



# Medstead Parish Council

## Minutes of the Full Council Meeting – 11<sup>th</sup> June 2025, 7.30pm

**Present:** Cllrs. Mike Smith (Chair), Mark Brayford, Frank Maloney, Phil Quinlan, Gordon Mitchell

**Also in attendance:** Julie Russell (Parish Clerk), one member of the public

	ACTION
<b>25.062 OPEN SESSION</b> a. Cllr Smith said he had replaced a screw on Playdale Play Equipment. b. Cllr Brayford raised a resident's letter he had received but it is already on the agenda. c. Cllr Quinlan reported he had been unable to attend the EHAPTC meeting but asked the Clerk to circulate her summary. d. Cllr Maloney spoke about the 115-dwelling planning application by the Travel Lodge, Four Marks.	Clerk
<b>25.063 APOLOGIES FOR ABSENCE</b> Apologies were approved for Cllr Kercher (illness) and Cllr Hood (holiday).	
<b>25.064 DECLARATION OF INTEREST</b> None	
<b>25.065 FULL COUNCIL MINUTES</b> Councillors resolved to confirm the minutes of the Full Council meeting on 14 <sup>th</sup> May and they were signed.	
<b>25.066 COMMITTEES AND REPORTS</b> <b>a. Planning Committee</b> <i>i. Chairman’s Report</i> <ul style="list-style-type: none"> <li>- The Chairman noted that the new format for the clerk circulating planning applications was helpful.</li> <li>- He noted the new EHDC Planning Applications system made it hard to link documents for related applications.</li> <li>- He briefed Councillors on an EHDC Planning Meeting he attended for a 35-dwelling application in Four Marks (20252/004).</li> <li>- The Planning Committee will be holding a workshop on Brackenbury Gardens.</li> <li>- The Hampshire Highways meeting was cancelled at short notice.</li> <li>- The NPSG has made its Call for Sites. Cllr Brayford has joined the NPSG.</li> <li>- District Councillors have approved a grant for further work on the NP</li> <li>- The chairman sought permission to lodge a complaint to EHDC over application EHDC-25-0530-DCON, which was agreed by Council.</li> </ul> <b>b. Maintenance Committee</b> <i>i. Chairman’s Report</i> <p>The chairman reported on matters in points ii-vi. He also noted the Committee had agreed to buy a first aid kit for the Parish Office and had reviewed fire evacuation procedures (as part of the risk register) and agreed no additional equipment was needed. The Clerk needs to get further information still on bin emptying frequency to work out how to deal with that task going forward. The Clerk is also working on a policy for new memorial benches in the Cemetery. The Council is seeking advice from EHDC on the fly-tipping of material on the border with the URC Church and is considering remedies to deal with it.</p> <i>ii. Dragon’s Teeth – decision on timing / scope of repairs</i> <p>Cllr Smith had repaired the loose dragon’s teeth with wooden wedges and as they now appear firm again, it was agreed to defer replacement until later in the year.</p>	<div>Cllr Maloney</div> <div>Clerk</div> <div>Clerk</div>

<p><b>iii. Playground Inspection Reports – recommendations on follow-up</b> There were no major issues found in the report and any minor points noted will continue to be monitored throughout the year.</p> <p><b>iv. Tree Inspections – recommendation for inspection this summer</b> The Committee agreed to do an inspection this summer rather than wait until the Autumn as previously planned. This is because the checks should include Ash die-back, and that is much easier to spot in the summer.</p> <p><b>v. Tree removal by the pond</b> A tree partially fell on 3<sup>rd</sup> June on the path near the pond and as it was a danger to public it has been urgently removed.</p> <p><b>vi. Allotment repairs – recommendations for next steps</b> A few issues have been raised by Medstead Allotment Society and these were addressed by the Committee, of which the most serious is movement in the bank between the Allotments the and playground on Nelson Drive. The Council needs to get further information on liabilities. A cheaper solution needs to be found for electricity there and Cllr Smith will help look into this. The Council resolved to buy Sadolin and brushes for the biennial working party to paint the Allotment shed, to be purchased by the Clerk</p> <p><b>c. F&amp;GP Committee</b></p> <p><b>i. Chairman's Report</b> The F&amp;GP chairman's report was circulated and is attached in the Appendix.</p> <p><b>ii. Broadband for the Parish Office</b> F&amp;GP recommended to buy BT Broadband service. Councillors resolved to agree this and the clerk will organise it.</p> <p><b>iii. Furniture for the Parish Office</b> F&amp;GP reported back that it favoured buying new furniture for the Parish Office but no final decision was agreed by Council, with an action for the Clerk to do further research on what is needed and the costs, with new and second-hand options. The Clerk was asked to double check the advice previously given to her by EHDC that CIL money cannot be used for furniture</p> <p><b>iv. Allotment fee increase</b> The fee has not increased from £175 since 2019 and the F&amp;GP Committee recommended increasing it to £200pa for 2025/26. However, concerns were raised over whether this increase is enough, particularly given repairs that may be needed and only a small group of residents use it so it is effectively subsidised. It was also noted that the Allotment Society would have insufficient funds to pay much more. Council agreed to look at how income and expenditure are distributed across all amenities later in the year and to also defer the decision on Allotment fees.</p> <p><b>v. Cemetery fee increase</b> F&amp;GP recommended a fee increase to the Council of 5%, rounded up to the nearest £5 and Councillors resolved to accept this.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Smith</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>25.067 MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT</b> There was no Chairman's Report</p>	
<p><b>25.068 CLERK /RFO'S REPORT</b> The Clerk's report was circulated in advance and is included in the Appendix.</p>	
<p><b>25.069 EAST HAMPSHIRE DISTRICT COUNCILLORS' REPORT</b> There was no monthly written report this month.</p>	
<p><b>25.070 TO APPROVE COMMITTEE TERMS OF REFERENCE</b> Councillors <b>resolved</b> to approve the Committee Terms of Reference as agreed / amended by the individual Committees and circulated to Full Council: a. Planning</p>	

<ul style="list-style-type: none"> <li>b. Maintenance</li> <li>c. F&amp;GP</li> </ul>	
<p><b>25.071 TO REVIEW AND RE-ADOPT THE FOLLOWING POLICIES</b></p> <p>Councillors <b>resolved</b> to approve each of the following policies (already reviewed and approved at F&amp;GP):</p> <ul style="list-style-type: none"> <li>a. Press and Media</li> <li>b. GDPR</li> <li>c. Complaints</li> <li>d. Risk Assessment</li> </ul> <p>For the Risk Assessment, F&amp;GP and the Clerk felt that it could still be improved as it had been reviewed in a tight timescale to make sure it was fit for purpose for working in the new Parish. The amended version was recommended for re-adoption now but it would be revisited again later in the year.</p>	
<p><b>25.072 POLICY TO ALLOW NSPG COUNCILLORS TO SPEAK TO DEVELOPERS</b></p> <p>At the last meeting the council proposed using a duplicate of FMPC policy “Protocol on planning applications meetings with landowners, developers, or their agents” adopted for Medstead to give the necessary permissions for NPSG-member Councillors to speak to site owners. However, the Clerk noted that it did not include all relevant wording to cover that situation. Cllr Maloney agreed to look at the FMPC policy and adapt it for what MPC needs</p>	Cllr Maloney
<p><b>25.073 FINANCIAL MATTERS</b></p> <ul style="list-style-type: none"> <li>a. Councillors <b>resolved</b> to approve the income and expenditure report and bank reconciliations for April and May 2025</li> <li>b. Councillors <b>resolved</b> to approve the payments list for May 2025</li> <li>c. Councillors <b>resolved</b> to change bank reconciliation frequency for CIL Accounts to once per quarter (unless there are transactions other than interest), rather than monthly.</li> <li>d. The Councils <b>resolved</b> quarterly reconciliations likewise for the Wake accounts.</li> </ul>	
<p><b>25.074 YEAR END 31<sup>ST</sup> MARCH 2025 – ACCOUNTS AND GOVERNANCE STATEMENTS</b></p> <ul style="list-style-type: none"> <li>a. Councillors noted the Internal Auditor’s report, with no matters arising.</li> <li>b. Councillors resolved to approve the Annual Governance Statement (AGAR part 1) and it was signed by the Clerk and Chairman.</li> <li>c. Councillors <b>resolved</b> to approve the Accounting Statements 2024/25 (AGAR part 2) presented by the Clerk / RFO and the Chairman signed it.</li> <li>d. Councillors <b>resolved</b> to agree the Notice for Public Right of Inspection of Accounts to be posted on 19<sup>th</sup> June, with inspection commencing the following day up to 31<sup>st</sup> August.</li> <li>e. Councillors <b>resolved</b> to confirm that BDO LLP is independent of all Councillors.</li> </ul>	
<p><b><u>Councillors agreed to move item 14 on the agenda to the end of the meeting</u></b></p> <p><b>25.075 HIGHWAYS ISSUES</b></p> <p>To consider Council actions and /or correspondence with HCC needed for the following</p> <ul style="list-style-type: none"> <li>a. <b>Village Pond</b> It was agreed that Cllr Maloney would write a letter to HCC on the village pond as Cllr Hood is away.</li> <li>b. <b>Speeding and vegetation on Trinity Hill</b> Council was concerned that the speed limit on Trinity Hill steps down from 60mph to 20mph with too large a change and HCC should look at it urgently, thus the Council will write to HCC. The Clerk was asked to consider the Lengthsman to cut down vegetation round the sign. The possibility of a flashing SLR was discussed but with no actions agreed.</li> </ul>	<p>Cllr Maloney</p> <p>Cllr Maloney</p>

<p>c. <b>Five Ash Pond</b> Cllr Maloney had drafted a letter to HCC but it had not yet been approved by Councillors to send, so this action will be completed.</p> <p>d. <b>Speed limits Soldridge Road / Grosvenor Road</b> This had been discussed some months ago when raised in an open session with a resident but had led to no minuted actions. Cllr Smith stated he had got a quote for another sign warning drivers that they share the road with pedestrians, but it was either not shared or not acknowledged so he would resend it. Cllr Smith requested to purchase a 'Parish Office' sign at the same time, and Councillors agreed.</p> <p>e. <b>Footway on Roe Downs Road</b> The Council noted that the current plans for a new footpath by Medstead School is around 100m shorter than previously indicated. It is provisionally planned for the school holidays. HCC have requested four parking spaces for the contractor's vehicles in the Village Hall car park. Councillors agreed to this but suggested that the Bowls Club could be better, and Cllr Smith will contact a Bowls Club member. There have been no updates from HCC Cllr Kemp-Gee on the availability of land to extend a footpath the length of Roe Downs Road.</p>	<p>Cllr Smith</p> <p>Cllr Smith</p>
<p><b>25.076 COUNCILLOR VACANCIES</b> Two people have expressed an interest in becoming Councillors but one was going on holiday for a month. The Clerk will check back with them if they are still interested and will repromote the vacancy notice until the next meeting.</p>	<p>Clerk</p>
<p><b>25.077 CORRESPONDENCE</b> <b>Correspondence from resident regarding Roe Downs Road</b> The Council was requested to consider removing tree vegetation obscuring the School warning sign place on the green on Roe Downs Road and asked for updates regarding footpaths. The Clerk will respond to his letter.</p>	<p>Clerk</p>
<p><b>25.078 VJ DAY CELEBRATION</b> This event is planned for 15<sup>th</sup> August. A trumpeter has been agreed for the Last Post at 6.00pm and the Kohima Epitaph was suggested. Cllr Maloney will write to the Village Hall Committee to see if they want to be involved and consideration needs to be given to how to publicise it. It was agreed that Councillors should attend as far as possible.</p>	<p>Cllr Maloney</p>
<p><b><u>Councillors resolved to close the meeting to the public for the next agenda item</u></b></p> <p><b>25.078 MATTERS ARISING FROM LAND WEST OF BEECHLANDS</b></p> <p>a. <b>EIR Information Request</b> Councillors considered how to best to proceed with this request.</p> <p>b. <b>Further correspondence</b> Councillors considered how to best to respond to further correspondence.</p>	
<p><b>25.061 DATE OF NEXT MEETING</b> The next meeting was confirmed as 9<sup>th</sup> July at 7.30pm.</p>	

There were no further matters to discuss and the meeting was closed at 9.05pm.

Signed Chairman .....

Date.....

## Appendix

### 1. Planning Committee Chair's Report (Meeting 14<sup>th</sup> May and 11<sup>th</sup> June)

May I express my thanks for the confidence of the Planning Committee members for electing me as Chairman.

Thanks also to the Clerk for creating a list of Planning Applications that is updated with new applications as they are published by EHDC. This has allowed for them to be reviewed by the members, with their comments passed between members to enabling their views to be identified. This should improve the Committee 'process' applications following shorter meeting discussion on most non contentious items.

At the end of last month applications have started to appear in the system referring to Application 25256/050, 54 houses, Land to the rear of Brackenbury Gardens and Boyneswood Close, Medstead. This has highlighted an unintended effect of the newly created EHDC Planning Portal. Under the old system all applications on one site had the same prefix with the suffix noting subsequent applications for the site. With the new system, any additional application for the site, e.g. associated with conditions and changes to the site, appear under a separate number and has no association/ link any other application, even if being processed at the same time.

So far documents that have come forward associated with Application 25256/50, 'Friars Oak 2' are:

- *EHDC-25-0530-DCON Discharge Condition 4 - Energy of approved application 25256/050 - Technical report, Planning committee unable to comment.*
- *EHDC-25-0531-DCON - Discharge Condition 17 - Travel Plan of approved planning- application 25256/050 – The committee objected as the document was not competent – refers to SDNP as the LPA, not EHDC.*
- *EHDC-25-0462-CONVR - Variation of condition 23 of decision 25256/050 to allow deletion of plan references from Condition 23: various drawings*

#### EHDC

On 29<sup>th</sup> May, I attended the EHDC Planning Committee Meeting to observe the debate on Application 20252/004 35 dwellings Land at 103 and to the rear of 97 to 105, Blackberry Lane, Four Marks, Alton. The debate was interesting, touching on sustainability, but primarily on the access road into the development. The Meeting deferred a decision until a more centralised entry had been designed. This decision will delay the proposal until the statutory Consultee, Hampshire Highways, is able to review the new design.

The Meeting resolved the need to visit a number of sites in Four Marks/'South Medstead, including 61 LBR.

#### HCC Highways Meeting

The expected HH/FM & M Liaison Teams meeting, due to be held on 10<sup>th</sup> June, was cancelled, after CLLR MK-G intervened when invitations had not been received.

*'Due to limited availability of key attendees, including the scheme engineers, being unavailable to attend tomorrow's meeting, we have taken the regrettable decision to cancel this session.'*

MK-G not happy. Both MPC and FMPC are unhappy regarding the quality of information being provided to EHDC on forthcoming Planning applications.

#### M&FMNP Steering Group

Cllr Brayford has accepted the seat on the NPSG, as the Chair of Planning is already a member. Cllr Quinlan is staying as a member of the group.

The NPSG has made a 'Call for Sites', to prevent a legal challenge at examination.

It hopes to have initial reports from the Locality Consultants on HNA and SOA in June.

The CEHDC Councillor Grant has not yet been approved. It would be of benefit if MPC could realise the requested funding to the Group.

## **2. F&GP Chair's Report (Meeting 28<sup>th</sup> May)**

**From: Cllr Mark Brayford.**

With Cllr Smith unable to attend I was elected and acted as chair for the above meeting.

The draft minutes provided provide a good overview of the meeting. The minutes illustrate that there was a wide range of topics discussed.

From the meeting, my key points to highlight to Councillors are as follows:

### **Cemetery Fees.**

- Fees have not increased since 2019, despite inflationary pressures around upkeep. Therefore a proposed increases was agreed to be put before FC for consideration.
- The clerk's research suggested our fees offered very good value and would continue to do so if the proposed increase was to be adopted.
- Fees in totality are not expected to cover all costs associated with the Cemetery, as the shortfall between fees and upkeep represents only a very small contribution from Parishioners precept. Whilst providing an amenity to all.

### **Allotment.**

- Fees have not increased since the Allotment agreement started (2020) at £175 per year. Despite a provision for review in the contract.
- Discussions included Parish Council liabilities as a result of ownership of the allotments and upkeep cost.
- An increase of the annual fee, to be effective in April 2026 was agreed to be proposed to FC.
- Further consideration of potential future liabilities should be undertaken by F&GP.

## **3. Clerk's Report**

I have spent time on several issues this month related to outdoor spaces.

- We received the annual inspection report for the playground, which highlighted a few items. I have visited the playground to view the issues raised and the matters were discussed at the Maintenance Committee meeting. This resulted in follow-on actions for me to contact the inspector and Playdale and to continue monitoring the playground
- A tree came down on the footpath near the pond. I initially fenced off the area with temporary mesh fencing and notices and the tree has now been removed.
- I have started work on investigating the suggestion of another barbecue for the village green, and got some costs, but more work is needed to identify a potential location and get more quote and to consider what policy we would need
- I have done further work on information-gathering for the dragon's teeth replacement, and the decision is now in Council's hands.

It has been a very busy month for finances in order calculate and annotate all the information needed for the external auditor, but everything is on track. I have also spent a lot of time reviewing policies and writing a new lone worker policy, and there is still a lot more to do on policies in the next month, which ties in with a CiCLA assignment I have started on policies

With hopes to move into the Parish Office very soon, I have investigated broadband and furniture options this month and shared these with F&GP.

Work relating to residents' issues raised by the Beechlands planning application continue to take up considerable time, in particular a request for information.

At the Cemetery, there has been one ashes burial this month, one memorial permit granted and an enquiry for a further ashes burial and a full burial, with the latter planned for early July and a date still to be finalized for the former.

I am continuing to work on CiLCA training: this is time consuming but beneficial to my role and will be beneficial to the Council.

#### 4. April Income and Expenditure Reports and Bank Reconciliations

MEDSTEAD PARISH COUNCIL					
2025/26 FINANCIAL REPORT					
April 2025					
NAT WEST BUSINESS CURRENT ACCOUNT (xxxxx867)				£	£
Balance b/fwd					8,017.00
Date	Income / credit received:	Credit Slip No.	Comments		
03-Apr	EHDC	AC	District Cllr Grant for SLR solar unit	745.00	
04-Apr	Stuart Cooke	AC	Ashes burial fee - Sarah Cooke	300.00	
17-Apr	Four Marks Parish Council	AC	Reimbursement of half of NP insurance	209.92	
28-Apr	EHDC	AC	Precept and grant reimbursements	51,981.00	
		AC			
Total income					53,235.92
Outgoings:					
		Chq. No			
16-Apr	Philspace Ltd	3692	Container storage rental	-119.04	
16-Apr	SLCC Ltd	3693	CiLCA Training	-306.00	
16-Apr	DMS Electrics Ltd	3694	Electrical work at the pavilion	-177.99	
16-Apr	Southern Groundcare Ltd	3695	Fertilisation / aeration of village gteen	-2,700.00	
16-Apr	Acorn Mobility Services Ltd	3696	Stairlift deposit	-1,200.00	
16-Apr	HALC	3697	CiLCA Mentorship Training	-420.00	
16-Apr	Adams Plumbing and heating	3698	Shower repairs	-564.00	
16-Apr	Hampshire Pension Fund	3699	Pension contribution	-420.42	
16-Apr	Scottish Power	3700	Electricity supply at the pavilion	-107.97	
16-Apr	HMRC	3701	Q4 Tax / NICs	-623.93	
16-Apr	Starboard Systems Ltd (Scribe Accounts)	3702	Accounting software	-58.80	
16-Apr	Starboard Systems Ltd (Scribe Accounts)	3703	Accounting software	-538.80	
16-Apr	Citizen's Advice East Hants	3705	Grant	-100.00	
22-Apr	Julie Russell	3704	Homeworking allowance	-26.00	
22-Apr	ICCM	3706	Annual membership subscription	-105.00	
22-Apr	ICCM	3707	Training	-174.00	
22-Apr	Julie Russell	3708	Salary (March)	-1,334.62	
17-Apr	Dean Lyons	3709	Carpet fitting	-600.00	
22-Apr	The Flooring Depot South Ltd	3710	Carpet for the pavilion (2nd installation)	-1,602.50	
30-Apr	Jake Green	3711	Landscaping, gutting and drainage work	-1,850.00	
30-Apr	DMS Electrics Ltd	3712	Electrical work at the pavilion	-85.00	
30-Apr	People4Places Ltd	3713	Neighbourhood Plan consultancy	-588.00	
30-Apr	Steve Tilbury Consulting	3714	Planning consultancy work	-450.00	
30-Apr	HALC	3715	LCPD Subscription	-216.00	
14-Apr	Vodafone	DD	Mobile phone charges	-19.69	
22-Apr	Castle Water	DD	Cemetery water charges	-7.51	
Total outgoings:					-14,395.27
Balance at month end					46,857.65

<b>MEDSTEAD PARISH COUNCIL</b>			
<b>2025/26 FINANCIAL REPORT</b>			
<b>April 2025</b>			
<b>NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx575)</b>			
	Balance b/fwd		<b>14,871.04</b>
Date	Income received:		
30-Apr	Bank Interest	14.91	
			<b>14.91</b>
	Outgoings		
	Balance at month end		<b>14,885.95</b>
<b>NAT WEST CIL BUSINESS RESERVE ACCOUNT (xxxxx004)</b>			
	Balance b/fwd		<b>8,716.69</b>
Date	Income received:		
30-Apr	Bank Interest	AC	8.74
			<b>8.74</b>
	Outgoings		
	Balance at month end		<b>8,725.43</b>
<b>NATIONWIDE CIL ACCOUNT (xxxxx857)</b>			
	Balance b/fwd		<b>41,592.50</b>
Date	Income received:		
	Outgoings		
	Balance at month end		<b>41,592.50</b>
<b>WAKE TRUST</b>			
<b>2024/25 FINANCIAL REPORT</b>			
<b>April 2025</b>			
<b>WAKE TRUST NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx616)</b>			
	Balance at start of month		<b>1,150.77</b>
Date	Income received:		
30-Apr	Bank Interest	1.15	
			<b>1.15</b>
	Outgoings		
	Balance at month end		<b>1,151.92</b>
<b>WAKE TRUST NATIONWIDE SAVINGS ACCOUNT (xxxxx644)</b>			
	Balance at start of month		<b>31,494.76</b>
Date	Income received:		
	Outgoings		
	Balance at month end		<b>31,494.76</b>



Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Current Account xxxxx867		
as at 30th April 2025		
Prepared by Julie Russell / RFO		
	£	£
Current Account xxxxx867		57,112.70
Less non cleared cheques		
3638 CPRE	-50.00	
3671 Hans Taylor	-14.34	
3672 Hans Taylor	-16.99	
3691 Homestart Hampshire	-150.00	
3692 Philspace Ltd	-119.04	
3693 SLCC Ltd	-306.00	
3694 DMS Electrics Ltd	-177.99	
3696 Acorn Mobility Services Ltd	-1,200.00	
3697 HALC	-420.00	
3698 Adams Plumbing and heating	-564.00	
3700 Scottish Power	-107.97	
3702 Starboard Systems Ltd (Scribe Accounts)	-58.80	
3703 Starboard Systems Ltd (Scribe Accounts)	-538.80	
3705 Citizen's Advice East Hants	-100.00	
3704 Julie Russell	-26.00	
3706 ICCM	-105.00	
3707 ICCM	-174.00	
3708 Julie Russell	-1,334.62	
3710 The Flooring Depot South Ltd	-1,602.50	
3711 Jake Green	-1,850.00	
3712 DMS Electrics Ltd	-85.00	
3713 People4Places Ltd	-588.00	
3714 Steve Tilbury Consulting	-450.00	
3715 HALC	-216.00	
		-10,255.05
Add unrepresented Cheques		
Net bank balance		46,857.65
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		8,017.00
Add: Receipts	53,235.92	
Less: Payments	-14,395.27	
Closing balance		46,857.65
<p>I confirm the bank reconciliation for  <b>Nat West Current Account xxxxx867</b>  and have checked that the bank statement balances with the cash book record  <b>As at 30th April 2025</b></p>		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve Bank Account xxxxx575		
as at 30th April 2025		
Prepared by Julie Russell / RFO		
	£	£
Business Reserve Account xxxxxx575		14,885.95
Less unrepresented Items		
Net bank balance		14,885.95
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		14,871.04
Add: Receipts		
Bank interest		14.91
Less: Payments / Transfers		
Bank Transfers		
Closing balance		14,885.95
I can confirm that I have verified that the bank reconciliation for Nat West account Business Reserve Account xxxxx575 balances with the Nat West Reserve Account Bank Statement		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve CIL Bank Account xxxx004		
as at 30th April 2025		
Prepared by Julie Russell / RFO		
	£	£
Community Infrastructure Levy (CIL) Business Reserve Account xxxxx004		8,725.43
Less unrepresented Income		
Net bank balance		8,725.43
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		8,716.69
Add: Receipts		8.74
Less: Payments / Transfers		
Closing balance		8,725.43
I confirm the bank reconciliation for Nat West CIL Business Reserve Account xxxxx004 and have checked that the bank statement balances with the cash book record As at 30th April 2025		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nationwide CIL Bank Account xxxxx857		
as at 30th April 2025		
Prepared by Julie Russell / RFO	£	£
Community Infrastructure Levy (CIL) Business 35 Saver Issue 1 xxxxxx857		41,592.50
Less unrepresented Income		
Net bank balance		41,592.50
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		41,592.50
Add: Receipts		
Less: Payments / Transfers		
Closing balance		41,592.50
I confirm the bank reconciliation for Nat West CIL Buinesss 35 Saver Issue 1 Account xxxxx857 and have checked that the bank statement balances with the cash book record As at 30th April 2025		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve Account (Wake)		
as at 30th April 2025		
Prepared by Julie Russell / RFO	£	£
Business Reserve Account xxxxx616 (Wake Trust)		1,151.92
Less unrepresented items		
Net bank balance		1,151.92
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		1,150.77
Add: Receipts		
Interest		1.15
Less: Payments / Transfers		
Closing balance		1,151.92
I confirm the bank reconciliation for Nat West Business Reserve Account (Wake) xxxxx616 and have checked that the bank statement balances with the cash book record As at 30th April 2025		
Signed		
Councillor name:		

<b>Bank Reconciliation</b> <b>Medstead Parish Council</b> <b>Financial year 2025/26</b> <b>Nationwide Account (Wake) xxxxx644</b> <b>as at 30th April 2025</b>		
Prepared by Julie Russell / RFO		
	£	£
Nationwide Account xxxxx644 (Wake Trust Account)		31,494.76
Less unrepresented items		
<b>Net bank balance</b>		<b>31,494.76</b>
The net balances reconcile to the Cash book, as follows:		
<b>CASH BOOK</b>		
Opening Balance		31,494.76
Add: Receipts		
Less: Payments		
<b>Closing balance</b>		<b>31,494.76</b>
I confirm the bank reconciliation for Nationwide Wake Account xxxxx644 and have checked that the bank statement balances with the cash book record As at 30th April 2025		
Signed		
Councillor name:		

## 5. May Income and Expenditure Reports and Bank Reconciliations

<b>MEDSTEAD PARISH COUNCIL</b>					
<b>2025/26 FINANCIAL REPORT</b>					
<b>May 2025</b>					
<b>NAT WEST BUSINESS CURRENT ACCOUNT (xxxxx867)</b>				<b>£</b>	<b>£</b>
<b>Balance b/fwd</b>					<b>46,857.65</b>
<b>Date</b>	<b>Income / credit received:</b>	<b>Credit Slip No.</b>	<b>Comments</b>		
09-May	M&FM NPSG	AC	Reimbursement of fees to People4Places	490.00	
21-May	Claire Tart	AC	Village Green hire with bouncy castle	20.00	
<b>Total income</b>					<b>510.00</b>
<b>Outgoings:</b>					
		<b>Chg. No</b>			
14-May	Acorn Mobility Services Ltd	3716	Stairlift at the Parish Office	-5,868.00	
14-May	WKL	3717	Materials for pond / pavilion	-178.35	
14-May	Medstead Village Hall	3718	Room hire	-106.48	
14-May	P.J. Grace	3719	Ground clearance / seeding behind pavilion	-960.00	
14-May	Vision ICT Ltd	3720	Hosted email service	-192.00	
19-May	Hampshire Pension Fund	3721	Pension contribution	-539.64	
21-May	Turnquay Construction Ltd	3722	Final payment for building services	-3,319.44	
14-May	Vodafone	DD	Mobile phone charges	-19.69	
21-May	Castle Water	DD	Cemetery water charges	-7.64	
<b>Total outgoings:</b>					<b>-11,191.24</b>
<b>Balance at month end</b>					<b>36,176.41</b>

<b>MEDSTEAD PARISH COUNCIL</b>			
<b>2025/26 FINANCIAL REPORT</b>			
<b>May 2025</b>			
<b>NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx575)</b>			
	Balance b/fwd		<b>14,885.95</b>
<b>Date</b>	<b>Income received:</b>		
30-May	Bank interest	13.46	
			<b>13.46</b>
	Outgoings		
	Balance at month end		<b>14,899.41</b>
<b>NAT WEST CIL BUSINESS RESERVE ACCOUNT (xxxxx004)</b>			
	Balance b/fwd		<b>8,725.43</b>
<b>Date</b>	<b>Income received:</b>		
30-May	Bank Interest AC	7.89	
			<b>7.89</b>
	Outgoings		
	Balance at month end		<b>8,733.32</b>
<b>NATIONWIDE CIL ACCOUNT (xxxxx857)</b>			
	Balance b/fwd		<b>41,592.50</b>
<b>Date</b>	<b>Income received:</b>		
	Outgoings		
	Balance at month end		<b>41,592.50</b>
<b>WAKE TRUST</b>			
<b>May 2025</b>			
<b>WAKE TRUST NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx616)</b>			
	Balance at start of month		<b>1,151.92</b>
<b>Date</b>	<b>Income received:</b>		
30-May	Bank Interest	1.04	
			<b>1.04</b>
	Outgoings		
	Balance at month end		<b>1,152.96</b>
<b>WAKE TRUST NATIONWIDE SAVINGS ACCOUNT (xxxxx644)</b>			
	Balance at start of month		<b>31,494.76</b>
<b>Date</b>	<b>Income received:</b>		
	Outgoings		
	Balance at month end		<b>31,494.76</b>

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Current Account xxxxx867		
as at 31st May 2025		
Prepared by Julie Russell / RFO	£	£
Current Account xxxxx867		46,480.86
Less non cleared cheques		
3638 CPRE	-50.00	
3691 Homestart Hampshire	-150.00	
3705 Citizen's Advice East Hants	-100.00	
3704 Julie Russell	-26.00	
3708 Julie Russell	-1,334.62	
3712 DMS Electrics Ltd	-85.00	
3713 People4Places Ltd	-588.00	
3714 Steve Tilbury Consulting	-450.00	
3715 HALC	-216.00	
3716 Acorn Mobility Services Ltd	-5,868.00	
3717 WKL	-178.35	
3718 Medstead Village Hall	-106.48	
3719 P.J. Grace	-960.00	
3720 Vision ICT Ltd	-192.00	
		-10,304.45
Add unrepresented Cheques		
Net bank balance		36,176.41
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		46,857.65
Add: Receipts	510.00	
Less: Payments	-11,191.24	
Closing balance		36,176.41
I confirm the bank reconciliation for Nat West Current Account xxxxx867 and have checked that the bank statement balances with the cash book record As at 31st May 2025		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve Bank Account xxxxx575		
as at 31st May 2025		
Prepared by Julie Russell / RFO	£	£
Business Reserve Account xxxxx575		14,889.41
Less unrepresented Items		
Net bank balance		14,889.41
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		14,885.95
Add: Receipts		
Bank interest		13.46
Less: Payments / Transfers		
Closing balance		14,899.41
I can confirm that I have verified that the bank reconciliation for Nat West account Business Reserve Account xxxxx575 balances with the Nat West Reserve Account Bank Statement		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve CIL Bank Account xxxx004		
as at 31st May 2025		
Prepared by Julie Russell / RFO		
	£	£
Community Infrastructure Levy (CIL) Business Reserve Account xxxxxx004		8,733.32
Less unrepresented Income		
Net bank balance		8,733.32
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		8,725.43
Add: Receipts	7.89	
Less: Payments / Transfers		
Closing balance		8,733.32

I confirm the bank reconciliation for Nat West  
**CIL Business Reserve Account xxxxx004**  
and have checked that the bank statement balances with the cash book record  
As at 31st May 2025

Signed

Councillor name:

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nationwide CIL Bank Account xxxxx857		
as at 31st May 2025		
Prepared by Julie Russell / RFO		
	£	£
Community Infrastructure Levy (CIL) Business 35 Saver Issue 1 xxxxxx857		41,592.50
Less unrepresented Income		
Net bank balance		41,592.50
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		41,592.50
Add: Receipts		
Less: Payments / Transfers		
Closing balance		41,592.50

I confirm the bank reconciliation for Nat West  
**CIL Buiness 35 Saver Issue 1 Account xxxxx857**  
and have checked that the bank statement balances with the cash book record  
As at 31st May 2025

Signed

Councillor name:



Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nat West Business Reserve Account (Wake)		
as at 31st May 2025		
Prepared by Julie Russell / RFO	£	£
Business Reserve Account xxxxx616 (Wake Trust)		1,152.96
Less unrepresented items		
Net bank balance		1,152.96
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		1,151.92
Add: Receipts		
Interest		1.04
Less: Payments / Transfers		
Closing balance		1,152.96
I confirm the bank reconciliation for Nat West Business Reserve Account (Wake) xxxxx616 and have checked that the bank statement balances with the cash book record As at 31st May 2025		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2025/26		
Nationwide Account (Wake) xxxxx644		
as at 31st May 2025		
Prepared by Julie Russell / RFO	£	£
Nationwide Account xxxxx644 (Wake Trust Account)		31,494.76
Less unrepresented items		
Net bank balance		31,494.76
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		31,494.76
Add: Receipts		
Less: Payments		
Closing balance		31,494.76
I confirm the bank reconciliation for Nationwide Wake Account xxxxx644 and have checked that the bank statement balances with the cash book record As at 31st May 2025		
Signed		
Councillor name:		

## 6. Payment requests made at the June 11<sup>th</sup> meeting

Date	Supplier	Description	Amount £
16-Apr	Citizen's Advice East Hampshire	Grant	150.00
17-Apr	Dean Lyons	Carpet fitting	600.00
22-Apr	The Flooring Depot South Ltd	Carpet	1602.50
30-Apr	Jake Green	Landscaping, gutting and drainage work	1850.00
30-Apr	DMS Electrics Ltd	Electrical work at the pavilion	85.00
30-Apr	People4Places Ltd	Neighbourhood Plan consultancy	588.00
30-Apr	Steve Tilbury Consulting	Planning consultancy work	450.00
30-Apr	HALC	LCPD Subscription	216.00
14-Apr	Vodafone	Monthly mobile phone charges	19.69
22-Apr	Castle Water	Cemetery water charges	7.51
14-May	Acorn Mobility Services Ltd	Stairlift at the Parish Office	5,868.00
14-May	WKL	Materials for pond / pavilion	178.35
14-May	Medstead Village Hall	Room hire	106.48
14-May	P.J. Grace	Ground clearance / seeding behind pavilion	960.00
14-May	Vision ICT Ltd	Hosted email service	192.00
19-May	Hampshire Pension Fund	Pension contribution	539.64
21-May	Turnquay Construction Ltd	Final payment for building services	3,319.44
14-May	Vodafone	Mobile phone charges	19.69
21-May	Castle Water	Cemetery water charges	7.64