all.

(The Clerk advised the meeting that earlier on the day of the meeting, EHDC had confirmed that kerbside collection would in fact recommence in October.)*

22.122 MEDSTEAD PARISH CLERK REPORT

Dragon’s teeth contract let for Hussell Lane / Green boundary. Work commenced in early September.

Due to the quotes already received exceeding £25k for the enclosed play area surfacing, have had to submit a request for quotations on to the Government Contracts Finder.

Closing date for further quotes being 9th September. To be considered by Full Council on 28th Sept.

Specification for tree work submitted to six companies. Closing date for quotes being 9th September. To be considered by Full Council on 28th Sept.

Parish Office. Sourced further architect to draw up building regulations and specification for the Pavilion project. To be considered by Full Council on 14th Sept.

Completion of 2021/22 audit by external auditor. To be signed off by Full Council.

Renegotiated mobile phone contract with Vodafone, reducing month cost by almost £10 plus vat.

Met with Chair regarding pond work and have drawn up a specification for the day work contractor to undertake the work.

Undertaken initial budget work for 2023/24 in preparation for October F&GP meeting.

Cemetery Activity

None.

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)

Medstead Village Fete 8th July 2023 (provisional).

22.123 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT (Cllr Ingrid Thomas)

I was lucky enough to be invited at very short notice to hear the Proclamation of King Charles 111, this was an event of very mixed feelings both of sadness for the passing of one era and the hopefulness of starting a new. The rules, regulations and protocols of the proclamation and events were endless. I am sure others wish our new King every success. Yesterday I was invited to Treloars College for the opening of their new forest school learning space and the new staff accommodations block. The Countess of Wessex attended and I was so impressed by the way in which she spoke to every child and showed infinite kindness and interest in each one. I'm sure the day will live long in the memories of those affected.

Meanwhile back on the ground we are once again in the process of Reg 18 for our local plan, we seem to be back a couple of years but with all the changes that have occurred it is probably a good thing to do. Although with many more changes apparently in the pipeline will we be able to finish the plan this time? You will be asked to give your views on the new draft plan which is due in November, please make sure you look at it and make your opinions known through the consultation mechanism. That is the only way to be heard. I am very happy to help answer any questions when the time comes but currently have not seen the draft or been asked about it.

We can expect our previous and maybe more developers to come forward with options but let's hope they have the curtesy to wait until the options are chosen by residents before they submit plans. The coming forward of site applications too early was how we got into the problems we currently contend with, traffic, environmental issues and drainage for example are not always as good as they could have been had a comprehensive scheme been given time to develop.

As ever bins are in the news, I have been told that glass collection is about to resume, indeed some glass boxes were emptied near me this week, but not all!

The move to new offices in Petersfield is happening fairly soon now and should make for a more efficient and eco-friendly way of working. Hopefully more officers will be present in the building so better able to answer questions.

22.124 WEIGHT LIMIT – MEDSTEAD PARISH

Following confirmation from the parish councils of Four Marks, Bentworth, Beech & Ropley regarding their support for a weight restriction through Medstead, the Clerk was asked to contact Hampshire County Council and HCC Cllr. Kemp-Gee to take this forward.

Clerk

22.125 MEDSTEAD PARISH COUNCIL POLICY

The following policy was re-adopted by Council:

i. Tree & Hedges Policy

The following risk assessment was reviewed and adopted by Council

- ii. Medstead Pond(s) Risk Assessment.** It was further agreed that a life belt should be considered to be purchased for Lower Soldridge Pond and the Clerk was asked to review the previous report for the Pond consultant to ascertain whether this was recommended.

Clerk

22.126 CORRESPONDENCE

- i. Stand up for The North Hampshire Downs – AONB.** This was noted by Council but Cllr Kercher asked if CPRE could be contacted to ensure that the boundary could include the strategic gap north of south Medstead.

Clerk

22.127 FINANCIAL MATTERS

- i. The **income and expenditure account** for August 2022 was reviewed by Council and approved. It was further agreed that due to the cost of the agreed tree surgery (see 22.120 b (iii) above), that budget cover would be required to cover the cost and a virement of budget from the following underspending budget heads be made:
Footpath maintenance (£500),
Day work contractor (£500) and;
Play equipment budget (£585).
The Clerk was asked to take this forward.
- ii. The **bank reconciliation(s)** as at 31st August 2022 having been checked by a non-signatory councillor were reviewed by Council and approved.
- iii. The **external audit AGAR report (PKF Littlejohn) for 2021/22** was reviewed by Council and noted that the Clerk had written to the internal auditor asking for views on the comment made by the external auditor regarding the restating of the 2020/21 figures.
- iv. Council noted the **SAAA external audit contract opt out option** but agreed to remain as the current position.

Clerk

22.128 S106/CIL FUNDED PROJECTS

- i. **Medstead Parish Office / Pavilion Expansion.** An Extraordinary Meeting of the F&GP took place at the Pavilion on the morning of Friday 2 September, when details of the architects asked to tender for the next stage were given by the Clerk including possible terms of reference, costs etc. Some clarification was needed in respect of structural engineer's report charges. A third architect had submitted their proposals before the full Council meeting and Council, compared the three quotes received and agreed that MJH Architects be given the contract and the Clerk was asked to set up a meeting with the company.

Clerk

It was further agreed that a "working party" be set up to include representatives from the MVH and the Sports/Cricket Club and at that meeting a working brief would be discussed/decided. It was hoped that if everything came together we might anticipate building work starting with 12 months.

Working Group

- ii. **Footpath Link to Medstead School.** A further update is awaited from HCC Cllr. Mark Kemp-Gee.

22.129 MEDSTEAD VILLAGE PONDS

- i. **Five Ash Pond.** No further update.
- ii. **Medstead Village Pond.** The Clerk has instructed the day work contractor to carry out the tasks as per the agreed specification.

22.130 COUNCIL REPRESENTATIVES

- i. **Medstead Village Hall. (Cllr Quinlan)**
The Medstead Village Hall committee met on 7th September with a good attendance. The meeting was lengthy but productive.
Normal Maintenance continues as planned but costly capital expenditure over the next year is highly probable incl. hall lighting, cricket ball protection, and heating boiler.

An audit of the kitchen facilities showed an adequate supply for meetings and events throughout the year.

The accounts have returned to a healthy state after the lock downs with income now greater than outgoings. Increased costs in fuel costs is a potential issue, but MVH has a fixed 3 year agreement ending April 2023 with the gas service provider. However, an initial investigation into previous bills indicates that this has not been implemented.

The subject of hirer id being checked for events was considered necessary and will be kept as standard practice. It was agreed to increase the marketing of the hall to a wider audience.

The next village hall committee meeting will be on 11th October with the AGM on 29th November 2022. Full Minutes of MVH committee meetings are available if required.

ii. Medstead Sports Club. (Cllr Kercher)

The Cricket Club finished the season in third position in Division 5 North-East of the Hampshire Cricket League, winning 9 matches and losing 5, but missing out on promotion back to Division 4. The Sunday team enjoyed the season but were less successful, winning one of the 15 friendly matches that they played.

The Tennis Club have held the Finals Day of their club competitions, with 10 matches being contested. The Bowls Club are anticipating an increase in playing activity, with members from other local clubs joining to use the Medstead all-weather green when grass rinks elsewhere are closed for the winter.

The Table Tennis Club are resuming activities this month after their summer break, and both Monday and Wednesday Badminton Clubs are continuing to enjoy their sport.

iii. Speedwatch

Cllr Mike (Jo) Smith reported that due to the lack of volunteers, the team had only been out on a few occasions and new volunteers are urgently required.

THE FULL COUNCIL SCHEDULED FOR 12th OCTOBER 2022 HAS BEEN CANCELLED. THE NEXT FULL COUNCIL MEETING WILL BE HELD ON 9TH NOVEMBER 2022.

There were no further matters to discuss and the meeting was closed at 8.50pm.

Signed Chairman Date.....