



Medstead Parish Council

Minutes of the Full Council Meeting – 20th March 2024.

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

Also in attendance: Three Medstead Fete representatives & Peter Baston (Parish Clerk).

ACTION

24.033 OPEN SESSION

- i. A member of the Medstead Fete Committee questioned the quality of the proposed fete shed to be constructed as part of the improvements to the Sports Pavilion as they were seeking a like for like replacement which would include insulation, which they felt was inferior to the old shed. Medstead Parish Council had sourced a possible shed from AVS and it was suggested that the Fete Committee should look at the new shed by visiting AVS, which they agreed to do.

Medstead Parish Council offered to assist the Fete Committee in sourcing possible grant funding to cover the additional cost of the insulation.

Once the Fete Committee have indicated that they are content, Medstead Parish Council would then place the order for the new shed which would be sited on a 5.5m x 3.5m concrete base, being constructed by the contractor. The current temporary storage of the Fete equipment would remain in situ until the date of the Fete in July 2024, when the equipment would then be placed in the new shed at the end of the Fete and the temporary container would then be removed.

- ii. Cllr Jackson mentioned that a resident had contacted her directly about the condition of the Cemetery path and overhanging trees which impeded disabled access. Cllr Jackson would respond.

Cllr Jackson

24.034 APOLOGIES FOR ABSENCE

Cllr. Charles Clark - Approved

24.035 DECLARATION OF INTEREST

Cllr Maloney declared an interest in agenda item 5b (ii).

24.036 MEDSTEAD PARISH COUNCIL MINUTES

- i. The minutes of the meetings held on **14th February 2024** were proposed as a true record by Councillor Kercher seconded by Councillor Quinlan 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	Pending	This would be taken forward by the new Clerk in due course.
23.146 (v)	Nov-23	Full Council to consider 2024 bulb planting in August 24	Full Council	Pending	To be considered in August 2024
23.160 (ii)	Dec-23	Maintenance Committee to consider a suitable site for a mens shed	Mtce. Committee	Outstanding	on next Mtce meeting
23.169 (ii) b		Clerk to apply for generic S106 funds for the Pavilion solar panels etc.	Clerk	Pending	Waiting for the quotations to allow an application to proceed.
24.005(iii)c	Jan-24	F&GP Committee to consider Medstead SC Agreement revisions	F&GP Committee	Outstanding	on next F&GP meeting
24.018 (ii)	Feb-24	Maintenance Committee to consider Churchyard kissing gate	Maintenance Committee	Outstanding	on next Mtce meeting
24.028 (iv)		Maintenance Committee to consider additional play equipment purchase funded by S106	Maintenance Committee	Outstanding	on next Mtce meeting

24.037 COMMITTEE MINUTES AND REPORTS

i. Planning Committee.

- a. **Chairmans Report.** Since our last meeting a great deal of work has gone into the response to EHDC in respect of the Draft Local Plan (DLP) the consultation period for which closed on the 8th March. Representatives from MPC, FMPC, NPSG, SMASH and Fight4FM have been working extremely hard to make sure that the response to the DLP was constructive and broadly supportive. Housing numbers in the two Parishes as detailed in the DLP did take into account the local concerns about numbers, particularly bearing in mind the vast increase in housing numbers over that which had been originally planned.

The NPSG, until recently so ably led by Nick Stenning, had taken the lead in drafting this response and it would be remiss of me not to acknowledge the skill and knowledge that Frank Maloney has brought to this process. I would also like thank those MPC Councillors who took part in the working parties for their input. I'm pleased to say that responses to the DLP have been sent to EHDC from both Parishes and the NPSG. It now remains to be seen what will emerge following the consultation period.

Councillors will probably be aware of the Save Neatham Down campaign and we should all follow that closely as it may yet have some influence over the emerging Local Plan. As a follow up to all of this, I would ask MPC to write 2 letters to EHDC. The first to seek a meeting to discuss our concerns over the proposed Settlement Policy Boundaries and the second to discuss options for alternative sites to replace FMS001. If Council are agreeable, I would suggest that Cllr Frank Maloney take this forward, bearing in mind the position of Clerk to MPC.

The Planning Application front continues to be quiet and allows for the determinations of the Planning Committee to be held as an agenda item in Full Council and I am grateful for other Councillor's forbearance in this. Maybe they have had a small insight into the planning process.

Finally can I thank our Council Chair for standing in for me tonight, as I am committed elsewhere.

b. Planning Applications

- i. **59300/003** Lawful development certificate proposed - single storey rear extension. Magpie Farm, Common Hill, Medstead, Alton, GU34 5LZ. **Medstead Parish Council have reviewed the application and have no comment to make and will leave the decision to the EDC Planning Officer.**
- ii. **60260** First floor extension over existing garage, two storey extension to side, conversion of existing garage to habitable accommodation. Five Ash Cottages, Soldridge Road,

Medstead, Alton, GU34 5JF. **Medstead Parish Council have reviewed the application and have no objection, subject to the extension being only for use by the resident family.**

- iii. **59300/004** Retrospective application to retain existing detached single storey building for use as office accommodation in connection with an on-site forestry management business. Magpie Farm, Common Hill, Medstead, Alton, GU34 5LZ. **Medstead Parish Council have reviewed the application and have no objection.**
- iv. **33657/001** Two storey extension to each side of dwelling, attached double garage following demolition of existing garage. Silverlea, Paice Lane, Medstead, Alton, GU34 5PT. **Medstead Parish Council have reviewed the application and felt that the proposed garage is inappropriately placed being in front of the building line and therefore object to the application on that basis.**

ii. **Maintenance Committee.**

- a. No Chair report as the next meeting is due to be held on 27th March.
- b. **Day Work Contract.** The meeting was closed to the public and this item was discussed in confidence.

The Meeting was re-opened to the public

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

- a. **Chairmans Report.** Cllr Jackson reported that no meeting since last meeting of Full Council. Since it is not possible to find a permanent replacement for the Clerk, F&GP have agreed to looking to appointing a locum clerk. As it stands, there appears to be a significant number of local councils who are looking for clerks and the available locums seem to be covering multiple councils. Following concerns about the number of incomplete jobs, F&GP have reviewed the performance of the new Day Work Contractor and agreed the next steps with the Clerk.
- b. **Parish Clerk Recruitment.** The closing date for receipt of applications for the soon to be vacant Clerk position is 22nd March. In the interim, it was agreed that a locum clerk be sought and the Chair and Current Clerk had met with a possible locum clerk. It was agreed by Council that this person be appointed for a period of 12 hours per week but subject to an increase in hours as and when required.

24.038 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT.

The Clerk, Vice Chair and I have been trying to identify a suitable locum clerk. The hourly rate for locums is high compared to a permanent position, and other concerns have included the distance a possible locum must travel (chargeable) and that fact that almost all possible candidates are already covering two other parishes – Medstead would be a third.

With the Clerk and Vice-Chair, we have been addressing the concerns of the neighbours to the Wildflower Meadow following the planting of the recently

acquired fruit trees. A plan of the sewage treatment plant drainage system has been supplied, resulting in some of the trees requiring replanting. This has been completed to the satisfaction of the residents.

Communication with residents during the Clerk's leave.

24.039 MEDSTEAD PARISH COUNCIL CLERK / RFO REPORT

1. Play Equipment to be installed by Playdale in early April 2024.
2. Balancing cash flow for the Parish Council given the large invoices being paid has been a real issue due to the timeframe for receiving VAT recovered funds from HMRC and CIL payments from EHDC. All reserves have been used pending the VAT recovery.
3. 5 fruit trees were purchased from PECAN and planted (and replanted!) in the Wildflower Meadow
4. New advert for the new Parish Clerk and RFO with Medstead Parish Council, has so far resulted in 0 applications. Closing date is 22nd March 2024. With the Chair, we are speaking with a potential locum clerk on 20th March. The outcome will be reported at Full Council.
5. Met with Pavilion contractor / Architect to discuss progress on the project.
6. Liaised with EHDC Electoral Services regarding Councillor resignations.
7. Moss removal on Pavilion will be undertaken by Moss Master on 21st March.
8. Third year contacts signed for the Green Mowing, Cemetery / Churchyard maintenance and the wildflower meadow.
9. Liaison with day work contractor regarding outstanding tasks. All work should be completed by 19th March.
10. Manor Colts have again booked the Green for football practice on Wednesday evenings.

Cemetery Activity

Ashes burial x 2

Memorial Application x 2

Village Green Booking(s)

Manor Colts under 14 - 3/2/24 – 1/5/24 (Wednesday evenings)

24.040 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

Cllr Day provided a written report where he welcomed Roland Richardson as our 3rd Ward Councillor and look forward to working as a team with him.

Local Plan

The Consultation was extended for a few days due to technical issues and has now closed. The process of collating the residents' views, alongside those of developers, is an immense task for the planners, we look forward to their conclusions. Publication of the consultation is due in July 2024

EHDC Full Council Meeting

The next EHDC full council meeting will be held on Thursday 21st March. The agenda will be published on the EHDC website.

In February, EDHC held a full Council meeting to approve the budget. Unlike many other councils in the news, it's good to report that EHDC's finances are stable although tight. Some Councillors felt that they had been transparent on all aspects of the budget. Others felt they did not have enough information on which to base a decision - and subsequently abstained. Nevertheless, the budget was passed, with a commitment to share information even earlier and communicate more effectively in the future.

Bin collections

We hope you have noticed improvements in the reliability of bin collections. New bin lorries have been acquired which appears to have made a significant difference to this service. If your bin was not collected, please report it as missed using your MyEHDC account. Reports must be made before 4pm on the next working day after your collection was due.

Dog Fouling

We received a request to help resolve issues with dog fouling on the Four Marks recreation ground. Officers have attended the site and will continue to do so. We would like to remind dog owners that failure to clear up after your dog can lead to a fine of £100. Also note that offences include Littering (cigarette butts, chewing gum, packaging) If the recreation bins are full please take your litter home and dispose of it in your dustbin.

Councillor Grant Awards

Applications for councillor grants have ended in February 2024 We will advise when the new scheme commences. During the last round of grants the councillors approved funding for , 2 benches, 1 notice board, tools for a local charity, a water pipe , play equipment and have contributed towards community events.

Supporting Communities Fund

The Supporting Communities Fund is an annual grant scheme which offers financial support to projects run by charities and organisations. From 2nd April, groups can apply for up to £25,000 to support one-off projects or up to £30,000, spread across three years, to support income streams. The projects must meet one of the following criteria:

- 1) support positive mental health in residents, in particular young people
- 2) reduce social isolation in residents, in particular older people
- 3) supporting a community's ability to thrive, despite adversity, by building strong community resilience

The deadline for applications closes on 14th May.

Planning

A reminder to check the EHDC website for details of the next planning meeting, including the agenda which will be displayed in the week before the meeting.

Everyone in the community has the right to comment on a planning applications.

If you have queries on a specific application and wish to discuss, do please email us in the first instance and we can decide how to work together.

Fly Tipping

To report any Fly Tipping please use EHDC website.

Reporting has transferred from Hampshire CC website and is now with EHDC.

24.041 ANNUAL PARISH ASSEMBLY

It was agreed that the Assembly would be limited to a series of reports provided beforehand by the usual participants and that before the start of the April 2024 Full Council meeting, there would at 7pm, be an opportunity to allow anyone to digest them. Clerk to source reports.

24.042 MEDSTEAD PARISH COUNCIL FINANCIAL / PERSONNEL MATTERS

- i. **Income and expenditure report for February 2024.** This was agreed by Council.
- ii. **Bank reconciliation as at 29th February 2024.** These were agreed by Council having been signed off by Cllr. Brayford.

24.043 S106 / CIL FUNDED PROJECTS

- i. **Medstead Village Green.** Southern Ground Care are shortly to carry out the further aeration and fertilisation of the Green.
- ii. **Medstead Parish Office.** Cllr Clark submitted a written report which stated that work continues albeit a slower pace that we might like, but the weather has been so wet that it is perhaps understandable. The project completion is now expected to be the end of May. The Clerk has asked the Contractor to get 3 quotes in respect of the Solar panels and the heat pump to enable MPC to look into the grant process. Discussions continue with the Fete Committee regarding the shed to be supplied.
- iii. **Medstead Pond.** The Clerk had met with the working party and it is planned to commence dredging of the pond shortly and then to place the pond liner in the Pond. It was agreed that due to the unexpected price increase of the pond liner that an EHDC councillor grant be sought and the Clerk would take this forward in the new financial year.
- iv. **Medstead Green Play Equipment.** The play equipment is shortly to be installed on the Green by Playdale.

Clerk

24.044 MEDSTEAD POND(S) REPORT

No further update.

24.045 CORRESPONDENCE

The following correspondence was noted by Council.

- a. **Community Emergency Plan.** This would be considered by F&GP Committee.
- b. **EHDC - Funding makes new projects possible.** This was noted by Council.
- c. **Layby on Lymington Bottom Road.** This was noted by Council.

F&GP
Committee

24.046 MEDSTEAD PARISH COUNCIL REPRESENTATIVE REPORTS

- i. **Medstead & Four Marks Neighbourhood Plan Steering Group.**
No further update.
- ii. **Speedwatch.** Cllr Smith requested that funding be made available for the camera project and it was suggested that he arranges for a grant application to be made to cover the cost.
- iii. **Medstead Village Hall (MVH).** No further report
- iv. **Medstead Sports Club.** Kathie Hoff has decided that the time has come for her to retire as Secretary of the Sports Club. She has held this post for some 30 years and she will be missed very much. The Club's Annual General Meeting is being held on 3rd April when it is to be hoped that a volunteer will come forward to take her place.

The Club has paid the fee required by SSE Energy Supply Limited to remove the gas meter from the Pavilion (£357.43) which the Parish Council has agreed to reimburse. The contract for gas supply can then be terminated.

Both the Tennis Club and the Bowls Club are in discussion with the landowner's agents to extend the periods of the leases which they hold for their premises in Roe Downs Road.

There were no further matters to discuss and the meeting was closed at 9.55pm.

Signed Chairman

Date.....