

Medstead Parish Council

Minutes of the meeting of Council meeting held in the Village Hall on **Tuesday 21st July 2015** at 7.30pm.

Present:

Councillors Deborah Jackson, Ken Kercher, Peter Buckland, Peter Fenwick, Stan Whitcher, Hans Taylor, Mike Smith, Jean Penny and Roy Pullen and two members of the public.

Also in attendance: Miss Katie Knowles, Clerk.

15.31 OPEN SESSION

- Mr Coles highlighted an ongoing concern of his about the condition of the road sign on Wield Road that is held in place with a piece of string. Cllr Taylor confirmed that the matter had been reported to Hampshire Highways and urged Mr Coles to do the same. Mr Coles commented that he would like the Parish Council to be more forceful and it was suggested that an email direct to the County Councillor may assist.
- Mr Bird referred to an email sent to the Clerk on 30th June regarding a proposed link from the new footway on Lymington Bottom Road, to South Town Road. The Chairman confirmed that an identical email had been received earlier in the year which was discussed by the Parish Council at its January meeting. Members had concluded that a new footway together with traffic lights etc. would urbanise the rural character of the Parish and it was therefore not supported.
- Mr Bird went on to highlight the encroachment of brambles on the raised footway on South Town Road. The Clerk confirmed that the Parish Lengthsman had recently strimmed the brambles back. Mr Bird did not consider this to be sufficient as the grass was encroaching on the metal surface. The Chairman referred that matter to the Maintenance Committee to investigate further at their next meeting.
- Councillor Fenwick reported that there were concerns about the encroachment of brambles in general on the Green, in particular of the boundary with Hussell Lane. The Chairman also referred this matter to the Maintenance Committee to investigate further at their next meeting.
- Councillor Smith enquired about the frequency of the play ground checks. The Clerk confirmed that visual checks were carried out monthly and annually by an independent safety inspector.
- Councillor Penny inquired about the feasibility of amending the footpath construction on Lymington Bottom Road with additional road safety features. The Chairman confirmed that it was not possible to amend the agreed plans at this late stage.
- Councillor Penny also highlighted the low branches of the tree at the junction with South Town Road and Hussell Lane and that visibility may be compromised.
- Councillor Penny enquired about the development at the rear of the Hardware Store which has not progressed for a number of years. Cllr Jackson confirmed that the District Council had issued an enforcement notice however this was in respect of pre development conditions and there were no enforcement tools available to require a developer to complete a build once work has commenced.
- Councillor Buckland highlighted that he had received a letter from the 'Peoples Postcode Lottery' informing him that he had won money was in fact a scam. It was agreed that an article in the Medstead Times would help warn other residents.

At the conclusion of the Open Session, Standing Orders were applied.

15.32 APOLOGIES

There were no apologies. All Councillors were present.

15.33 DECLARATIONS OF INTEREST

Councillor Buckland declared a pecuniary interest in item 11 (Minute ref 15.41) as he is the Chairman of the Bowls Club and has been involved in the application being considered.

Councillors Whitcher and Penny declared non-statutory personal interest in item 11 (Minute ref 15.41) as they are members of the Bowls Club.

15.34 COUNCIL MINUTES

- a. The minutes of the Annual Council meeting held on 19th May 2015 having **been previously circulated**, were proposed **as a true record** by Councillor Kercher, seconded by Councillor Penny, **and signed by the Chairman.**
- b. The minutes of the extraordinary Council meeting held on 2nd July 2015 having **been previously circulated**, were proposed **as a true record** by Councillor Pullen , seconded by Councillor Kercher , **and signed by the Chairman**
- c. Minute reference 15.13b – Councillor Kercher reported that a replacement post box was now in situ on Paice Lane.

15.35 COMMITTEE MINUTES AND REPORTS

- a) The minutes of the Maintenance Committee held on 17th June 2015 having been previously circulated, **were ratified**. Councillor Kercher confirmed there were no recommendations from the meeting for Council to consider. He reported that the installation of the new toddler play area was now in progress on the Green. A significant volume of bark chippings have been salvaged from the site. Some of them have been laid on a section of FP35 behind the Village Hall and with an urgency to get the remainder off the Green, Councillor Fenwick, Councillor Kercher and the Chairman approved a quotation obtained from T Marlow to relocate the rest of it to the Knapp at a cost of £500. Councillor Kercher asked Council to ratify the expenditure. Councillor Buckland proposed that the expenditure of £500 was ratified which was seconded by Councillor Pullen and agreed by all.
- b) The minutes of the Planning Committee held on 10th June and 8th July having been previously circulated, **were ratified**. Councillor Kercher asked whether there would be any action taken by the District Council on the decision of the Inspector who considered the CALA Homes Appeal. Councillor Jackson confirmed that legal advice was being sought. The Clerk was asked to send an email to Ms Potter to seek an update.
- c) The minutes of the Finance & General Purposes Committee held on 17th June 2015 having been previously circulated, **were ratified**. The Chairman reported that the Committee considered the Council's obligations in respect of pension auto enrolment and were working through a timed checklist issued by the Pensions Regulator.

15.36 WAKE TRUST

Councillors noted the minutes of the Wake Trust held on 17th June 2015.

15.37 CHAIRMANS REPORT

The Chairman commented that permission is not always obtained from the Parish Council for some of activities that take place on the Village Green.

15.38 DISTRICT COUNCILLOR REPORT

The monthly update report from Councillors Jackson and Thomas was circulated to Members prior to the meeting.

15.39 HAMPSHIRE COUNTY COUNCIL

It was **RESOLVED** to note the Boundary Commission's review of Hampshire which the Clerk was unlikely to affect Medstead or Four Marks.

15.40 MEDSTEAD AND FOURS MARKKS NEIGHBOURHOOD PLAN

- a) Members considered the Medstead and Four Marks Neighbourhood Submission Plan. Councillor Kercher reported that the six week consultation on the pre submission plan with all the statutory consultees had been completed. The document before Council this evening was the Submission Plan which, once adopted by the Parish Council will be submitted to EHDC. The District Council are required to conduct an further six week consultation period with the same statutory consultees at the end of which will be put before an 'Examiner'. Councillor Kercher highlighted the changes to the plan that have been made and further changes that will be made prior to its submission to EHDC. It was **RESOLVED** that the Medstead and Four Marks Neighbourhood Submission Plan and Regulation 14 Report is adopted by Medstead Parish Council.
- b) Members considered a request from the Neighbourhood Plan Steering Committee to confirm that it and its constituent members are covered under the insurance arrangements of Medstead Parish Council. The same

request has also been put to Four Marks Parish Council. The Clerk reported that she had been in contact with the Council's insurers Came & Company regarding this matter as she had concerns about how a claim against the Steering Committee could be covered by two independent Councils and their respective insurance policy. Came & Company have indicated that the Steering Committee should have its own insurance cover, which had been previously indicated. The Clerk informed Council that a representative of Came & Company, who also insure Four Marks Parish Council, had offered to meet with representatives of the Councils and the Steering Committee to discuss all the issues and agree an appropriate solution. On that basis the Clerk recommended that the proposal was not adopted by Council. It was **RESOLVED** not to approve the recommendation of the Steering Committee at this stage and that the Clerk arrange a meeting of all relevant persons with Came & Company.

15.41 DEVELOPERS CONTRIBUTIONS

Members considered a request from Medstead Bowls Club to apply for developer's contributions to fund 50% (approximately £20,000) of the total cost of a replacement artificial bowling green. Information detailing the costings and proposal were circulated prior to the meeting.

Councillors Buckland, Whitcher and Penny left the meeting room.

The Chairman reported the information provided by Councillor Buckland on membership numbers the communities it serves. The Chairman informed Council that EHDC had confirmed there were currently no developer's contribution funds available in the open space budget and therefore the project would not be able to access funding immediately. After a lengthy discussion on the proposal and other possible sources of funding Councillor Kercher proposed **that the Parish Council supports the Bowls Club proposal in principle to access developers contributions funds to part fund a replacement artificial bowling green, but on the basis that funds for open space and sport projects are currently not available that, in the meantime the Bowls Club should seek alternative sources of funding.** Councillor Kercher's proposal was seconded by Councillor Pullen and was put to a vote by show of hands. 5 Councillors voted in favour of the proposal, Cllr Taylor abstained. The proposal was approved.

Councillors Buckland, Whitcher and Penny returned to the meeting room.

15.42 FINANCIAL MATTERS

- a. It was **RESOLVED** to approve the income and expenditure reports for May and June 2015.
- b. Members received the expenditure against budget report to the 30th June 2015.
- c. It was **RESOLVED** to approve the Bank Reconciliation as a 30th June 2015.

15.43 INTERNAL COUNCIL MATTERS

- a. Council **ratified** that Cllr Fenwick continues to serve of the Finance and General Purposes Committee for the forthcoming year.
- b. Councillor noted the installation of the defibrillator cabinet outside the Village Hall. The device will be installed by the 1st Responder who will make all the necessary calls to register its location with emergency services. Council were asked to consider whether the unit should remain locked with a pin or remain unlocked. Members **RESOLVED** that the unit should remain unlocked in order to reduce all possible delays.
- c. Members **RESOLVED** to adopt Medstead Parish Council's grants policy and application form.
- d. Members **RESOLVED** to accept the gift of a commemorative bench from the former District Councillor Maurice Johnson. The Parish Council have been asked to install the bench. The Chairman reported that a new location between the existing benches and the Pavilion had been agreed. After a short discussion Councillor Taylor proposed **that the Parish Council fund the installation of the bench** and the Clerk make the necessary arrangements which was put to a vote by show of hands. 8 Councillors voted in favour and Councillor Whitcher abstained. The proposal was approved.
- e. Councillor Kercher proposed that the Council should consider updating the 'Village Welcome Guide' which was developed by the Parish Plan's Communications Group. The proposal was supported by all Councillors and the Chairman asked Councillor Penny to make some initial enquires about the best way to update the guide for the next meeting.

15.44 VILLAGE POND

Councillor Pullen had circulated estimated costings for materials prior to the meeting which he explained in detail. After a lengthy discussion about costs and next steps Councillor Fenwick proposed **that Councillors Pullen and Taylor continue to proceed with the construction of the pond which will include detailed negotiations with contractor suppliers, further talks with engineer and planning at EHDC and to report progress back to the Parish Council.** The proposal was put to a vote by show of hands. 6 Councillors voted in favour and 2 Councillors (Cllr Whitcher and Buckland) voted against, 1 Councillor (Cllr Pullen) abstained. The proposal was approved.

15.45 COUNCIL REPRESENTATIVES

- a. **Village Hall** – Councillor Buckland had circulated his report in advance of the meeting.
- b. **Sports Club** – Councillor Kercher confirmed there were no items to report.
- c. **Parish Plan Committee**– Councillor Jackson reported that there has not been a meeting of the Committee.

At the conclusion of the discussions the Chairman closed the meeting at 9.55pm

ChairmanDate.....