



# Medstead Parish Council

## Minutes of the Full Council Meeting Wednesday 8<sup>th</sup> February 2023.

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

**Also in attendance:** Four members of the public & Peter Baston (Parish Clerk).

### ACTION

#### 23.014 OPEN SESSION

- i. Three prospective candidates for the forthcoming EHDC local elections introduced themselves.
- ii. A member of the public, being a representative of the Medstead Fete Committee, asked whether the Fete storage shed, which is currently attached to the Pavilion building, would be reinstated as part of the planned changes and that the equipment held, would be securely accommodated during the work. He was informed that this would be the case with a new wooden shed structure of similar proportions being constructed.
- iii. Cllr Clark outlined a recent communication he had received regarding gravel being laid on Homestead Road by the owner of the property known as "Greendrift". Whilst the Parish Council have no powers to act as regards taking action, he has advised that any such incident should be reported to HCC as the responsible authority for the bridleway (copied to EHDC Enforcement), to take the necessary action.
- iv. Cllr Clark also mentioned a further communication received regarding the property known as "Keri" on Abbey Rd, where it had been reported to Medstead Parish Council about the alleged unlawful use of land at "Keri" causing a serious impact to the environment, safety and neighbouring area, as well as the running an unlawful business operating at all times of the day without permission plus the burning of commercial waste. Cllr Clark had responded by stating that Medstead Parish Council are unable to be directly involved as this is now a matter of Planning Enforcement of EHDC and suggested that continuation of their dialogue is maintained with EHDC.

#### 23.015 APOLOGIES FOR ABSENCE

Cllrs Deborah Jackson & Andrew Jackson - Approved.

#### 23.016 DECLARATION OF INTEREST

Cllr Bennell declared an interest on the item regarding the Coronation celebrations, as he is on the Committee involved with planning the activities.

#### 23.017 COUNCIL MINUTES

- i. The minutes of the Full Council Meeting held on **11<sup>th</sup> January 2023** were proposed as a true record by Councillor Ken Kercher seconded by Councillor Mike (Jo) Smith and were signed by the Chairman.

Chair Initial

ii. **Matters Arising:**

Minute #	Full Council Meeting Date	Action	Assigned to	Status
21.142 (iii)	Nov-21	All councillors to consider being a Trustee for the Mulcock Charity	All councillors	Outstanding
23.001(iii)	Jan-23	Clerk to source quotations for new lighting on Green	Clerk	Outstanding

**22.149 iii (c)** The Clerk had drafted a leaflet for the forthcoming local elections, which was approved by Council and the Clerk would arrange for 800 A5 to be printed which would be distributed by existing Councillors to households in Medstead in anticipation that it would encourage interested persons to consider becoming a parish councillor at the forthcoming local elections. **Clerk**

Additionally, an election poster had also been sourced which would be posted on each on the Parish Council notice boards. **Clerk**

**23.018 COMMITTEE MINUTES AND REPORTS**

i. **Planning Committee.**

a. **Chairman’s Report.**

An unusually quiet month. Following our last meeting held within Full Council on the 11th January, the Clerk has submitted our response to the appeal in respect of Stoney Lane, supporting the EHDC Enforcement Notice. Subsequently you will be aware of the attempt to move a very large mobile home onto the site in question, failing due to its size and I believe causing some damage to either end of the mobile home. It was moved to the lay-by in Station Approach and we suspect that the owners of Station Approach requested its removal, whereupon it was parked on the grass verge adjacent to Five Ash Pond. This “abandonment” was reported to EHDC, who very rapidly attached a 7 day notice to the mobile home. Fortunately it was removed the following day by the supplier.

On Tuesday 16th January I attended a Microsoft Teams meeting hosted by HCC Highways. Regrettably Highways could still not give me a start date for the Roe Downs Road footpath project, nor the crossing lights. I was assured however that everything was in place, it was just the scheduling of a date that was missing. FMPC and Highways are to commence a programme of engagement with residents in connection with the flooding adjacent to Four Marks School. I intend to start a similar project to see if we can’t do something about the continual flooding of South Town Road south of the Paice Lane junction in heavy rain, which indirectly contributes to the filling of Five Ash Pond.

I have also written to Lisa Davis, the Principal Engineer - Highways North in connection with the increasing poor condition of South Town Road immediately south of Paice Lane. “Heavy Patching” was done in this area late last year, but did not cover a sufficiently large enough area. The recent freezing weather and then heavy rain has caused the road surface to disintegrate. This enquiry has been acknowledged and has been passed to the area engineer to investigate.

b. The **minutes** of the Planning Meeting held on **9<sup>th</sup> November 2022** were proposed as a true record by Councillor Mike(Ja) Smith seconded by Councillor Georgy Fuzzard and were signed by the Chairman.

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- c. **Planning Application 49657/002.** Medstead Parish Council reviewed the application and given the substantial increase in the new proposed floor area (the original building was 104.53 sq m. 49657/001) was for an additional 54 sq m., application 49657/002 is for a further 95.10 sq m, being a total of 149.10sq m, giving a new proposed total is 253.63 sq m. Medstead Parish Council therefore **object** that this is too large and would ask that this application is refused by EHDC.
- d. **Planning Decision EHDC Notices.** These were noted by Council.
- e. **Planning related correspondence – Government consultation on housing figures.** This was noted by Council and Cllr Clark would look into a response after the meeting and circulate to Councillors for comment. **Cllr Clark**
- ii. **Maintenance Committee**
- a. **Chairman’s Report.** A meeting was held on 25<sup>th</sup> January 2023, which considered the following:
- Village Green lighting – to allocate funds for replacements in the 24/25 budget .
  - Play area repair to gate and replacement of rotten wooden posts.
  - New play area equipment to be agreed by full council. F&GP Committee to consider future reserve to be allocated each year for replacements. **F&GP Committee**
  - Consideration for a new water pipe to be laid from cemetery gate to cemetery extension.
  - Establish if there is a requirement for more allotments in Medstead.
- b. **Contracts.** Three second year contracts for the Cemetery / Churchyard Maintenance, Village Green Mowing and Wildflower Maintenance, which had been reviewed by the Maintenance Committee, were approved by Council and the Clerk was asked to contact the contractor to get the contracts signed. **Clerk**
- c. **Village Green Festive Lighting.** Given the high cost of a contract to install and maintain lights, no further action would be taken.
- d. **Play Area Repairs.** Additional quotations are being pursued by the Clerk and would be brought to the March Full Council meeting for consideration. **Full Council**
- e. **Bulb Planting.** Cllr Clark had sourced a quotation for bulbs to be planted and it was agreed that these be purchased with the Medstead Gardeners Club being asked to see if they would undertake the planting. The Clerk was asked to take this forward. **Clerk**
- f. **Cemetery**
- i. **Cemetery Extension - Future Use.** Cllr Mike (Jo) Smith is seeking support from the local community to establish a possible allotment site on the field extension behind the existing Cemetery and a notice will be placed in the Four Marks News which the Clerk would take forward. **Cllr Mike (Jo) Smith / Clerk**
  - ii. **Water Supply.** The Clerk had established that a Diocese Faculty is not required for the work and Cllr Mike (Jo) Smith is obtaining further quotations for the pipe to be laid with a bid for funding being made to EHDC for CIL funds. **Cllr Mike (Jo) Smith**
- iii. **Finance and General Purposes (F&GP) Committee**
- a. **Chairmans Report.**  
No report received.

## 23.019 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

No report received.

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### **23.020 MEDSTEAD PARISH CLERK REPORT**

- i. Submitted Freedom of Information request (FOI) to EHDC regarding the payment for the recent Boyneswood planning approval (25256/049), as agreed by the Parish Council. A response is awaited.
- ii. Bat boxes have been fitted on the Green & Cemetery.
- iii. Meeting arranged on 21<sup>st</sup> February with Hants FA & ECB regarding specification for the Pavilion changing facilities when improvements are carried out.
- iv. Additional sign for play area fitted.
- v. Flags ordered and received. Hampshire flag is now being flown.
- vi. In discussion with Land Registry, DEFRA and HCC regarding getting The Knapp, Five Ash Pond and Soldridge Pond registered as Parish Council land on the Land Registry portal.
- vii. Liaised with Diocese regarding a possible faculty in Medstead Cemetery regarding the water tap extension.
- viii. Met structural engineers regarding the Parish Office project.
- ix. Meeting with another play area contractor to get a quote on the repairs needed to the wooden play equipment.
- x. Invoice received from the Five Ash Pond dredging contractor. Funds already received from HCC S106 to cover the total cost.
- xi. Sourced information to advertise forthcoming elections.
- xii. June Council meetings will now take place on 1<sup>st</sup> June 2023.

#### **Cemetery Activity**

Burial x 3

Grant of Burial Rights x 2

Transfer of Burial Rights x 1

Memorial x 1

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

Coronation Celebrations 6<sup>th</sup> May 2023 (Provisional)

Medstead Village Fete 8<sup>th</sup> July 2023

Medstead Summer Ball 17<sup>th</sup> June 2023

### **23.021 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT**

Issues still exist with the EHDC **refuse collection and bottle banks**.

**The Climate Emergency** - need to change our approach to urban design. Recently EHDC announced that its Green Team, entirely made up of officers spread through the Council, would be going live. The natural environment sub-group have decided to continue to share information and work together.

**Children's art competitions:** During my time working with the natural environment sub-group, I have arranged four art competitions with school children in East Hampshire.

**Exhibition at Gilbert White's House Museum:** The competition was again judged by local artist and illustrator, Rachel Hudson. Pictures of the winning entries and runners will be displayed at Gilbert White's House Museum.

Legally-binding targets for '**reversing the decline of wildlife**'. These have been set up by the Government. Part of our work on natural environment has involved protecting green spaces, wildlife habitats and ponds, including grass verges, playing fields, and recreation grounds. We

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also helped enlist more tree wardens in our villages, protected more trees and councillors donated grant money towards planting trees and hedges. The importance of maintaining all the trees the Council planted was evident during last year's drought.

**Councillors' Community Grants:** During this financial year, 2022/23, I have helped finance projects for various local charities, equipment for preschools, the 'Beyond the Margins' art exhibition, Broadlands Riding for the Disabled, Dementia, fruit tree planting, bat boxes for Medstead recreation grounds, new benches for Four Marks recreation grounds, and towards flowers for the King's coronation in May.

**Defibrillators:** I also donated money towards upgrading the defibrillator at Benians Pavilion at Four Marks recreation grounds. It is vital that defibrillators are made available in all public open spaces, and in schools.

### **23.022 MEDSTEAD PARISH COUNCIL POLICY**

Council considered and approved the following policies which had been reviewed and updated by F&GP Committee.

- i. Social Media and Email Communication Policy.
- ii. Expenses Policy.
- iii. Health & Safety Policy.
- iv. Sickness Policy.
- v. Death of Monarch / Senior Figure Policy.

### **23.023 CORONATION OF HM KING CHARLES III.**

Cllr Bennell reported that around £220 remained in the Platinum Jubilee fund which could be put towards funding the Coronation celebrations. The cost of a large screen mobile tv was considered to be too high and could not be justified unless an application to the Lottery Fund is successful. As the Parish Council grant pond is almost fully used up, no funding is available from the Parish Council.

### **23.024 ANNUAL PARISH ASSEMBLY**

It was agreed that the Assembly would now take place on **Wednesday 12<sup>th</sup> April 2023 commencing at 6.30pm**, i.e. before the Full Parish Council meeting of Medstead Parish Council which will still commence at 7.30pm. Should a Planning Committee meeting be necessary, this would follow the completion of the Full Parish Council Meeting.

The Clerk was asked to ensure that the revised date and times are updated on the "*Schedule of 2023 Meetings*" and updated on the parish Council notice boards and web site. The Clerk was further asked to contact the agreed speakers for the Assembly, to formally invite them to attend.

**Clerk**

### **23.025 CORRESPONDENCE**

**South East Water Consultation – Future Drinking Water Supplies.** This was noted by Council.

### **23.026 FINANCIAL MATTERS**

- i. The **income and expenditure account** for **January 2023** was reviewed by Council and approved.
- ii. The **bank reconciliation(s)** as at **31<sup>st</sup> January 2023** having been checked by a non-signatory councillor was reviewed by Council and approved.

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### 23.027 S106/CIL FUNDED PROJECTS

i. **Medstead Parish Office / Pavilion Expansion**

A meeting occurred on 6th February at the Pavilion with some Councillors together with a representative from Medstead Sports Club, to discuss the proposed layout preferences for the Pavilion changing room areas. This will be followed by a further meeting on Tuesday 21st February, with representatives from the ECB and Hampshire FA to discuss the layout to take forward into the tendering process. Once known, this information will be relayed to the architect to update the plans and to proceed to submitting the Building Regulations.

The tree nearest to the proposed building works has been removed but the structural engineer has advised that the remaining stump should also be ground out but further advice is required on this.

**Working  
Group**

ii. **Play Area Resurfacing.** The work has now been completed.

iii. **Footpath Link to Medstead School.** Despite being pressed by Cllr Clark, no further update on a start date on this project was available from HCC.

iv. **Five Ash Pond.** The contractor has submitted their invoice and the reimbursement claim to HCC for S106 has now been paid.

v. **Village Green Restoration.** A date will need to be arranged with Southern Ground Care for the aeration and fertilisation of the Green, which has been agreed for this Spring. In view of evidence of further badger damage it may become necessary to arrange another implantation of nematodes.

### 23.028 MEDSTEAD VILLAGE PONDS

i. **Five Ash Pond.** Cllr Clark has been in touch with HCC regarding the recent flooding issues in the Five Ash area which occurred due to the infilling of some ditches .

ii. **Medstead Village Pond.** The village working group has been provided with a report on the Pond and an update is awaited from the Group on what they are proposing.

iii. **Soldridge Pond.** Nothing to report.

**Pond  
Working  
Group**

### 23.029 COUNCIL REPRESENTATIVES

i. **Neighbourhood Plan Steering Group (Cllr. Charles Clark)**

No further update.

ii. **Medstead Sports Club. (Cllr. Kercher)**

Having paid a quarterly standing charge of £36.00 for the gas connection to the Pavilion but having used no gas since the autumn of 2019 as the boiler is not operative, the Sports Club Committee have decided to investigate the termination of the contract with SSE Business Energy. Council agreed however, that rather than disconnect the supply, until the source of the heating etc for the new parish office / pavilion was agreed, this supply would be maintained and the Parish Council would reimburse the next two quarters gas charge back to Medstead Sports Club.

iii. **Speedwatch (Cllr. Mike (Jo) Smith)**

The new team member has joined the team.

iv. **Medstead Village Hall (MVH).**

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No further update at present.

There were no further matters to discuss and the meeting was closed at 9.15pm.

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

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