



Medstead Parish Council

Minutes of the Full Council Meeting – 9th August 2023.

Present: Cllrs. Deborah Jackson (Chair), Graham Bennell, Mark Brayford, Ken Kercher, Frank Maloney, Gordon Mitchell, Phil Quinlan & Mike Smith.

Also in attendance: EHDC District Councillors Ilena Allsopp & Neal Day, Seven members of the public & Peter Baston (Parish Clerk).

ACTION

23.097 OPEN SESSION

- i. Three members of the public presented a paper on the future of the Wildflower Meadow. This would be considered further by the F&GP Committee on 23rd August 2023. **F& GP Committee**
- ii. A member of the public offered his services in cleaning war memorial. The Maintenance Committee would consider this further at their next meeting. **Maintenance Committee**
- iii. EHDC Councillor Day asked about the upkeep of Hattingley Pond. Given that this pond is in private ownership, The Clerk was asked to enquire of HCC whose responsibility it is to keep it draining freely. **Clerk**
- iv. Cllr Jackson advised that the Clerk had received a couple of enquires from local residents about a possible access being made on to South Town Road from the site alongside the former URC. Cllr Jackson and Brayford had looked at the site and felt that whilst the hedge had been cut down, no vehicle access had been made and whilst this will be monitored, the Clerk was asked to contact EHDC to ascertain whether an application had been made to allow access in the future. Otherwise, no further action is required in respect of notifying EHDC regarding am possible breach of planning. **Clerk**

23.098 APOLOGIES FOR ABENCE

Cllr Clark and EHDC Councillor Joanna Nelson- Approved

23.099 DECLARATION OF INTEREST

None

23.100 MEDSTEAD PARISH COUNCIL MINUTES

- i. The minutes of the meeting held on **12th July 2023** were proposed as a true record by Councillor Kercher seconded by Councillor Maloney and were signed by the Chairman.

ii. **Matters arising:**

Minute #	Full Council Meeting Date	Action	Assigned to	Status	Comments
23.058	May-23	Clerk to contact Nat West to open a new current account for the Wake Trust	Clerk	Outstanding	
23.069	Jun-23	Cllr Jackson to invite representatives from MVH Committee to discuss future MVH future developments	Cllr Jackson	Outstanding	Waiting for MVH to respond.
23.084 (b)	Jul-23	Full Council to consider quotes for water pipe in Cemetery	Full Council	Outstanding	on agenda
23.088		Councillors to consider training sessions	All councillors	Outstanding	on agenda
23.095 (ii)		Clerk to address boundary of Five Ash Pond with a solicitor letter	Clerk	Completed	Given the lack of clarity on the boundary, it was felt that a letter would not be appropriate

23.101 COMMITTEE MINUTES AND REPORTS

i. **Planning Committee.**

a. **Chairmans Report.** No report available this month.

b. **EHDC Decisions.** These were noted by Council.

c. **Planning Applications:**

i. **32168/003.** Change of use of land from residential to form enlargement of builders' merchant yard. 73 Lymington Bottom Road, Medstead, Alton, GU34 5EP.

Medstead Parish Council reviewed the application and have no objection.

ii. **21696/015.** Two storey and single storey rear extension, porch on the side elevation and associated alterations. Woodlea Farm, Station Approach, Medstead, Alton, GU34 5EN.

Medstead Parish Council reviewed the application and have no objection.

iii. **30442/003.** Single story extension to side of existing garage for office use Eglise, Upper Soldridge Road, Medstead, Alton, GU34 5QG

Medstead Parish Council reviewed the application and have no objection.

iv. **60096.** Single storey extension following demolition of existing conservatory. Loft conversion with insertion 4 no. roof lights to front elevation and 4 no. rear elevations (Amended plans received 20/07/2023). The Hollies, Roe Downs Road, Medstead, Alton, GU34 5LG

Medstead Parish Council reviewed the application and have no objection.

d. **Planning Appeal**

i. **58482/004**

Planning Inspectorate Reference:

APP/M1710/W/23/3316603

Land adjacent to Fir Tree House, Wield Road, Medstead, Alton (plot 2) Change of use from agricultural to recreational/hobby farm for agricultural produce growing and animal grazing and retention of existing associated structures.

(Additional and amended information received 28/07/22 and 15/08/22). **Other than reiterating the previous comments made and supporting the decision of EHDC, no further comment to be made.**

ii. **Maintenance Committee.**

- a. **Chairmans Report.** No meeting was held in July.
- b. **Play Area Gate Repair.** Cllr Smith reported that he had received quote of £290.00 (plus vat) from local blacksmith for repair to children's play area gates. This was approved by Council and Cllr Smith would contact the blacksmith to proceed.
- c. **Cemetery Water Supply.** Three quotes had been received to extend the water supply to the end of the Cemetery and also a capped off supply for future use into the field beyond. After discussion, it was felt that a directional drilling approach be the preferred option and the quote of £6,750 from EPS was confirmed and Cllr Smith was asked to contact the company to proceed. The Clerk was asked to contact EHDC for possible S106 funding and also to approach the EHDC Councillors for a contribution from a grant for the work.

Cllr Smith

Cllr Smith

Clerk

iii. **Finance & General Purposes Committee.**

- a. **Chairmans Report.** No meeting of F&GP since last Full Council, however an additional meeting has been arranged for 23rd August to enable a review of the current funding position of the Pavilion Improvement Project.
- b. **Parish Clerk Hours.** The Chair and Vice Chair had discussed the Clerk's current working hours following a request by the Clerk to reduce his hours. Whilst the Pavilion project is continuing, it was agreed that the Clerk's hours would remain at 20 per week but would be reviewed again at the F&GP Committee meeting in October 2023.

**F&GP
Committee**

23.102 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT

In general, a quiet month with many people taking their summer holidays. The change from dry to somewhat damper weather has seen a surge in growth of grass, brambles and nettles. I am aware that some of our public-spirited residents are trampling and pushing back the excessive undergrowth that has sprouted along some of the outer footpaths in the parish, helping to keep these passable for others. Within the Council activities have been progressing on the pavilion project, albeit somewhat slower than hoped for. This has had a knock-on effect in terms of managing the funding streams, making final submissions and putting the works out to tender. The Working Group, aided by the Clerk have met a number of times in the last month and hopefully we will soon be able to progress to the next stage.

23.103 MEDSTEAD PARISH COUNCIL CLERK / RFO REPORT

1. In constant contact with the architect to get the plans and scope of works finalised. Building surveyors report now received from the pavilion but still waiting for a response to the tree related issue.
2. Prepared detail for loading on to the Contracts Finder for the Pavilion project once Council is content.
3. Still no response as yet from HCC regarding a possible weight limit through Medstead.
4. Tree pruning works completed to assist access to graves.
5. Received two calls from concerned residents of South Town Rd regarding an alleged vehicle access being made alongside the URC. Council to consider whether a representation should be made to EHDC Enforcement to alert them.
6. Communication of “matters arising” received from the residents of the Stables Dwellings off Trinity Hill regarding the access to the Wildflower Meadow and the financial upkeep of the access road. To be considered by Council.
7. Received a communication from a concerned resident about the condition of the Pond and after discussion, he has agreed to assist in any way he can in the current Pond restoration project.
8. Received a request for Grant funding from the Tyler Trust to whom, a PC grant application form has been sent.
9. Undertaken work on reconciling the PC Reserve funds where the preparatory costs of the Pavilion conversion will now need to be found from current finances held and not CIL.
10. Still waiting for certain councillors to confirm that they can log into HALC. You know who you are!
11. Received a report of an abandoned car on Hattingley Rd and advised caller to contact EHDC. There needs to be clarity as to what Powers the Parish Council has and just who is responsible for actions. I will be loading this detail on to the parish council web site in due course.
12. Liaised with HCC and a concerned local resident about a tree related issue.

Cemetery Activity None.

Village Green Booking(s) Manor Colts U14 football training 19th, 26th August & 2nd Sept. (Saturday mornings), plus Wednesday evenings from 6th September to 25th October 2023.

23.104 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

EHDC Councillor’s Day & Allsopp had circulated a report prior to the meeting. In addition, they also reported that there were still on-going issues with refuse collecting in the DC area. They also encouraged Medstead PC to apply for the Grant funds available for the current projects.

Cllr Maloney asked about a planning issue in Rowlands Castle and Cllr Day would look into this and respond but felt that approval was dependent on S106 funding being made by the applicant.

**EHDC Cllr
Neal Day**

23.105 COUNCILLOR TRAINING

The Clerk had circulated a number of Hampshire Assoc. of Local Councils (HALC) courses which are available and encouraged all councillors to consider signing up for a course as required. Cllr Smith asked for a place on the forthcoming "Chairing Skills" course and the Clerk would take this forward.

Clerk

23.106 SPEEDWATCH

Cllr. Smith requested that an additional Speed Limit Reminder (SLR) sign be purchased and placed permanently on Roe Downs Rd on the approach to Medstead School and whilst this was agreed by Council, would be dependent on funding being made available from a grant from HCC Councillor as no Medstead PC funds are available and the Clerk was asked to contact Cllr. Mark Kemp-Gee.

Clerk

23.107 ST ANDREWS CHURCHYARD

No further update had been received from Medstead PCC.

23.108 CORRESPONDENCE. All the following were noted by Council

- i. Wildlife Update
- ii. Bramshott & Liphook NDP
- iii. EHDC Rural Grant Programme
- iv. FOI HCC Response

23.109 MEDSTEAD PARISH COUNCIL FINANCIAL MATTERS

- i. **To receive and approve the income and expenditure report for July 2023.** Due to the timing of the meeting, the bank statements had not been received. This agenda item will be carried forward to the September meeting.
- ii. **To receive and approve the bank reconciliation as at 31st July 2023.** Due to the timing of the meeting, the bank statements had not been received. This agenda item will be carried forward to the September meeting.

23.110 S106 / CIL FUNDED PROJECTS23

- i. **Medstead Village Green.** At the previous meeting of Council (Minute 23.094) reference was made to an alternative spray for eliminating chafer grubs. Further investigation has shown that this is a highly toxic substance which would kill all living organisms in the soil, so it would obviously be unacceptable to use it on the Green.

It will therefore be necessary to fall back on the use of nematodes, which when implanted previously in 2021 were effective in eliminating the grubs over the majority of the Green and therefore largely removing the source of nutrients for badgers.

The Clerk has contacted Swansea University, where nematodes were developed and from where they are marketed through their company Bionema, which, as far as is known, is the sole supplier of them. They have quoted the same price for the nematodes as they charged in 2021 (£1,600 + VAT), although the "Nemaspreader" (the liquid to ensure that the nematodes are absorbed into the soil) has increased in cost from £195 to £215 + VAT.

Specialist contractors will be required to spike the surface and implant the nematodes, and the Clerk has circulated a document to a number of contractors inviting quotations to be submitted by 1st September, for the work to be carried out in the autumn. Further aeration and fertilisation will be necessary in Spring 2024, and the document also invites contractors to tender for that work. The previous restoration work in 2021-22 was financed by Section 106 funds from EHDC, and the Clerk has established that funding for environmental and open space improvements specific to Medstead Parish is still available from that source, subject to submission of an application. This work was approved by Council and the Clerk would take this forward.

Clerk

ii. **Medstead Parish Office.**

The “final” set of plans had been received from the Architect along with a Scope of Works and these were agreed by Council and the Clerk was asked to contact the architect who would submit to EHDC for the building regulation approval. Additionally, the Clerk would load on to the Government Contracts” finder to seek a suitable contractor for the project.

Clerk

23.111 MEDSTEAD PONDS

- i. **Medstead Village Pond.** The Working Group representative reported that he had received an email from HCC regarding drainage into the pond where HCC had said that they did not agree to extending the existing soakaway but then contradicted by stating that given that it was on privately owned property that Medstead PC could undertake the work. After discussion it was agreed that a valve system be installed to address the flow of water and this would be incorporated into the planned work. It was felt that the work could commence in Spring 2024 with funding hopefully being made available from either S106 funds or a CIL grant.
- ii. **Five Ash Pond.** No further update
- iii. **Soldridge Pond.** Nothing to report

23.112 MEDSTEAD PARISH COUNCIL REPRESENTATIVE REPORTS

- i. **Medstead & Four Marks Neighbourhood Plan Steering Group.** Cllr Maloney reported that a meeting between Medstead & Four Marks Neighbourhood Plan steering group, SMASH, Fight 4 Four Marks and Four Marks Parish Council had taken place. Cllr Clark had given apologies for Medstead PC.
- ii. **Speedwatch.** See 23.106 above
- iii. **Medstead Sports Club.** No report received this month.
- iv. **Medstead Village Hall.** No report received this month.
- v. **Medstead Allotment Association.** No report received this month.
- vi. **East Hampshire Association of Parish & Town Councils (EHAPTC).** No report received this month.

There were no further matters to discuss and the meeting was closed at 9.30pm

Signed Chairman

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