



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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Minutes of the F&GP Committee Meeting – 27th May 2026, 7.30pm

Present: Cllrs. Mike Smith, Frank Maloney, Phil Quinlan

Also in attendance: Julie Russell (Parish Clerk)

	ACTION
26.19 OPEN SESSION a. Cllr Maloney raised the point that Martyn's Law will affect the Medstead Village Fete from 2027 onwards and asked the Clerk to check that they are aware of this. b. Cllr Quinlan raised a meeting held with the Vicar of St. Andrew's Church, who had expressed an interest in making landscaping changes within the churchyard. He had also raised the possibility of making changes to the Remembrance Day service in November. Both are matters for further discussion with the Church.	Clerk
26.20 APOLOGIES FOR ABSENCE The Committee resolved to approve an apology from Cllr Brayford (work commitments).	
26.21 DECLARATION OF INTEREST None declared	
26.22 MINUTES The Committee resolved to approve the minutes of the F&GP meeting held on the 25 th March 2026 and they were signed.	
26.23 COMMITTEE TERMS OF REFERENCE The Committee reviewed the terms of reference and agreed no changes were required. The existing wording allows the Committee to agree a fifth member from time to time, and Full Council needs to either agree a fifth member or a reserve, now that Cllr Brayford has increased work commitments.	
26.24 REVIEW OF POLICIES The Committee approved the following policies with no changes and resolved to recommend them to Full Council for re-adoption. a. Financial Reserves b. Safeguarding Policy c. Complaints Policy d. Investment Strategy e. Social Media and Email Policy	
26.25 REVIEW OF SPEND YTD AGAINST BUDGET This was not reviewed as there is only one completed month so far in the financial year (April), and the Clerk is querying with the internal auditor and BDO how to treat expenditure that was fully authorised on 31 st March but did not clear from the bank until 1 st April.	
26.26 TRAINING EXPENDITURE The Committee resolved to approve expenditure of £59 to be spent on HALC Charing Skills training.	
26.27 REVIEW OF FEES a. The Committee resolved to increase the allotment fees to £200 from May 2027, up from £175. b. The Committee agreed to leave Cemetery fees unchanged. They last went up 5% in July 2025 and compare reasonably with neighbouring cemetery fees.	

c. The Committee agreed to put the fees up for the Pavilion, with £200 suggested, but it needs to be considered by Full Council, and should also factor in that the Council now pays the water and electricity bills for the whole pavilion and parish office.	
26.28 DATE OF NEXT MEETING The next meeting was confirmed as 22 nd July 2026.	

There were no further matters to discuss and the meeting was closed at 8.30pm.

Signed Chairman

Date.....

Appendix: Neighbourhood CIL spend in 2025/26

14-Feb-24	£4,991.58	Donation to Medstead School for Play Equipment
14-May-25	£148.62	Pond renovation project - materials
11-Jun-25	£26.07	Pond renovation project - materials
11-Jun-25	£400.00	Removal of Ash tree fallen across the pond footpath
23-Jul-25	£1,285.00	Removal of dangerous trees next to the Play Area
28-Aug-25	£581.39	Medstead Parish Office community room furniture
09-Sep-25	£120.00	Medstead Sports Pavilion roof tiles
10-Sep-25	£235.00	Medstead Parish Office community room furniture
09-Oct-25	£230.00	Removal of fallen tree on the football pitch
10-Oct-25	£200.80	Allotments renovations
22-Oct-25	£30.60	Allotments - installation of lighting
31-Dec-25	£600.00	Removal of dangerous tree behind the Village Hall
24-Feb-26	£612.00	Allotments fencing
24-Feb-26	£340.00	Removal of fallen tree enclosed area and BBQ
02-Mar-26	£100.00	Removal of fallen tree by the Zip Wire
06-Mar-26	£395.33	Pond renovation project - removal of earth
03-Mar-26	£250.59	Neighbourhood plan revision
Total:	£10,546.98	
31-Mar-26	£749.41	Neighbourhood plan revision
08-Apr-26	£5,000.00	Neighbourhood plan revision
To spend by 1st Nov 2026		£8,538.77 - TO SPEND BY 1ST NOVEMBER 2026
To be spent by 29th April 2027		£11371.24 - TO SPEND BY 29th APRIL 2027
To be spent by 12th May 2028		£6367.42 - TO SPEND BY 12th MAY 2028
To be spent by 9th Nov 2028		£6367.42 - TO SPEND BY 9th NOVEMBER 2028
TBA		STILL WITH EHDC £208,116.56 - TO REQUEST