



Medstead Parish Council

Minutes of the Full Council Meeting – 17th April 2024, 7.15pm

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

Also in attendance: Seven members of the public, a representative from Bargate Homes, Cllr. Neal Day (EHDC Councillor), Tracy Predeth (Locum Parish Clerk) and Julie Russell (Parish Clerk).

ACTION

24.047 ANNUAL PARISH ASSEMBLY

Reports were received from:

- a. Hampshire County Council – Cllr Mark Kemp-Gee
- b. East Hants District Council – Cllrs. Neal Day, Ilena Allsopp & Roland Richardson
- c. Hampshire Constabulary – Alton Rural Crime Team
- d. Medstead Footpath Officer – Mr. Chester Whapshare
- e. Medstead Parish Council – Cllr. Deborah Jackson

These were circulated to councillors in advance and distributed to all present and will be uploaded onto the MPC website.

24.048 OPEN SESSION

- i. A Planning Consultant from Bargate Homes presented a proposed development of 75 homes which will face onto Beechlands Road, Medstead. The session and accompanying slide pack were for information only with no discussion and he reminded attendees that they are running a public consultation, due to end on 21st April. Bargate Homes intends to make an outline application to EHDC once feedback from the consultation has been considered.
- ii. A resident raised concerns over the traveller site at Stoney Lane (used since 2021), and he enquired what MPC was doing about it. He was advised that the enforcement order from EHDC has been in place for 18 months with 6 months remaining until it expires. EHDC have said that the matter is down to the Planning Inspectorate and he will get notified when the appeal starts. He was also advised to contact his Ward Councillor.
- iii. A resident highlighted the issue of flooding at the crossroads of Roe Downs Road and Five Ash Road, noting that EHDC has not yet taken actions to resolve the problem. They are concerned that it will get worse if Bargate proceeds with the development. He was advised that it is a Highways issue and Cllr. Mark Kemp-Gee is aware. MPC offered to contact Cllr. Kemp-Gee and will also address the matter in its response when Bargate makes a planning application.

**Planning
Committee**

24.049 APOLOGIES FOR ABSENCE

None

24.050 DECLARATION OF INTEREST

Cllr Smith declared an interest in agenda item 6c (iii b). Cllr. Maloney declared an interest in item 6b (ii).

24.051 MEDSTEAD PARISH COUNCIL MINUTES

a. The minutes of the meetings held on **20th March 2024** and **9th April 2024** were proposed as a true record by Councillor Kercher seconded by Councillor Quinlan and were signed by the Chairman.

b. 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	
24.028 (iv)		Maintenance Committee to consider additional play equipment purchase funded by S106	Maintenance Committee	Outstanding	
24.033 (ii)	Mar-24	Cllr Jackson to contact resident regarding Cemetery maintenance issues	Cllr Jackson	Completed	
24.043 (iii)		Clerk to seek EHDC Councillor grant in 2024/25 for additional pond liner costs	Clerk	Outstanding	To be undertaken in new financial year
24.045		F&GP to consider a Community Emergency Plan	F&GP Committee	Outstanding	on next F&GP meeting
24.047 (i)	April 24 (Extra)	Cllr. Bennell to speak with a representative of the Church to source the post. To be taken forward by the Maintenance Committee.	Cllr Bennell & Maintenance Committee	Outstanding	
24.047 (iii)		Item on Telephone exchange break in to be posted in the Four Marks News.	Clerk	Outstanding	
24.047 (iv)		Clerk would write further to the Fete Committee confirming that the plinth size would be 5.5m x 3.5m	Clerk	Completed	
24.050		Chair would contact successful Clerk candidate and notify the unsuccessful applicant.	Cllr Jackson	Outstanding	

The following matters were raised with regard to these minutes:

- i. 24.018 (iii) Following the merger of Medstead and Four Marks church parishes, Cllr. Maloney will update the clerk with any changes to the point of contact regarding the churchyard.
- ii. 24.028 (iv): The council agreed that the contractor's container, portaloo and skip would be located on the green beyond the barrier and the clerk will communicate this (making them aware of school times) and be the point of contact.

Cllr Maloney

Clerk

24.052 COMMITTEE MINUTES AND REPORTS

a. Planning Committee.

- i. **Chairman's Report.** I'm happy to report that this has been another quiet month, at least as far as Medstead is concerned. To that end I am grateful to Council for including the Planning Committee meeting as an agenda item of the full Council agenda. MPC have or are about to write to Adam Harvey at the EHDC to arrange a meeting/s to discuss the SPBs and also to look at possible alternative development sites within the Parish. In that connection, MPC along with FMPC and the NPSG are in the process of setting up meeting with Mr Harvey as early as the 30th April. More on this to follow.

FMPC and the NPSG have now to deal with the outcome of the successful appeal by Gladman (APP/M1710/W/23/3329928, 46, Lymington Bottom, Four Marks), as determined by the Planning Inspectorate on 10th April 2024. Briefly, this is in respect of the demolition of 46, Lymington Bottom and the erection of up to 60 dwellings. I think we need to be very watchful of how this may affect both Parishes.

There is a planning appeal (APP/M1710W/23/3332870) on going in respect of 21 Abbey Road and the MPC response in support of the

EHDC decision letter of 10th May 2023 was uploaded to the Planning Inspectorate portal on 10th April 2024. Once again I am grateful to Cllr. Maloney for his work on this matter.

This being my final report as the Chair of the Planning Committee, I would like to place on record my thanks to both past and present Councillors on that Committee for their support over the last 3-4 years and I wish them success in their endeavours in the future.

ii. **Planning decisions**

- a. The planning appeal for 46 Lymington Bottom, GU34 5AH has been granted, as detailed in the chairman's report. The Planning Committee raised concerns over this appeal with Cllr. Day and asked him to request a follow-up enquiry with all three District Councillors and Richard Millard.

iii. **Planning Applications (Medstead Parish)**

- a. **20484/002** Conversion of roof space and garage to habitable accommodation, single storey extension to rear following demolition of existing single storey extensions. Prosit, Roe Downs Road, Medstead, Alton, GU34 5LG. **Medstead Parish Council has no objections to this application.**
- b. **60350.** New cabinet structure known as a VDSL Cabinet was planned. Street Record, Corner Five Ash Road and Stoney Lane, Medstead, Alton. **Medstead Parish Council welcome this addition to the infrastructure of the Parish, supporting the much needed electronic communication development of the area.**
- c. **60368.** Retrospective application for a change of use for a mixed use in agriculture, hobby farm & leisure with associated buildings. Land at Dairy Dale Farm, Wield Road, Medstead, Alton. **Medstead Parish Council has multiple concerns with this application. It is out of keeping with the neighbouring large arable fields, the demarcation fencing is inconsistent with other fencing in the area and the illegal larch fencing is out of character. The owner is not resident and not 'Supporting a prosperous rural economy', with unsubstantiated links to NPPF paragraph 80. The animal husbandry aspects do not merit human intervention located adjacent to the site and the MPC believes overnight occupation should be prevented. The site does not conform with JCS Core Policy CP20 Landscape. MPC has additional concerns over illumination (with regard to its Dark Skies Policy), noise and pollution and breaches of hedgerows. The development of this site has greater density and livestock numbers than the neighbouring site that was granted permission on appeal.**

iv. **Planning applications (Four Marks parish)**

- a. **50994/002.** Detached Garage with first floor accommodation. 12 Station Approach, Four Marks, Alton, GU34 5HN. **Medstead Parish Council will ask EHDC to stipulate as a condition of granting that the applicant provides a sample and uses brick and tile of similar material and colour to those used in the Mid Hants Heritage Railway station buildings adjacent to the garage.**

b. Maintenance Committee.

- i. **Chairman's report** This year we have planted 18 new trees to replace trees that had Ash Dieback and planted fruits trees in Wild Meadow. A new water pipe with a new tap has been laid to the far end of the cemetery. New play equipment has been ordered and is about to be installed. We are looking to place orders for new tables in the play area which will be made of recycled plastic. Notice boards have been replaced, again made from recycled plastic. We have been involved in the working group for pavilion modifications to give us a parish office in the village. New cameras will be installed to help reduce speed in village.

On specific issues discussed in the meeting, the repair of the kissing gate is in hand and the new notice board has been checked and is okay. A letter regarding the new building has been sent to the Fire Inspectorate and photographs of the flower meadow have been sent to EHDC.

- ii. **Day Work Contract.** This item was discussed in confidence.

Clerk

c. Finance & General Purposes Committee.

- i. **Chairmans Report.** At the meeting held on 27th March it was felt that an impasse had been reached regarding what the Fete Committee would like in terms of a storage facility and what MPC has the budget to supply. It was agreed that, as far as was possible, a like-for-like replacement for the original should be supplied with the base area being extended to the maximum area to enable future development.

Four grant applications were received, the total of which exceeded the residual budget for the current year – most of these will need to be considered in the 2024-25 financial year.

- ii. **Parish Clerk / RFO recruitment update** Julie Russell was welcomed on board as the new Parish Clerk / RFO. The council voted to approve the local government pension scheme being offered to the new clerk. This is not in the current 2024/25 budget. They also approved that she should become a signatory on the Nat West bank accounts.
- iii. **Parish Council Grants**
 - a. **Medstead Gardeners Club** A grant application of £50 has been approved as recognition for planting flower bulbs.

- b. **Medstead Speedwatch** The grant application for £134.19 for a post extension for Speedwatch cameras was withdrawn as the price has increased. A new grant application will be resubmitted at the 8th May meeting.
- c. **CAB East Hampshire** A grant application has been received for £300. The F&GP committee recommended that this be reduced to £150 because of the cap of £500 on total grants and the council approved this.

24.053 MEDSTEAD PARISH COUNCIL CHAIRMAN REPORT.

Further interviews for the Clerk vacancy have taken place and following the decision taken at the Extraordinary Meeting on 9th April, I am pleased to be able to advise that the successful candidate, Julie Russell, has accepted the post of Parish Clerk/ RFO. There will be an overlap of approximately one month with the locum Clerk/ RFO (Tracy Predeath) to allow Julie to familiarise herself and our retired clerk Peter has kindly offered to help Julie with any questions. In the meantime, I have been acting as a point of contact for communications and enquiries. Julie does not currently hold the CILCA qualification but will be undertaking training. These changes will have a financial impact on the Council, and it may become necessary to revisit the budget areas later in the year

24.054 MEDSTEAD PARISH COUNCIL CLERK / RFO REPORT

Due to the interim period between parish clerks there is not a clerk’s report at this meeting and information will be incorporated into the May report.

24.055 EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

A reminder of our contact details, committees we sit on and other roles:

Neal Day	Licensing , Assistant Portfolio Holder for Transformation	neal.day@easthants.gov.uk 07596 539249
Ilena Allsop	Standards, licensing reserve & cross-party Climate Liaison Panel	ilena.allsopp@easthants.gov.uk Mobile 079181 85314
Roland Richardson		roland.richardson@easthants.gov.uk Mobile 07739 917438

Our first year as district councillors has been quite challenging. As new councillors we had a very steep learning curve in a ward with more than its fair share of concerns over development in an area with poor infrastructure and concerns such as flooding.

We have had to learn about our ward and also how the district council operates to enable us to best reflect our electorate. Over the year we have developed good relationships with Parish Councils, fellow District Councillors, County Councillors, our MP, local Police and most importantly our electorate.

Due to a resignation of one of the new councillors, we were forced to have a by-election earlier this year. We are now back up to strength and working effectively as a team.

A large amount of our time is spent on case work where we get involved with many issues such as dustbins, trees, bottle banks, dog fouling, flooding, potholes, fly tipping, unauthorised development, pavements, neighbour disputes and many more. Not all of these are district responsibility but we try to assist in resolution nonetheless.

It may have gone unnoticed but the bin collections have significantly improved. This is due to the acquisition of new bin lorries which are proving to be far more reliable. For your information the lorries are owned by East Hants District Council but operated by Norse.

EHDC has been progressing on many projects to cut costs and increase efficiency. In 2024 they have completed their move from Penns Place to Monterey House. This move alone will reduce annual costs by £125k per year. They have also commenced on a journey of IT transformation, moving away from the outdated solutions in place when sharing services with Havant.

The first step in this transformation is moving many of the services into a single tenancy cloud based environment and providing an improved Microsoft internal email system. There are many more changes to come in the near future, many of which will be transparent to users, however, the new systems will provide a much improved user experience along with the added flexibility to develop enhancements.

We have recently received the outcome of the Gladman appeal ref APP/M1710/W/23/3329928. Up to 60 houses can now be built on the site situated between Lyminster Bottom and Brislands Lane. The dwelling at 46 (Mount Royal) Lyminster Bottom will be demolished to create an entrance to the site. This is an undesirable outcome that can have a major impact on potential development opportunities prior to finalisation of the Local Plan scheduled for Autumn 2025 Throughout the past year there have been 113 planning applications submitted in the ward as follows:

Four Marks	Medstead	Chawton
61	48	4

For the 2023/24 year District Councillors each had a £4500 grant budget. This was completely used to the benefit of the community as follows:

- A water feed in Medstead Cemetery
- A bench in Four Marks Cemetery
- Tools for Riding for the Disabled
- A bench in Chawton
- A notice Board
- School Play equipment in Medstead School
- Village Picnic Four Marks

24.056 FINANCIAL MATTERS

- a. Income and expenditure report for March 2024.** Due to the clerk handover this was not available and will be addressed in the May meeting.
- b. Bank reconciliation as at 31st March 2024.** Due to the clerk handover this was not available and will be addressed in the May meeting.

24.057 S106 / CIL FUNDED PROJECTS

- a. **Medstead Village Green Restoration.** Aeration and fertilisation of the green by Southern Ground Care has been delayed due to poor weather. Cllr. Kercher is trying to negotiate a suitable new date that does not clash with cricket matches.
- b. **Medstead Parish Office / Pavilion / Community Room** Current plans have internal walls in the attic room with no provision for door access to the eaves for storage. It had been previously discussed but not carried forward into plans. This will be requested at the next meeting with the architect on 18th April, together with a request for an outside tap

Cllr. Smith

24.058 MEDSTEAD POND(S) REPORT

Due to delays on starting work there are no updates.

24.059 CORRESPONDENCE

The following correspondence was noted by Council.

- a. **Applications open for community grants up to £30,000.** The council discussed suggestions and will give consideration to how to promote the availability of this grant to village organisations.

Clerk

24.060 MEDSTEAD PARISH COUNCIL REPRESENTATIVE REPORTS

- i. **Medstead & Four Marks Neighbourhood Plan Steering Group.**
There is a meeting at the end of next week.
- ii. **Speedwatch.** Cllr Smith reported that they are looking for new members but are still trying to get out when they can. There are three cameras that can be fitted at various sites to check average speeds, and they are waiting for one post to be raised higher. The information will help identify at what locations and at what times of day speeding most frequently occurs.
- iii. **Medstead Village Hall (MVH).** No further report
- iv. **Medstead Sports Club.** The new Sports Club secretary is Andy Fry
- v. **East Hampshire Association of Parish & Town Councils** The minutes of their last meeting have been circulated.

There were no further matters to discuss and the meeting was closed at 9.25pm.

Signed Chairman

Date.....