



Medstead Parish Council

Minutes of the Full Council Meeting Wednesday 12th April 2023.

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

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

ACTION

23.030 OPEN SESSION

- i. Cllr Mike (Ja) Smith enquired as to whether the proposed litter clearing of Lymington Bottom had been undertaken by HCC.
- ii. Likewise Cllr Quinlan also asked if Station Approach had been litter cleared. The Clerk would make representations to HCC and report back to Council.
- iii. Cllr Fuzzard asked about the removal of the chestnut fencing between Five Ash Pond and the neighbouring property and this would be monitored to see if it is replaced by the neighbouring land owner.
- iv. Work to Medstead Village Pond – The Working Party reported that they had undertaken a review of the current position and proposed a way forward to re-line the Pond and to ensure it is water tight using an EPDM liner. It was estimated that the overall cost would be around £15k using voluntary labour. A breakdown of the costs was requested for Council to consider further.

Clerk

Working
Group / Full
Council

23.031 APOLOGIES FOR ABSENCE

None.

23.032 DECLARATION OF INTEREST

None.

23.033 COUNCIL MINUTES

- i. The minutes of the Full Council Meeting held on **8th February 2023** were proposed as a true record by Councillor Ken Kercher seconded by Councillor Mike (Jo) Smith and were signed by the Chairman.

ii. Matters Arising:

Minute #	Full Council Meeting Date	Action	Assigned to	Status
23.017(ii)	Feb-23	Clerk to order 800 A5 election leaflets & place posters on notice boards	Clerk	Completed
23.018 (i) e		Cllr Clark to review the Govt consultation on housing figures	Cllr. Clark	Outstanding
23.018 (ii) a		F&GP to consider future reserve for new play area equipment	F&GP Committee	Completed
23.018 (ii) b		Clerk to complete contract signing process with contractor	Clerk	Completed
23.018 (ii) d		Clerk to source alternative quotes for wooden play equipment repairs	Clerk	Completed
23.018 (ii) e		Clerk to contact Medstead Gardeners Club regarding bulb planting	Clerk	Completed
23.018 (ii) f (i)		Clerk to place a notice in FM News regarding future allotment requirement	Clerk	Completed
23.018 (ii) f (ii)		Cllr Mike (Jo) Smith to obtain quotes for water pipe extension at Cemetery	Cllr Mike (Jo) Smith	Completed
23.024		Clerk to update notice boards regarding date for Annual Parish Assembly	Clerk	Completed
23.027		Pavilion working group to meet ECB & Hants FA on 21st Feb	Pavilion Working Group	Completed
23.028 (ii)		Pond working Group to provide an update on plans for work	Pond working Group	Completed

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23.034 COMMITTEE MINUTES AND REPORTS

i. Planning Committee.

a. **Chairman's Report.**

Not too much to report since our last meeting. The only matter of interest is the apparent withdrawal of the Appeal in respect of 58788/001, land west of Longbourn Way. The revised application 58788/002 remains as yet undecided. Otherwise it has been quiet on the planning application front, to the extent that we have been able to incorporate the Planning Meeting within Full Council.

- b. **Planning Appeal - 58482/007 Land adjacent to Fir Tree House, Wield Road, Medstead.** Medstead Parish Council have reviewed the original application and this appeal and strongly object on the basis that the site is outside of the Settlement Policy Boundary and in addition is in contravention of the Joint Core Strategy CP19 and CP20. It is also in contravention of Policy 1 of the Medstead and Four Marks Neighbourhood Plan. This site is classified as agricultural land and no justification has been given by the applicant as to why this should be changed.

Over the past year or so there have been a number of different applications for change of use for adjoining plots of land, all of which have been refused and MPC see no material difference as to why this particular appeal should not also be refused. Approval would undoubtedly lead to a rash of further applications leading to "residential creep" into the countryside.

Medstead Parish Council would respectfully ask that the Planning Officer refuse this appeal.

c. **Planning Applications**

- i. **57804. Application for permission in principle for residential development of a minimum of 3 dwellings and a maximum of 6 dwellings. Alton Radio Site, rear of 21 Abbey Road, Medstead.** Medstead Parish Council have reviewed this application and strongly object on the basis that the site is outside of the Settlement Policy Boundary and is in contravention of the Joint Core Strategy CP19 and CP20. It is also in contravention of Policy 1 of the Medstead and Four Marks Neighbourhood Plan. In the application, much is made of the recently declared lack of a five year land supply and MPC see this as an opportunistic application, which otherwise would perhaps not have been made.
- ii. **23291/030 - T1 - Common Ash (Fraxinus Excelsior) Fell, Replacement tree Common Oak (Quercus Robur). Lymington Farm Industrial Estate, Lymington Bottom Road.** Medstead Parish Council will leave the decision to the arboreal officer.

ii. Maintenance Committee

- a. **Chairman's Report.** A meeting was held on 22nd March 2023, which considered the following:

- i. **Play Area Repairs.** An additional quotation had been received for the play area equipment repairs and it was agreed that Sawscapes quote of £650 plus vat be accepted and this was agreed by Council. The Clerk would take this forward with Sawscapes. Clerk
- ii. Advice had been sought from the contractor responsible for green maintenance who had advised against rolling the Green now due to further badger damage to the Green and it was felt that further nematode implanting would be necessary in the autumn. Maintenance Committee to take forward. Maintenance Committee
- iii. St Andrews Church Gate. Quotes had been expected from the Church PCC but was still outstanding. It was agreed however that a new gate should be installed to commemorate the late Queen and the Coronation of HM King Charles and hopefully could incorporate some of the old gate. This would be pursued by the Maintenance Committee. Maintenance Committee

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

- a. **Chairmans Report.** F&GP met on 22nd March where we discussed funding requests from the Citizen's Advice Bureau (for approval by Full Council) and the Watercress Line (re-directed to EHDC Ward Councillor grant funding) and potential funding to MPC, the latter currently not applicable due to our not having a village football team at present.

The Reserve Funds Allocation was reviewed with recommendations for approval by Full Council.

A final review of the Parish Office/ Pavilion Improvements plans was completed and fed back to the architect to enable the final updated plans to be agreed by Full Council in order to commence the tendering process.

- b. **Grant application - Citizen Advice.** After consideration, it was agreed that the Grant of £300 be approved and the Clerk was asked to raise a payment Clerk

23.035 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

Spring is now underway and with the first grass cuts having been completed and giving us all a chance to reflect on the material works that have been completed by and on behalf of the Council over the previous year. Of particular note are the abundance of spring bulbs around the Green (with thanks to the Gardener's Club), the new path and general tidying of the village pond area and the ongoing presence of a new flag on the flagpole. The visual improvements also extend beyond the centre of the village, encompassing areas such as the Knap and Five Ash Pond, although over time there will no doubt be more that can be done in these other areas.

I give my apologies to Council for having been a somewhat part-time Chair for the past few months and would like to thank Councillors for theirs understanding and in particular the Vice Chair and Clerk for standing in, often at short notice.

This being both the last meeting of the council year and, as an election year the term of office, I would like to thank all councillors for their hard work and contribution to the Parish over the past four years. For those standing down from Council I would ask that you do not become strangers – you have so much knowledge and expertise that the Council is sore to lose.

With only five nominations for the nine seats available, their appointment is non-contested and there will be no election for Medstead Parish Council this year (the last formal election was in 2015). Sadly, this means that the Parish Council will lose its status of holding “General Power of Competence” (part of the 2012 Localism Act), but I am confident that the Clerk will help guide the way. This does however mean that over the coming months we will be looking to fill the remaining four seats, and, in all likelihood, this will be through the process of co-option.

This leads me on to my extreme concerns about the process of nomination – not the regulation, paperwork or even the efficiency of EHDC, but the actual required process. In an age when we are looking to actively encourage representation from the whole community, a process that requires candidates to travel 16 miles during “office” hours and without any accessible means of public transport can hardly be classed as either encouraging or inclusive and is something that I would request the new Parish Council to take up with their newly elected District Council representatives

23.036 MEDSTEAD PARISH CLERK REPORT

1. With Cllrs. Mike (Jo) Smith and Ken Kercher Met with Shedfield PC to view their recently completed Pavilion conversion.
2. With thanks to Councillors, flyers distributed across Medstead Parish printed for forthcoming elections.
3. Most time spent with detailed work on the paperwork associated with the 2022/23 audit and end year reconciliations. This will take up a great deal of time over the next couple of months. Meeting with internal auditor on 3rd May.
4. Met with pavilion architect to finalise the building regulations.
5. Attended HMRC webinar on end of year procedures.
6. “Stalemate” with registration of Parish Council land with Land Registry.
7. Preparations / Reports for Annual Parish Assembly on 12th April 2023.

Cemetery Activity

Burial x 1

Village Green Booking(s)

Medstead Gardeners Club 13th May 2023

Manor Colts U13 football training 29th March – 24th June 2023

Medstead Summer Ball 17th June 2023

Medstead Village Fete 8th July 2023

Medstead School Y6 leavers 21st July 2023.

23.037 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

As my last District councillor report in office, on behalf of myself Jonathan May, Ingrid Thomas and Diana Tennyson this is our final report, before the upcoming elections on 4th May 2023.

Thank you for the opportunity to serve the Four Marks, Medstead and Chawton's community during May 2019 to May 2023, it has been a real pleasure to work on ward projects, meeting and working with lots of residents the Parish councils, councillors and businesses within our community. From

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Tree planting to assisting with funding towards community projects in the ward and working on planning applications to name but a few.

Our main aim has been to make our community better for all, improve services and to assist with local problems and frustrations, while tackling the ever-concerning infill building within our villages. With the added challenges of the pandemic, while helping keeping everyone safe during that worrying time. We all have enjoyed our time in office and have achieved much of what we wanted to during the term, but now we have all taken the decision to not stand in the upcoming elections on May 4th. Ingrid and I will no longer live in the village. Therefore, it is only right others who lives here, can echo your voice on local concerns. While Diana will concentrate her main focus on wildlife and Trees in our area.

Our main message to all residents is "Vote for which candidate's" you feel can help your concerns, it's about the person not the party so vote. Again, this term there are 3 seats, so that's 3 votes to make, plus NEW FOR 2023, you need to take ID to the Polling station to be able to vote. NO ID, NO VOTE. If you don't have any valid ID then there is still time to apply for a VOTERS ID. Accepted forms of ID are Driving Licence, Passport, Blue Badge, Older Persons Buss Pass to name but a few. please logon to <https://voter-authority-certificate.service.gov.uk/check/registered> for further help and advice.

23.038 CORRESPONDENCE

- a. **Farnborough Airspace.** It was thought that with the change to flight paths at Farnborough, that the approach to Lasham airfield had also changed and the Clerk was asked to write to the CAA to seek clarification. Clerk
- b. **EHDC Supporting Communities Fund.** Noted by Council
- c. **Traffic Dangers in Medstead.** This was further noted by Council but had been discussed at length at the preceding Annual Parish Assembly where HCC Cllr Kemp-Gee had been present
- d. **Verge Update and Village Pond. This was noted by Council**
- e. **Aluminium Recycling Bin – Air Ambulance.** The Clerk was asked to get further details from the applicant and would be considered further by Council, once received. Clerk
- f. **Foul Lane Gate.** The Clerk advised that access for disabled needed to be reported on the HCC Report a Problem web site.

23.039 FINANCIAL MATTERS

- i. The **income and expenditure account for February and March 2023** was reviewed by Council and approved.
- ii. The **bank reconciliation(s)** as at **28th February and 31st March 2023** having been checked by a non-signatory councillor was reviewed by Council and approved.
- iii. **Financial Reserves.** The changes to the Reserve allocation proposed by F&GP Committee were approved.
- iv. **AGAR (Annual Governance 2022/23 Statement).**
 - a. **To approve Section 1 of the AGAR.** This was agreed and signed by the Chair and Clerk.
 - b. **Conflict of interest with external auditor (BDO LLP).** It was confirmed that there was no conflict of interest by any member of Medstead Parish Council with BDO LLP. And the Clerk would respond accordingly. Clerk

23.040 S106/CIL FUNDED PROJECTS

i. Medstead Parish Office / Pavilion Expansion

Progress continues. Those Councillors concerned met with local representatives of the ECB and the FA, on 21st February, to discuss the plans and to explore how the changing rooms etc could be upgraded, bearing in mind this was not a “new build” and therefore it was acknowledged that MPC would not necessarily qualify for grants. In addition, as no football team/s based in Medstead, there was very little that the FA could assist with. The Clerk has however identified other areas with HCC, where help may be available in respect of solar panels, grey water recovery and heat pump. These will be explored nearer the time.

Shedfield PC have recently completed a similar but larger sports pavilion and the Clerk and Councillors visited the building on 10th March. A very nice project but not really relevant to our more modest needs.

Subsequently, Councillors met with the Architect on 16th March to agree final amendments to the plans. The final set of plans were signed off and the Clerk was asked to contact the architect to move forward to submitting these as the Building Regulations and then on to tender.

Clerk

- #### **ii. Footpath Link to Medstead School.** It had been reported by the HCC Councillor at the Annual Parish Assembly that the start date for the work would be in August 2023.

23.041 MEDSTEAD VILLAGE PONDS

- i. Five Ash Pond.** See 23.030 (iii) above.
- ii. Medstead Village Pond.** See 23.030 (iv) above
- iii. Soldridge Pond.** Nothing to report.

23.042 COUNCIL REPRESENTATIVES

i. Neighbourhood Plan Steering Group (Cllr. Clark)

The main work carried out by the NPSG in recent weeks has revolved around the objection to 58788/002, the land west of Longbourn Way. A huge amount of work has gone into the response to EHDC. In view of the time constraints and no MPC meeting being scheduled, it was agreed by FMPC, NPSG and myself that to avoid unnecessary duplication of content and effort, that response would also be used by both PCs. This action to be ratified by Full Council on 12th April.

ii. Medstead Sports Club. (Cllr. Kercher)

The Sports Club's Annual General Meeting was held on 5th April, with a somewhat limited attendance. The usual business was transacted and all Committee members were re-elected.

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

No further update.

iv. Medstead Village Hall (Cllr Quinlan).

The Medstead Village Hall committee met on 21 March with a good attendance. The meeting was lengthy but productive, and well run by the new Chair – Patricia Hughes. The strategic direction of MVH is to be discussed with Medstead PC in the near future especially with regards to the needs of the increasing population.

The transfer of Bank Accounts to the new Chair and Treasurer is still ongoing with HSBC. The MVH accounts are healthy with the previously agreed amounts for capital

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projects still available for use. Currently a quote for solar panel installation is being progressed. The long standing issue over incorrect charges for gas consumption has now been resolved.

The hall Hire rates have been reviewed and are to be implemented from 01 April 2023 along with revised T+Cs.

A new booking system for the hall (Hall Master) is to be introduced, and a new dedicated Events Committee is being considered.

The legal structure of MVH is potentially changing to become a Charitable Incorporated Organisation for the added protection of Trustees.

A proposal is being considered to change the Dedicated Premises Supervisor to a Trustee group responsibility.

A comprehensive Health and Safety risk assessment has been reviewed and adopted, and a revised and updated Communications strategy is being implemented.

A new Caretaker has been recruited and is making good progress.

The next village hall committee meeting will be on 25 April 23.

Full Minutes of MVH committee meetings are available if required

- v. **EHAPTC** - March meeting took place using Zoom. Meeting was well attended. Norsk were reported as being happy to sweep a road in need provided it had a kerb. Penns place relocation still proceeding to plan. Discussion on election notice, nominations, expense form requirements from central government. Coronation funding not from EHDC Photographic id requirement to vote. B.O.A.T.S. T.R.O. forms Langrish happy to help. Gates recommended. Next meeting 7thJune Penns place.

There were no further matters to discuss and the meeting was closed at 9.35pm.

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

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