



# Medstead Parish Council

## Minutes of the Full Council Meeting – 11<sup>th</sup> October 2023.

**Present:** Cllrs. Deborah Jackson (Chair), Charles Clark, Ken Kercher, Phil Quinlan & Mike Smith.

**Also in attendance:** EHDC District Councillor Joanna Nelson, two members of the public & Peter Baston (Parish Clerk).

**ACTION**

### 23.127 OPEN SESSION

- i. A member of the public outlined land clearance issues on which she had reported to the authorities where the destruction of a badger sett and removal of trees / hedges along with an unauthorised access had been made on to the highway. She was seeking the support of Medstead Parish Council and asked for the Parish Council to contact Hampshire CC regarding the access and also the EHDC tree officer regarding possible TPO's. The Council gave its support and the Clerk was asked to contact HCC and EHDC accordingly.

**Clerk**

### 23.128 APOLOGIES FOR ABENCE

Cllrs Gordon Mitchell, Mark Brayford & Frank Maloney - Approved  
Also absent Cllr. Graham Bennell

### 23.129 DECLARATION OF INTEREST

None

### 23.130 MEDSTEAD PARISH COUNCIL MINUTES

- i. The minutes of the meeting held on **13<sup>th</sup> September 2023** were proposed as a true record by Councillor Clark seconded by Councillor Quinlan and were signed by the Chairman.
- ii. Matters arising:

Minute #	Full Council Meeting Date	Action	Assigned to	Status
23.058	May-23	Clerk to contact Nat West to open a new current account for the Wake Trust	Clerk	Outstanding
23.101 (ii) c	Aug-23	Cllr Smith to contact successful water company to proceed with work	Cllr Smith	Outstanding
23.101 (iii)		F&GP Committee to review the Clerk working hours at the October meeting	F&GP Committee	Outstanding
23.122 (iii)	Sep-23	Maintenance Committee to consider the purchase of trees funded from S106 funds	Maintenance Committee	Outstanding
23.122 (iv)		Maintenance Committee to consider the quotations for the replacement of the wooden play equipment	Maintenance Committee	Outstanding
23.124 (i)		Pond Working Group to provide a costing and work schedule for the pond restoration	Pond Working Group	Outstanding

Items 23.101(ii)c, 23.122(iii) and 23.122(iv) appeared as Agenda items for this meeting.

## 23.131 COMMITTEE MINUTES AND REPORTS

### i. Planning Committee.

#### a. Chairmans Report.

Once again a relatively quiet period on the planning front other than the issue of the URC site. This is a separate item on the agenda and a member of the public who has been active and effective will be at the meeting on 11<sup>th</sup> October, so I won't go into that issue now.

There seems to be much happening in Four Marks with a number of speculative applications. None of these are near to the Parish boundary and we are therefore not directly involved.

On a related note, I did attend and speak at the Community meeting at the Four Marks Village Hall on Sunday 8th October. This meeting, organised by SMASH and Fight 4 Four Marks, was designed to inform residents of some of details the four large sites identified by EHDC, two in each Parish and how the emerging Local Plan can be influenced by residents.

Appropriately 275 attended the meeting, including Zoom. Apart from myself and Paul McAllister, the FMPC Planning Chair, the speakers included Nick Stenning (NPSG Chair), two of our District Councillors and representatives of the two resident action groups mentioned above. The meeting was filmed and a live stream made available. The response from the audience was very good with some searching questions and done in a calm and orderly fashion.

Attendees were recommended to sign the SMASH online petition and to make their views known to the District Councillors and to the local MP.

#### b. EHDC Decision Notices. These were noted by Council.

#### c. Planning Application 29096/005.

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- i. **57804/001.** Lawful development certificate for an existing use - Use as building as a workshop with associated hardstanding for the installation of car accessories (Class E1). Rear of 21 Abbey Road, Medstead, Alton

**This was reviewed by the Planning Committee members of the Council and Medstead Parish Council had no objection.**

- ii. **20253/026** Variation of condition 14 of 20253/026 to allow for parking layout amendment, fenestration changes and roof alterations (amended arboriculture information received 24/7/23 and amended description 22/9/23). Mansfield Business Park, Station Approach, Medstead, Alton.

**This was reviewed by the Planning Committee members of the Council and Medstead Parish Council had no objection.**

- iii. **32532/004** Construction of a single storey extension with pitch roof to the rear/east side of the dwelling with new outside terrace. Construction of a single storey side extension to the west elevation. Extension of the existing garage with solar panels to the south side elevation of the roof and its conversion to accommodation for a use incidental to the dwellinghouse. New planting and landscape work to remove tarmac driveway from the front of the dwellinghouse and reinstatement of amenity space. Stopping up of the existing gated access on to Bighton Road and the construction of a brick infill wall to match the existing. Creation of a new access onto Goatacre Road with visibility splays and the construction of vertical boarded gates measuring 1850mm in height set back by at least 4.5m from the edge of the carriageway. Full demolition of existing conservatory and outbuilding and the removal of the garage extension to the front elevation with casement window inserted to match existing. Partial demolition of

Clerk

the garden room to the rear of the dwelling. Threeways, Bighton Road, Medstead, Alton, GU34 5NB.

**This was reviewed by the Planning Committee members of the Council and Medstead Parish Council had no objection.**

- iv. **58350/002** Addition of single storey porch / sunroom to existing annex in materials to match existing. El Nido, Paice Lane, Medstead, Alton, GU34 5PT. **This was reviewed by the Planning Committee members of the Council and Medstead Parish Council had no objection.**

d. **South Town Rd. - URC Site.**

This was discussed under Open Session above.

- e. **Local Plan Consultation.** No further update at present with the current consultation running until early 2024.

ii. **Maintenance Committee.**

- a. **Chairmans Report:** - The Committee met just prior to the Full Council meeting and discussed the following:

- i. **Tree Replacement** – The Clerk will source two further quotes for native species tree and will place the order for up to 18 trees which will be planted at various locations as agreed by Council.
- ii. **Play Equipment** – The Committee had reviewed the quotations received and this will be considered further by F&GP Committee at their forthcoming meeting on 1<sup>st</sup> November. **F&GP**
- iii. **Cemetery Water Supply** – The agreed contractor is due to contact Cllr Smith to discuss the exact requirements.

b. **Notice Boards**

It was agreed that the notice board in the cemetery would be cleaned, sanded and re-varnished by the Parish Lengthsman at his next visit. A replacement double fronted board would be sourced for the village green. **Clerk**

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

- a. **Chairmans Report.** No meeting of F&GP since last Full Council. Next meeting (rescheduled from 25th October) will look at 2024-25 budget setting to be taken to the November meeting of Full Council.

### **23.132 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT**

Good weather has continued with prolonged growing season requiring additional grass cuts being required, which may have knock on effect regarding associated grounds maintenance budget.

Tender submissions for the proposed improvements at the sports pavilion closed on 29th September (revised from the original date of the 12th) and those received and have been reviewed by the working party who will be feeding back to Council in due course. The Clerk continues to be monitoring the funding for this project.

Ongoing concerns regarding creation of a new unauthorised access onto South Town Road by the old URC continue to be unsupported by the Enforcement Team at EHDC, who are reluctant to take any visible action continue. A local resident has now involved HCC Highways who despite advising that the new access is illegal, are themselves not prepared to take action, preferring to defer to EHDC. In the meantime, it is reported that damage has occurred to a badger set located at the site. I feel sure that I am not

alone in my personal frustration at the apparent lack of willingness of the tiers of local government to implement their own policies. Clearly actions speak louder than words. Service of Remembrance and laying of wreaths at the war memorial, which is organised by St Andrew's PCC will be taking place on Sunday 12th November. It was further noted that the Medstead PCC would now be taking forward the replacement of the Church Gate without involvement of the Parish Council.

### 23.133 MEDSTEAD PARISH COUNCIL CLERK / RFO REPORT

The Clerk provided a verbal update on his activities.

### 23.134 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

Cllr Nelson provided a limited update on EHDC her role as EHDC District Councillor.

### 23.135 MEDSTEAD PARISH COUNCIL FINANCIAL MATTERS

- i. **Income and expenditure reports for September 2023.** These were agreed and signed off by Council.
- ii. **Bank reconciliations as at 30<sup>th</sup> September 2023.** Following a review by a non-signatory councillor, these were agreed and signed off by Council
- iii. **Conclusion of 2022/23 Audit Notice.** This was noted by Council.
- iv. **Pavilion Gas Supply** – Upon receipt of a statement, it was agreed that Medstead Parish Council would further reimburse Medstead Sports Club for a further quarter's gas supply costs, pending the work associated with the Pavilion commencing.

Cllr Kercher

### 23.136 S106 / CIL FUNDED PROJECTS

- i. **Medstead Village Green.**  
Unless nematodes can be quickly sourced and the Clerk was asked to chase this again with the previous supplier, given the lack of availability of nematodes the implantation would not go ahead this Autumn and the appointed contractor would instead just aerate and fertilise the Green in the Spring of 2024.
- ii. **Medstead Parish Office.** Cllr Clark would chase the architect regarding the pending approval by EHDC of the building regulations. The Clerk was asked to undertake a credit check on the short listed contractor with whom it is planned to meet on 13<sup>th</sup> October.
- iii. **Tree Replacement.** The Clerk had circulated a spreadsheet detailing the affordability of replacement trees with the S106 funding available for such projects. It was agreed that 18 trees could be purchased and the Maintenance Committee would consider this further at their October meeting.
- iv. **Speedwatch SLR.** The Clerk had applied to HCC for S106 (Transport) funding for a new permanent sign on Roe Downs Rd which has been approved and it was agreed that the Clerk would order the sign.

Clerk

Cllr Clark  
Clerk

Clerk

### 23.137 MEDSTEAD PARISH COUNCIL POLICY

Following a review by Maintenance Committee, the following Council Policies (i and ii) were considered and adopted by Medstead Parish Council.

- i. **Cemetery Regulations.**
- ii. **Playground & Recreation Area Policy.**
- iii. **Conserving Biodiversity Policy.** This was noted by Council and would be considered further in due course.

**23.138 MEDSTEAD VILLAGE HALL IMPROVEMENT PLANS**

Cllr Quinlan updated Council of the Village Hall Committee’s proposed improvement plans which will initially focus on installing an air source pump and solar panels. It is proposed that funding will be sought through an application for S106 monies.

**23.139 MEDSTEAD PONDS**

- i. **Medstead Village Pond.** The working Group would be invited to the November Full Council meeting to give an update.
- ii. **Five Ash Pond.** The Clerk had communicated with the contractor regarding the replacement fencing.
- iii. **Soldridge Pond.** Nothing to report.

**23.140 CORRESPONDENCE**

The following correspondence was noted by Council.

- i. **Wildflower Meadow.** A response had been received from the residents of Cedar Stables which was considered by the Council. The Clerk was asked to respond.
- ii. **Flood Risk Management Guidance for Landowners.** This was noted by Council.

Clerk

**23.141 MEDSTEAD PARISH COUNCIL REPRESENTATIVE REPORTS**

- i. **Medstead & Four Marks Neighbourhood Plan Steering Group.** Cllr Clark reported that he had attended the Community Meeting at Four Marks Village Hall 8<sup>th</sup> October 2023, where the objectives were to update and inform on the potential large scale housing developments and the EHDC local plan timetable.
- ii. **Speedwatch.** Cllr Smith reported that there were still only a few volunteers available and therefore the activity of the Group was somewhat restricted.
- iii. **Medstead Village Hall (MVH).** Cllr Quinlan reported that the MVH committee met on 19<sup>th</sup> Sept 23 with a good attendance. The 21 -22 Accounts are currently being audited and are in a healthy state with hall occupation and utilisation increasing. The legal structure of MVH to become a Charitable Incorporated Organisation is ongoing with a resolution to be proposed at the AGM. EHDC accepted the application to change the Dedicated Premises Supervisor to a Trustee group responsibility. A meeting previously held to identify and discuss a range of hall improvements prioritised the installation of an air source heat pump and solar panels. These are now subject to S106 grants, and all appropriate approvals including that of MPC. New 2 year fixed energy contracts have been reviewed and placed, and a new fibre broadband contract arranged. An extensive maintenance programme is being progressed, with a revised MVH website in hand. A new secretary has been appointed to the committee – Sam Freer and the new events committee has been very active in planning various events prior to Christmas. The next village hall committee meeting will be on 17<sup>th</sup> Oct 23 with the MVH AGM on 21<sup>st</sup> Nov 23. Full Minutes of MVH committee meetings are available if required.

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

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