



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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Medstead Parish Office, Roe Downs Road, Medstead, GU34 5LG

Minutes of the Full Council Meeting – 8th July 2026, 7.30pm

Held at Medstead Parish Office, Roe Downs Road, GU34 5LG

Present: Cllrs Phil Quinlan (Chairman), Mike Smith, Frank Maloney, Ken Kercher, Gordon Mitchell, Janet King, Anthea Dore

Also in attendance: Julie Russell (Parish Clerk), EHDC Cllr Roland Richardson, EHDC Cllr Neal Day, 23 members of the public

			ACTION
26.134 OPEN SESSION Twenty three members of the public attended to raise concerns over the planning application for Greendrift, Homestead Road and also Land North of Lower Park Farm, Abbey Road. The many points raised included the following: - Members of the public noted that Homestead Road is a bridleway, not a track or road and asked if the District Councillors could correct the case officer. - Concerns were raised that granting G&T access would change the bridleway’s status. - Homestead Road is outside the settlement boundary. - Questions were raised over the number of Gypsy and Traveller sites needed. - Complaints have apparently been raised with EHDC over noise, rubbish, light pollution, vehicle movements, dogs, environmental impacts and the risk of asbestos on site. - There are concerns about damage to the bridleway surface, which is maintained at the residents’ own cost. There are also concerns poor visibility at the junction with South Town Road with reported near misses. - The site is visible from the footpaths, particular when trees are not in full leaf.			
26.135 APOLOGIES AND APPROVAL OF ABSENCES The Council resolved to approve apologies of absence for Cllr Brayford (work commitments) and Cllr Hood (work commitments).			
26.136 DECLARATION OF INTERESTS Cllr Kercher declared an interest in agenda item 20.			
26.137 COUNCILLORS RESOLVED TO MOVE AGENDA ITEM 5 forward			
12.138 COMMITTEES AND REPORTS a. Planning Committee iii. Planning Applications			
Ref	Address / description	MPC comment	
a) EHDC-26-0665-PA3Q2	BUILDINGS NORTH OF SOUTH TOWN FARM South Town Road, Medstead, GU34 5PP Application to determine if prior approval is required to convert an existing agricultural building into 1 dwellinghouse (Use Class C3), with associated curtilage and parking.	Medstead Parish Council defers this to the planning officer but has provided detailed considerations (in Appendix B)	
b) EHDC-26-0469-HSE	SILVERWOOD Roe Downs Road, Medstead, GU34 5L	Medstead Parish Council has no objection to this Planning Application.	

	Proposed alterations to existing bungalow including single storey side and rear extension.	
c) EHDC-26-0520-FUL	Caravan, GREENDRIFT Homestead Road, Medstead, GU34 5PW. Part retrospect application for the demolition of existing dwelling and replacement with a mobile home relocated to the front of the site, with 3 gypsy mobile homes and day rooms to the rear of the site. The laying of hardstanding to provide, car parking and turning spaces. New access gates, pillars and walling.	The Council resolved to strongly object to this planning application. The full response is in Appendix B.
26.138 COMMITTEES AND REPORTS continued The members of the public all left a. Planning Committee continued i. Chair's Report (Last meeting 10 th June) The Committee Chair's report was circulated in advance and is in Appendix A. ii. Minutes The Planning Committee resolved to confirm the minutes of the Planning Committee meeting held on 10 th June and they were signed. iv. There were no late-arising planning applications v. Planning Decision Notices The EHDC decisions since the last meeting were noted and are in the Appendix. vi. Planning Enforcement and Appeals. There were no new updates. vii. Any other planning matters arising Nothing was raised. b. Maintenance Committee (No meeting since last Full Council) i. Chair's report There was no Committee Chair's report. c. F&GP Committee (No meeting since last Full Council) i. There was no Chairs report.		
26.139 FULL COUNCIL MINUTES Councillors resolved to confirm the minutes of the Full Council meeting on 10 th June and they were signed.		
26.140 MEDSTEAD PARISH COUNCIL CHAIRMAN'S REPORT The Chairman's report was circulated in advance and is in Appendix A.		
26.141 CLERK /RFO'S REPORT The Clerk's report was circulated in advance and is in Appendix A.		
26.142 DISTRICT COUNCILLOR'S REPORT Local Government Reorganisation is progressing. The number of wards and councillors to be in the new Unity Council is currently being decided and is expected to be around a third of current numbers. The judicial review is also progressing and could potentially delay the 2027 elections. EHDC has had correspondence on the issues with lack of future electricity and water supply for new developments but it is not currently affecting Planning Policy.		
26.143 NEIGHBOURHOOD PLAN a. Councillors resolved to give 'Approval in Principle' for the draft policies and procedures for the Neighbourhood Plan, as reviewed at a meeting on 7 th July.		

b. A meeting is planned with EHDC Planning Policy and HCC Highways about transport for the M&FM Neighbourhood Plan.	
26.144 FINANCIAL MATTERS a. The Council approved the Income and Expenditure Report for May 2026. b. The Council approved the bank reconciliations for May 2026. c. The Council approved the payments list for June 2026.	
26.145 MEDSTEAD FETE The Council reviewed plans for Medstead Fete on 11 th July.	
26.146 DRAGON'S TEETH The Council reviewed the quotes for three sections of dragon's teeth on the Village Green: South Town Road side, Roe Downs Road - layby to the junction by the pond, and Road Downs Road - cricket pitch side. It was agreed to replace the dragon's teeth on South Town Road and the decision on the other two stretches was deferred to the Maintenance Committee for more detailed consideration.	Maintenance Committee
26.147 SPEED INDICATION DEVICES a. EHDC advised the Clerk that S106 funding may be a better source of funds than Neighbourhood CIL for Speed Indication Devices, so the Council agreed that the Clerk will submit an S106 application. b. The Clerk has requested costs from HCC to install new poles for the SIDS but has not yet had a response.	Clerk
26.148 PARISH OFFICE a. The Council reviewed further information from the Clerk on the need and costs for an additional noticeboard at the parish office and resolved that one is not needed. b. The Council agreed to buy a sign for the Parish Office and deferred the decision on what to purchase to Maintenance Committee.	Maintenance Committee
26.149 NEIGHBOURHOOD CIL FINANCIAL UPDATE The Council reviewed the agreed Neighbourhood CIL spend to date versus available funds that need to be spent by April 2027 and the latest position is in Appendix A. A possible request for Neighbourhood CIL for urgent repair of Medstead Village Hall beams was discussed and Cllr King will liaise with MVH Committee on the situation.	Cllr King
26.150 DOMAIN NAME The paid period for the medsteadpc.org domain name runs out on 18 th August 2026. The Council resolved to renew it for two further years with 123 REG.	Clerk
26.151 ASSET-BASED COMMUNITY DEVELOPMENT a. The Council's presentation at the EHDC wrap-up event was well-received. b. The Council needs to hold a workshop to agree how to go forward with ABCD now the pilot period has ended. Dates and involvement in this are yet to be agreed.	
26.152 LOCAL GOVERNMENT REORGANISATION The Chairman covered feedback of the HALC LGR Summit and the presentation on LGR at the EHAPTC AGM in his Chairman's Report.	
26.153 COMMUNITY ENGAGEMENT Consideration of drop-in sessions and a newsletter was deferred to a workshop, with date and involvement yet to be determined.	
26.154 CRICKET CLUB ALCOHOL LICENCE The Council reviewed the Cricket Club's proposals for how it would manage an alcohol licence, including storage of alcohol, shared use of the kitchen and membership arrangements, and being satisfied with these plans, resolved to agree permission for the Club to go ahead.	
26.155 ASSETS OF COMMUNITY VALUE It was agreed that the Clerk will liaise with EHDC regarding the registration of three specific village assets.	Clerk

26.156 CORRESPONDENCE The Clerk shared correspondence with the Council from a resident regarding the road crossing and kerbs at Greenstile and speeding in the High Street. It was agreed that the clerk will write to HCC requesting a dropped kerb.	Clerk
26.157 REPORTS FROM COUNCIL REPRESENTATIVES a. Speedwatch: there was nothing to report b. Village Hall: the main issue is the beams that need urgent repair, already discussed under Neighbourhood CIL. c. Medstead Sports Club: there was nothing to report	
26.158 DATE OF NEXT MEETING AND CLOSE The date of the next meeting was confirmed as 12 th August 2026.	

There were no further matters to discuss and the meeting was closed at 9.30pm.

Signed Chairman

Date.....

Appendix July 2026

0726.1 Planning Chairman's Report

Planning Issues

Another reasonably quiet month, with three applications

- EHDC-26-0469-HSE, SILVERWOOD Roe Downs Road, Proposed alterations to existing bungalow including single storey side and rear extensions.
- EHDC-26-0665-PA3Q2 Prior Approval -BUILDINGS NORTH OF SOUTH TOWN FARM South Town Road, - Buildings on agricultural units to dwellinghouses use and works (a) and (b).
- EHDC-26-0520-FUL, Caravan, GREENDRIFT Homestead Road, Part retrospect application for the demolition of existing dwelling and replacement with a mobile home relocated to the front of the site, with 3 gypsy mobile homes and day rooms to the rear of the site. The laying of hardstanding to provide, car parking and turning spaces. New access gates, pillars and walling.

The last is interesting, as I believe that the application is inaccurately described as I believe it is a change of use.

EHDC

Nothing to report

Neighbourhood Plan

The Policies have been reviewed by the Planning Consultant, who identified some gaps which we have rectified. You will receive a 'Commercial in Confidence' copy them shortly. If you have time please read through them before you attend the Consultation of 7th July.

0726.2 EHDC Planning Decisions List

Ref	Description / Location	Date	Decision
EHDC-26-0314-HSE	MELBURY Hussell Lane, Medstead, Alton, Hampshire, GU34 5PD Removal of existing garage. Proposed side and rear extensions.	08/06/2026	Permission
EHDC-26-0301-CONVR	FIRFIELD Windsor Road, Medstead, Alton, Hampshire, GU34 5EF Variation of condition 2 to amend approved plans on EHDC-25-0305 including reduced raised patio and minor design changes	11/06/2026	Permission
EHDC-25-0163-TPO	SHIPPING HOUSE Wield Road, Medstead, Alton, Hampshire, GU34 5LP Revised proposal T1 - sycamore - remove down to ground level due to large cavity at the base, T2 - sycamore remove, T3 - lime - reduce lower limbs by 1.5 - 2m and crown raise to 4m over the road	08/06/2026	Consent
EHDC-26-0223-HSE	CLEVEDON Windsor Road, Medstead, Alton, Hampshire, GU34 5EF	23/06/2026	Permission

	Approval is sought for alterations to the existing roof and external walls to create habitable roof space.		
EHDC-26-0416-TPO	1 The Oaks, Medstead, Alton, Hampshire, GU34 5PS 2366 - Oak - Clear building by 2m retaining overhanging branches outside this distance. Tip reduction of lateral branches to 9m. Crown lift to 5m with a maximum wound diameter of 100mm. Remove deadwood more than 25mm diameter. 2367 Oak - Crown reduction to a final height of 9m with a 4m radial canopy spread. T1 - Ash - Remove. 2373 - Oak - Reduce lateral branches to 8m. 2374 - Oak: - Crown reduction to a final height of 18m with a 7m radial canopy spread. 2375 - Oak - Crown reduction to a final height of 18m with a 6m radial canopy spread. 2376 - Oak - Crown reduction to a final height of 18m with a 6m radial canopy spread. 2377 - Oak - Crown reduction to a final height of 18m with a 6m radial canopy spread. 2378 - Oak - Crown reduction to a final height of 18m with a 6m radial canopy spread.	03/07/2026	Consent

0726.3 Council Chair's Report July 2026

If I thought the previous period was busy, this has been even more so.

I attended HALC and EHAPTC meetings - both outlining their views on the Mid Hampshire Local Government Reorganisation and the proposed Unitary Authority (UA).

At both meetings many questions were asked, resulting in few concrete answers – my own unanswered questions being – how will costs savings be achieved, how will the success of the change be measured, what impact will AI have, and how will the larger precept be distributed.

There was also a presentation of Community Area Partnerships (CAP) currently undergoing trials across the region. This will probably comprise of quarterly meetings (not committees) of large numbers of public and civil organisations all together, alongside the UA, deciding upon priority issues and solutions thereof across the new UA area – this innovative part of Local Government Reorganisation is being investigated further by the Clerk.

I attended the Four Marks Fete and manned the Neighbourhood Plan stand.

I hosted a workshop to plan the detail of our own attendance at the Medstead Village Fete – resulting in D-Day like preparations.

I attended an ABCD meeting which reviewed the findings of the local trialists. Our own initial trial emphasised the challenges being faced were there is already a wide selection of community activities and

interests alongside the characteristics of evolving into becoming a commuter village. A workshop is being organised on how to progress further with this ABCD initiative.

And finally – there is preparation by the NPSG of the Neighbourhood Plan Policies presentation to MPC and FMPC, and then the presentation itself to Councillors on 7th July.

0726.4 Clerk's Report July 2026

An order has been placed for the roundabout bearings, to be completed on 22nd August.

The electrical work to install a new plug socket in the Parish Office will take place on Monday 6th July.

The stairlift has had its annual survey and a 'one star' maintenance contract has been agreed with Acorn going forward, to just include a discounted annual survey, as previously agreed by the Maintenance Committee and Council.

The new picnic bench should be ordered by the time of the next meeting. The delay has been due to consideration of whether to order the parts for the new MVH bench planks at the same time to save delivery costs, but it is expected now that these will be done separately.

The playground cleaning work has been booked to be completed before 22nd July.

We are having Commonwealth War Graves in the cemetery cleaned on 11th July (fete day) by a charity that undertakes such work, and they say any Councillors are welcome to wander over to see their cleaning machinery in action.

Quotes have been obtained for dragon's teeth, to be circulated for the meeting.

Cllr Smith and I have visited proposed sites for the new speed cameras and I am waiting to hear back from HCC. EHDC has now questioned whether we should use Neighbourhood CIL for that and have proposed applying for an S106 grant, which I will raise in the Council meeting.

I have visited a resident regarding a request for a traffic island at Green Stile. Whilst I can see no need for this, I visited anyway to hear his views and have been asked to pass them on to Councillors. From visiting it is apparent that a pavement repair is needed and a dropped curb likely required, which I have put on the agenda under the correspondence section, and I would suggest writing to HCC if you agree.

There has been a hiccup with Biffa over bins for the fete due to difficulties with setting up an account with them (as we are not a registered company), but this should hopefully be resolved by Monday, and if not I have booked visits to the tip and will start looking for other suppliers.

There has been further work on cemetery requests – it has been a busy time lately for people wanting to buy plots and burials and transfer burial rights.

All material was submitted to the auditor on time and hopefully all is good for another year. The inspection period ends late August, and we should hear back in September.

0726.5 Receipt and Payments and Bank Reconciliations – May 2026

MEDSTEAD PARISH COUNCIL				
2026/27 FINANCIAL REPORT				
May 2026				
NAT WEST BUSINESS CURRENT ACCOUNT (xxxxx867)				£
Balance b/fwd				16,762.85
Date	Income / credit received:	Credit Slip No.	Comments	
	Total income			
		Chg. No		
01-May	Starboard Systems Ltd (Go Cardless)	DD	Accounting software (Apr)	-58.80
12-May	Scottish Power	DD	Electricity charges	-82.90
13-May	Vodafone	DD	Mobile phone charges	-22.19
20-May	Castle Water	DD	Cemetery water	-8.73
29-May	Nat West	FPO	Bank charges	-1.05
	Total outgoings:			-173.67
	Balance at month end			16,589.18
UNITY TRUST CURRENT ACCOUNT (xxxxx840)				£
Balance b/fwd				56,047.82
Date	Income received:			
	Outgoings			
08-May	BT	FPO	Broadband	-72.34
22-May	Medstead Tennis Club	FPO	Wake payment	-2500.00
22-May	Cato Computers	FPO	Computer support	-44.99
22-May	KL Pitman Irwin	FPO	Roof work	-200.00
22-May	HALC	FPO	LCPD Subscription	-216.00
22-May	HALC	FPO	Annual membership subscription	-831.00
22-May	Green Frontiers	FPO	Tree work	-7794.00
22-May	Hampshire pension fund	FPO	Pension contribution (April)	-636.43
22-May	Clerk	FPO	Salary (April)	-1948.54
22-May	Vision ICT	FPO	Email hosting	-264.00
31-May	Unity Trust	FPO	Bank service charge	-7.00
				-14,514.30
	Balance at month end			41,533.52

	MEDSTEAD PARISH COUNCIL				
	2026/27 FINANCIAL REPORT				
	May 2026				
	NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx575)				
	Balance b/fwd				18,031.66
Date	Income received:				
29-May	Bank Interest			12.18	
					12.18
	Outgoings				
	Balance at month end				18,043.84
	NAT WEST CIL BUSINESS RESERVE ACCOUNT (xxxxx004)				
	Balance b/fwd				6,579.80
Date	Income received:				
29-May	Bank interest			4.44	
					4.44
	Outgoings				
	Balance at month end				6,584.24
	NATIONWIDE CIL ACCOUNT (xxxxx857)				
	Balance b/fwd				42,718.12
Date	Income received:				
	Outgoings				
	Balance at month end				42,718.12

	WAKE TRUST				
	2026/27 FINANCIAL REPORT				
	May 2026				
	WAKE TRUST NAT WEST BUSINESS RESERVE ACCOUNT (xxxxx616)				
	Balance at start of month				1,163.42
Date	Income received:				
29-May	Bank interest			0.79	
					0.79
	Outgoings				
	Balance at month end				1,164.21
	WAKE TRUST NATIONWIDE SAVINGS ACCOUNT (xxxxx644)				
	Balance at start of month				32,011.92
Date	Income received:				
	Outgoings				
	Balance at month end				32,011.92

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nat West Current Account xxxxx867		
as at 29th May 2026		
Prepared by Julie Russell / RFO		
	£	£
Current Account xxxxx867		16,589.18
Less non cleared cheques		
		0.00
Add unrepresented Cheques		
Net bank balance		16,589.18
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		16,762.85
Add: Receipts	0.00	
Less: Payments	-173.67	
Closing balance		16,589.18
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 29th May 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nat West Business Reserve Bank Account xxxxx575		
as at 29th May 2026		
Prepared by Julie Russell / RFO		
	£	£
Business Reserve Account xxxxx575		18,043.84
Less uncleared items		
Net bank balance		18,043.84
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		18,031.66
Add: Receipts		
Bank interest	12.18	
		12.18
Less: Payments / Transfers		
Closing balance		18,043.84
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 As at 29th May 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nat West Business Reserve CIL Bank Account xxxxx004		
as at 29th May 2026		
Prepared by Julie Russell / RFO		
	£	£
Community Infrastructure Levy (CIL) Business Reserve Account xxxxx004		6584.24
Less unrepresented Income		
Net bank balance		6584.24
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		6579.80
Add: Receipts	4.44	
Less: Payments / Transfers		
Closing balance		6584.24
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 29th May 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nationwide CIL Bank Account xxxxx857		
as at 29th May 2026		
Prepared by Julie Russell / RFO		
	£	£
Community Infrastructure Levy (CIL) Business 35 Saver Issue 1 xxxxx857		42,718.12
Less unrepresented Income		
Net bank balance		42,718.12
The net balances reconcile to the Cash book, as follows		
CASH BOOK		
Opening Balance		42,718.12
Add: Receipts		
Bank interest		
Less: Payments / Transfers		
Closing balance		42,718.12
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 29th May 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Unity Trust Current Account xxxxx840		
as at 31st May 2026		
Prepared by Julie Russell / RFO		
	£	£
Current Account xxxxx840		41,533.52
Less unleared items		
		0.00
Add unrepresented Cheques		
Net bank balance		41,533.52
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		56,047.82
Add: Receipts		
Less: Payments	-14,514.30	
Closing balance		41,533.52
I confirm the bank reconciliation for Unity Trust Current Account xxxxx840 and have checked that the bank statement balances with the cash book record As at 31st May 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nationwide Account (Wake) xxxxx644		
as at 31st May 2026		
Prepared by Julie Russell / RFO		
	£	£
Nationwide Account xxxxx644 (Wake Trust Account)		32,011.92
Less unrepresented items		
Net bank balance		32,011.92
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		32,011.92
Add: Receipts		
Less: Payments		
Closing balance		32,011.92
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 2026		
Signed		
Councillor name:		

Bank Reconciliation		
Medstead Parish Council		
Financial year 2026/27		
Nat West Business Reserve Account (Wake)		
as at 29th May 2026		
Prepared by Julie Russell / RFO		
	£	£
Business Reserve Account xxxxx616 (Wake Trust)		1,164.21
Less unrepresented items		
Net bank balance		1,164.21
The net balances reconcile to the Cash book, as follows:		
CASH BOOK		
Opening Balance		1,163.42
Add: Receipts		
Bank interest		0.79
Less: Payments / Transfers		
Closing balance		1,164.21
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 29th May 2026		
Signed		
Councillor name:		

0726.5 CIL to be spent by 31st October 2026 and 29th April 2027

TOTAL TO SPEND BY 31ST OCTOBER 2026	£14168.18
TOTAL TO SPEND BY 29th APRIL 2027	£11,371.24
TOTAL	£25,539.42
DEFINITE SPEND PLANS:	
Roundabout repair	£2,623.76
Cricket pitch cover	£5,074.50
MVH landscaping	£2,250.00
Picnic bench	£916.00
Picnic bench installation	£300.00
Playground cleaning	£1,436.00
Total definite plans	£12,600.26
Already paid to NPSG but must keep tabs on when it is spent to avoid clawback)	£5,629.41
Total paid / planned	£18,229.67
Amount to spend by April 2027 not yet committed	£7,309.75
TENTATIVE PLANS	
Dragons teeth on South Town Road	£2,160.00
Dragons teeth on Roe Downs Road	£12,045.00
Speed indicator devices (but could be S106 – to be discussed)	£9,482.00