



# Medstead Parish Council

## Minutes of the Full Council Meeting – 11<sup>th</sup> February 2026, 7.30pm

**Present:** Mark Brayford (Vice chair), Phil Quinlan, Frank Maloney, Jez Hood, Anthea Dore, Ken Kercher.

**Also in attendance:** Julie Russell (Parish Clerk), Cllr Roland Richardson

		ACTION
<b>26.017 OPEN SESSION</b>		Cllr Dore
a. Cllr Dore proposed drafting a title for the Council’s statement on Bewley / Cala homes.		
b. A Councillor proposed that a member of the A31 Alliance speak to them at the next extraordinary Council meeting.		
c. The Clerk notified councillors of a tree by the zip wire which had fallen and they agreed that she could use her emergency authority to get it removed for £100.		
<b>26.018 APOLOGIES FOR ABSENCE</b>		
Apologies were approved for Cllrs Mitchell and Smith (holidays). Cllr King was also absent.		
<b>26.019 DECLARATION OF INTEREST</b>		
Cllr Kercher declared an interest in agenda item 15a. It was agreed to move the item to the end of the meeting and he would leave.		
<b>26.020 FULL COUNCIL MINUTES</b>		
Councillors <b>resolved</b> to confirm the minutes of the Full Council meeting on 22 <sup>nd</sup> January and they were signed.		
With reference to item 26.009b on those minutes, Councillors proposed that invitees to the public meeting would be Cllr Kemp-Gee, a HCC councillor responsible for highways, EHDC case officer(s), District Councillors and Damien Hinds MP		
<b>26.021 COMMITTEES AND REPORTS</b>		
<b>a. Planning Committee</b>		
<b>i. Chair’s Report (Last meeting in full Council 22<sup>nd</sup> January)</b>		
The Chair’s report was circulated in advance and is attached in the Appendix.		
<b>ii. Planning applications</b>		
<b>Ref</b>	<b>Address / description</b>	<b>MPC comment</b>
a) <a href="#">EHDC-26-0063-HSE</a>	Oxdrove Trinity Hill, Medstead, GU34 5LT Single storey side and rear extensions.	Medstead Parish Council defers this application to the officer, but wishes to draw their attention on two points. It is close to the neighbouring property and the Council has a concern over the location of the air source heat pump. It is close to a sharp corner, and the Council has a concern over construction traffic.
iii. Late Application <a href="#">EHDC-26-0107-FUL</a>	Casalinda Bighton Road, Medstead, GU34 5ND Conversion building from ancillary storage to self-contained dwelling.	Not all information was available on this property on the EHDC planning site. The Planning Committee will consider later this at a planning workshop.

<p><b>a. Planning Committee (continued)</b></p> <p><b>iv. Planning Decision Notices</b> The EHDC decisions since the last meeting were noted and are in the Appendix.</p> <p><b>v. Planning Enforcement and Appeals.</b> There were no new appeals.</p> <p><b>vi. Neighbourhood Plan</b> The NPSG is now meeting frequently to complete due diligence on the sites and it hopes there will be no further changes in housing numbers. There is concern about the availability of utilities to allow houses to be built to 2043, particularly sewage treatment and electricity supply.</p> <p><b>vii. Any other planning matters arising</b> The Council has been told by HCC that it cannot get visibility of the traffic work funded by Bewley Homes / Cala.</p> <p><b>b. Maintenance Committee (Last meeting 28<sup>th</sup> January)</b></p> <p><b>i. Chair's Report</b> There was no written chair's report.</p> <p><b>ii. Decisions to note:</b></p> <p>a. The tree contractors have returned to do more work but have still not completed the job. Trees behind the village hall are unfinished and wood still remains in the Knapp and cemetery. The Clerk needs to survey all work against the original plan to identify any other work still pending. The committee agreed to change to an alternative supplier if delays persist.</p> <p>b. The Committee agreed to spend £175 on memorial inspection training for the Clerk.</p> <p>c. The Committee agreed to change its tree inspection interval to three years.</p> <p>d. Cllr Smith had inspected the Greenstiles bus shelter. The Committee decide no work was needed at this stage, but it will be monitored.</p> <p>iii. The Committee approved up to £400 for rubbish removal at the pond, with a quote for £400 for removal of the soil only by the mowing contractor and lower quotes for a skip to remove everything, if volunteers could be arranged.</p> <p><b>c. F&amp;GP Committee (No meeting 28<sup>th</sup> January)</b></p> <p><b>i. Chair's Report</b> The chair's report in the appendix.</p> <p><b>ii. Decisions to note:</b></p> <p>a. The Committee agreed to spend up to £150 for the Clerk to get advice from Cato Computers and for purchases needed on any improvements in cyber security.</p> <p>b. The Committee agreed to spend up to £150 for Vision ICT to test the website against WCAG2.2AA requirements.</p> <p>c. The Committee agreed to spend up to £300 on a printer for the Parish Office. The Clerk is still investigating models. Councillors questioned whether £300 would be enough to get a printer of adequate functionality and quality, but the matter is still being researched and approval will be sought for further expenditure if needed.</p>	<b>Clerk</b>
<p><b>26.022 MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT</b> The Chairman was absent, but his reported was circulated in advance (in the appendix).</p>	
<p><b>26.023 CLERK /RFO'S REPORT</b> There was no written report. The clerk reported that the main activities in the last month had been writing new policies, improving the use of Scribe, the Asset-Based Community Development pilot, tasks related to the tree work and getting further costs and quotations for future purchases.</p>	
<p><b>26.024 EAST HAMPSHIRE DISTRICT COUNCILLORS' REPORT</b> There was no written report this month. Cllr Richardson discussed issues related to traffic modelling done by Bewley / Cala for their proposed development, matters related to</p>	

<p>developments in neighbouring areas and concerns related to the EHDC local plan and compliance with the NPPF.</p>	
<p><b>26.025 FINANCIAL MATTERS</b></p> <ol style="list-style-type: none"> <li>a. The Council resolved to approve the payments list for January 2026.</li> <li>b. The Council deferred approval of the income and expenditure report and bank reconciliations for Nov-Dec 2025 to the extraordinary meeting (due the following week) to allow more time for checking.</li> <li>c. The Council deferred reviewing the budget versus expenditure (up to the end of January) to the extraordinary meeting as the reports the Clerk produced (for the first time in Scribe’s format rather than spreadsheets) had too small a font and needed better formatting.</li> <li>d. The Council resolved to approve direct debits for BT Broadband and the Unity Trust charge card.</li> <li>e. The Council resolved to approve the use of Neighbourhood CIL for the Allotments fencing, lighting and other renovations.</li> <li>f. The Council resolved to continue as normal with monthly pension payments and not take up Hampshire Pension Fund’s options for prepayment.</li> <li>g. The Council resolved to purchase the Arnold Baker book on Local Council Administration for £144.</li> </ol>	
<p><b>26.026 FLOODING (INCLUDING GROSVENOR ROAD)</b></p> <p>Council agreed that Cllr Maloney would draft a letter on flooding to be sent to Patrick Blogg at HCC and copied to Ropley PC and Cllr Kemp-Gee. This will cover flooding on Grosvenor Road as well as the other known flooding in the village. Flooding at this location started following installation of a new water pumping station. Cllr Hood offer to create a notice with a QR giving easy links for people to report flooding.</p>	<p><b>Cllr Maloney</b></p>
<p><b>26.027 ASSET BASED COMMUNITY DEVELOPMENT PILOT AND COMMUNITY INFRASTRUCTURE</b></p> <p>Councillors who attended the ABCD sessions with EHDC reported that they had been useful and a good start had been made on building a community asset map. There are some concerns over whether it will lead to anything useful for the Council but it was agreed that a working party of the Councillors who have been involved to date would continue to complete the asset map and then review next steps.</p> <p>A workshop had been held by Councillors, followed by a meeting with EHDC, to consider what infrastructure Medstead needs. Councillors attending reported that the list covered highways, utilities, drainage, bus shelters, men’s shed, open spaces (including a shaded seating area), and recreational facilities.</p>	
<p><b>26.028 POLICIES</b></p> <ol style="list-style-type: none"> <li>a. The Council resolved to readopt the following policies, already approved by the Maintenance Committee: <ol style="list-style-type: none"> <li>i. Tree and Hedges Policy</li> <li>ii. Playground and Recreation Areas Inspection</li> <li>iii. Memorial inspection</li> </ol> </li> <li>b. The Council resolved to readopt the following policies already approved by F&amp;GP: <ol style="list-style-type: none"> <li>i. Business Continuity It was agreed to include details of HCC gypsy liaison contacts in the policy.</li> <li>ii. Reserves</li> <li>iii. Gifts and Hospitality</li> </ol> </li> <li>c. Councillors reviewed and resolved to adopt or readopt the following policies : <ol style="list-style-type: none"> <li>i. Drone Policy</li> <li>ii. Staffing Committee Terms of Reference (new)</li> <li>iii. Pay Policy (new)</li> </ol> </li> </ol>	

iv. Freedom of Information Policy	
<p><b>By agreement, the next agenda item was brought forward.</b></p> <p><b>26.029 ANNUAL PARISH MEETING</b></p> <p>After some suggestions were shared, the Council agreed to defer this to the extraordinary meeting to agree plans, to be followed up by another meeting of a working party to further develop details.</p> <p><b>Councillors voted to extend the length of the meeting by 30 minutes.</b></p>	
<p><b>26.030 DATA PROTECTION REPRESENTATIVES</b></p> <p>The Council resolved to appoint Cllr Brayford and Cllr Dore as Data Protection representatives, in line with the Council's Data Protection policy. It was agreed that no training is needed for Cllr Brayford as he has workplace expertise and training for Cllr Dore will be considered at a future meeting, with Cllr Brayford offering initially to share his knowledge with Councillors.</p>	
<p><b>26.031 FOOTBALL PITCH FEES</b></p> <p>It was agreed to defer this to the extraordinary meeting as the Council had not yet had a response on whether the football club wanted to use the changing rooms in addition to the pitch. Also, the Clerk was requested to get more information on pitch marking costs from Four Marks PC.</p>	<b>Clerk</b>
<p><b>26.032 REPORTS FROM COUNCIL REPRESENTATIVES</b></p> <p><b>a. Speedwatch</b> The team has not been out as much lately due to poor weather, and will not get out in the next months as four of the six volunteers are on holiday. Cllr Smith intends to look into whether the existing speed units can be fitted with solar panels and whether an additional unit can be purchased for the village.</p> <p><b>b. EHAPTC</b> Nothing to report.</p> <p><b>c. Village Hall</b> Nothing to report.</p> <p><b>d. Medstead Sports Club</b> Nothing to report</p> <p><b>e. Neighbourhood Plan Steering Group</b> This has already been covered.</p>	
<p><b>By agreement, the next agenda item was pushed back to later in the agenda</b></p> <p><b>26.033 CORRESPONDENCE</b></p> <p><b>a.</b> Bargate Homes had sent the Council a proposed layout of its development at Land West of Beechlands, requesting comment. The Council agreed to make a comment on the orientation of homes with regard to solar panels, with Cllr Maloney to draft a letter.</p> <p><b>b.</b> The Clerk informed the Council of a charitable organisation's request to do restoration work on a Victoria Cross holder's grave, which was agreed</p>	<b>Cllr Maloney</b>
<p><b>26.034 DATE OF NEXT MEETING</b></p> <p>The next ordinary meeting was confirmed as 11<sup>th</sup> March at 7.30pm, with an extraordinary meeting to be arranged shortly.</p>	

There were no further matters to discuss and the meeting was closed at 9.51pm.

**Signed Chairman .....**

**Date.....**

## **Appendix February 2026**

### **0226.1 Planning Chairman's Report February 2026**

#### **Planning Applications**

Following the flurry of work caused by the rush to meet 'end of year' deadlines, there was only one Medstead application published since our last meeting. I also noted a similar flurry of EHDC Planning Decisions, and advise that the site adjacent to the Council owned woodland, the Knapp, has received approval.

It should be noted that the Bewley Homes/Cala proposed development has not come forward as a Planning Application, although an application has been made for a decision on an EIA.

The Planning Committee, in its advice to the Full Council, must be very careful when communicating with residents and others in not giving the appearance of 'predetermining' an application until the detailed application comes before it. The recent presentation made by the developer was of its 'aspiration', so until a proposal is made to EDHC no relevant response can be made, save that the housing proposed is excessively above the current housing needs of the Parish.

#### **Appeals**

EHDC-25-0252-PIP Southview, Abbey Rd - Letter of support to EHDC has been submitted to the Planning Inspector.

#### **EHDC**

As noted above, the Planning Development team have not needed to over challenge members of the Planning Committee.

#### **M&FM NP**

The NPSG is now meeting every week to finalise its due diligence.

#### **Other Matters**

In my January report, I suggested that the Council developed a list of improvements that would support the village. If this is progressed, I suggest that it could be extended to cover the seeking of capital funding for other improvement works in the Parish.

### **0226.2 EHDC Planning Decision List**

<b>Ref</b>	<b>Description / Location</b>	<b>Date</b>	<b>Decision</b>
<a href="#">55318/001</a>	Land East Of Cawk House Stoney Lane, Medstead (formerly Land West of Beechlands) Outline application with all matters reserved except for access, for up to 62 dwellings with vehicular and pedestrian accesses, public open space, landscaping and drainage and associated works.	23/01/2026	Outline Permission
<a href="#">EHDC-25-1431-DCON</a>	Paddock View Stoney Lane, Medstead, Alton, Hampshire, GU34 5EL Part Discharge Condition 3 (External facing details) of approved application 02236/024 - Application to determine if prior approval is required for change of use of an existing agricultural building to a two-storey single dwellinghouse under Class Q of the Town &	28/01/2026	Condition Determined

	Country (General Permitted Development) (England) Order 2015 (as amended 2023) and building operations reasonably necessary for the conversion (as amended 31/10/2024)		
<a href="#">EHDC-25-1381-HSE</a>	Acre Wood Paice Lane, Medstead, Alton, Hampshire, GU34 5P Demolition of the existing conservatory. Construction of a replacement single-storey rear extension, and development comprising a two-storey side and rear extension together with a first-floor side extension, including changes to the external fenestration.	28/01/2026	Permission
<a href="#">EHDC-25-1095-HSE</a>	Temescal Castle Street, Medstead, Alton, Hampshire, GU34 5LU Proposed addition of first floor level over existing property with extensions. Plus a separate garage.	29/01/2026	Refusal
<a href="#">EHDC-25-0868-FUL</a>	Medstead Village Hall, Roe Downs Road, Medstead, Alton, GU34 5LG Installation of Air Conditioning with associated external units	30/01/2026	Permission
<a href="#">EHDC-25-0102-FUL</a>	Medstead United Reform Church, South Town Road, Medstead, Alton, Hampshire, GU34 5PP	26/01/2026	Permission

### **0226.3 F&GP Chairman Report**

At this month's meeting we looked at and approved policies to go forward to full council for approval.

We agreed to purchase a new printer for the parish office and decided to have our Web site checked to make sure it is fully accessible to current standards.

### **0226.4 Council Chairman's Report**

This past month has seen the developers' illustration of what they perceive as required for the land on both sides of Lymington Bottom Road. They are proposing upward of 900 houses split over both sides of the road and their solutions to existing problems, i.e. traffic lights on both Lymington Bottom Road and Boyneswood (tunnel and bridge) and some bore holes as a solution to flooding. On the back of this we have had meetings with EHDC who only seem to be interested in what sports facilities we would like. We are still waiting for the planning application to see exactly what they propose. When plans are in the public domain we will hold a public meeting.

## 0226.5 Payments for approval

**Medstead Parish Council**  
**PAYMENTS LIST**

11 February 2026 (2025 - 2026)

<b>Vouche</b>	<b>Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Payment Ref.</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
134		13/01/2026		Unity Trust Current x		HMRC Tax & NI (Q3)	HMRC		1,661.42		1,661.42
133		23/01/2026		Unity Trust Current x		Pavilion electricity charges	Scottish Power		133.00	5.90	138.90
138		23/01/2026		Unity Trust Current x		Pension contribution (Jan)	Hampshire Pension Fund		695.11		695.11
137		23/01/2026		Unity Trust Current x		Air source heat pump servicing	Rawlings Fuels Ltd		150.00	30.00	180.00
136		23/01/2026		Unity Trust Current x		Meeting room hire	Medstead Village Hall		5.00		5.00
135		23/01/2026		Unity Trust Current x		Pavilion electrics repair	DMS Electrics Ltd		40.00		40.00
141		29/01/2026		Unity Trust Current x		Salary (Jan)	Clerk		1,672.76		1,672.76
139		29/01/2026		Unity Trust Current x		Pension contribution (February)	Hampshire Pension Fund		556.91		556.91
140		29/01/2026		Unity Trust Current x		Pavilion electricity charges	Scottish Power		387.16	19.36	406.52
142		29/01/2026		Unity Trust Current x		Pavilion electricity charges	Scottish Power		15.00		15.00
143		31/01/2026		Unity Trust Current x		Service charge	Unity Trust Bank		6.00		6.00
<b>Total</b>									<b>5,322.36</b>	<b>55.26</b>	<b>5,377.62</b>