



Medstead Parish Council

Minutes of the meeting of Council meeting held in the Village Hall on **Wednesday 11th April 2018** at 7.30pm.

Present:

Councillors Deborah Jackson (Chair to 20.30) (part), Peter Buckland, Peter Fenwick, Georgy Fuzzard, Ken Kercher, Jean Penny, Roy Pullen (Chair from 20.30), Mike Smith & Stan Whitcher.

Also in attendance: Mr Paul Nuth (representative of “driving Miss Daisy” and Mr Peter Baston (Clerk).

Action

18.55 OPEN SESSION

- a. Mr Nuth outlined the work of “Driving Miss Daisy” being an organisation which provides companion driving services for the elderly, children, disabled and for anyone who is unable to drive. Whilst a national organisation, the local group is based in Greenstile in Medstead. It was agreed that a link be provide from the Parish Council web site.
- b. Cllr. Whitcher mentioned that parking in Foul Lane was continuing and will be monitored. He further reported that should the council consider repairs be require, one resident in Foul lane has offered his assistance with the work.
- c. Cllr. Fuzzard asked whether any litter picking equipment was available. Cllr Pullen would let Cllr Fuzzard have a picker and a hi-vis vest which she was advised should be worn when undertaking litter picking.

Cllr Pullen

18.56 APOLOGIES

District Councillor Ingrid Thomas.

18.57 DECLARATION OF INTEREST

None.

18.58 COUNCIL MINUTES

- a) The minutes of the meeting held on **14th March 2018** were reviewed and proposed as a **true record** by Councillor Smith seconded by Councillor Fenwick, **and signed by the Chairman.**
- b) **Matters Arising.**
 - i. 18.39a (iii) b. Next Cala residents meeting to be arranged.
 - ii. 18.47 – List of agreed dates to be circulated to all councillors.

Clerk
Clerk

As the Chair (Cllr Jackson) had to leave the meeting early, the next two agenda items were brought forward prior to her departure.

18.59 S106 / CIL PRIORITIES

An F&GP working group had met to consider projects to be funded from S106/CIL developer contributions. Split between highway projects and parish council projects, the Group had prioritised the projects.

The highway projects are:

- i. Separate Footbridge at Boyneswood Bridge;
- ii. Footway on Roedowns Road;
- iii. Traffic lights with built in pedestrian phasing on A31/LBR Junction.

Whilst outside of Medstead Parish Council jurisdiction with the funds being held by HCC, it was agreed that Cllr Thomas be asked for a progress update on (i) above.

The Parish projects identified by the Working Group are:

- i. Extra Car Parking at Village Hall
- ii. Extend the Pavilion to provide additional community facilities and a Parish office.
- iii. Extension to Cemetery
- iv. Safety improvements for play area
- v. Green Infrastructure Footpaths
- vi. Pond & Drainage Improvements
- vii. Adult Trim Trail & Equipment
- viii. Multi Use Games Area (MUGA)
- ix. Five Ash Nature Reserve

These were considered by Council and it was agreed that F&GP would take forward these projects, with the priority as above. With the CIL funds shorty to be released, this would fund any feasibility / planning costs associated with the projects. A planned pubic consultation is planned with an exhibit being on display at the 2018 Medstead Summer fete.

18.60 PARISH OFFICE

Following the notice served from the landlord of the current parish office to increase the monthly rent, the decision has been made to vacate the premises. The Clerk will therefore now work solely from home but will (with advance notice to allow from a room booking), be available for meetings at the Village Hall or at the Sports Pavilion.

It was agreed that a new filing cabinet be procured to allow the secure storage of paperwork and the Clerk was sked to source a suitable cabinet.

Clerk

Cllr Jackson left the meeting at 20.30 and Cllr Pullen took over the Chair.

18.61 COMMITTEE MINUTES AND REPORTS

a) Planning Committee

- i. The minutes of the meeting held on **14th March 2018** having been previously circulated, **were ratified.**
- ii. **Chairman Report** – Another quiet month with nothing of substance to report apart from the notification of refusal (case ref. 23291/028) from EHDC at Lymington Farm Industrial Estate regarding the Change of use and redevelopment to provide a terrace comprising three residential dwellings, which was noted by the Committee.
- iii. **Parish Liaison Meeting(s).**
 - a) Cala/Miller/Beechcroft meeting - New date to be re-scheduled.
 - b) Bargate Homes held at Medstead Village Hall on 27th March. Minutes to be distributed shortly.

Clerk

b) Finance & General Purposes Committee

- i. No meeting held since last report.
- ii. **Chairman Report.**
 - a) Drawdown of CIL funds. The drawdown of £31k CIL funds currently held by EHDC is due at the end of April 2018.
 - b) An F&GP working group had met to consider and prioritise projects funded from S106/CIL developer contributions. Split between Highways and others, these were considered and agreed by Council and F&GP would consider further at their next meeting.

F&GP Committee

c) Maintenance Committee

- i. No meeting held since last report.
- ii. **Chairman Report.**
 - a) The roundel signs featuring the logo design for the Green Infrastructure has been received and will be placed on the Medstead Village Link route shortly.
 - b) **Memorial Repairs.** The identified repairs to the memorials are part completed by Studio Stone.
 - c) The **Footpath Officer** has been asked over the forthcoming year to provide a list of any stiles in the parish which he felt would better be served by the installation of a kissing gate.
 - d) The Clerk had received confirmation from HCC Highways that
 - i. the installation of the kerbing on Five Ash Road near to Five Ash Pond would be undertaken very shortly and;
 - ii. the other two identified projects being the road edge surface where FP17 joins Paice Lane and the possible new path from The Knapp to Five Ash crossroads were still to be discussed at HCC and no further progress had been made.
 - e) **Kissing Gates**
 - i. **FP9 & FP5.** The day work contractor had attempted to install at the two locations identified. However, despite being previously agreed with the land owner, the land owner did now not want them installed and instead wished for the dilapidated stile(s) to be retained. The Clerk is to meet further with the land owner to try and persuade him that the kissing gates can be installed. The

Clerk

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| Clerk was also asked to contact the HCC Councillor to see if he can provide any assistance. | Clerk |
| ii. FP17. As reported previously, the land owner has refused permission for the Council to replace the existing stile near to Homestead Road with a kissing gate. No further action will occur at this location. | |
| iii. FP19. Likewise, the land owner has refused permission for the Council to replace the existing stile near to with another kissing gate near Paice Lane. The Clerk will respond back to the landowner to negotiate for the kissing gate to be installed. | Clerk |
| f) Village Green Lights. The electrician had been given the go-ahead for the re-wiring of the feed wire for the festive lights on the Green. Also, as previously agreed by Council, the Clerk will order replacement led lights. | Clerk |
| g) Play Equipment Repair. The two items removed are awaiting repair by Sawscapes Play. | |
| h) WW1 Commemoration Bench - The Clerk had sourced quotes for a bench to be placed in commemoration of the end of WW1. These were considered by Council and the preference was for a traditional bench made from recycled plastic and Cllr Smith would take this forward and source further quotes. | Cllr Smith |

18.62 CHAIRMAN REPORT

On behalf of Cllr Jackson, Cllr Pullen reported the following:

- i. Support had been given to the Clerk during his absence on leave;
- ii. She had investigated a report of ponies on FP28 with no evidence having been found;
- iii. Stated that the CTCG meetings attended held little relevance outside of the Alton area;
- iv. Was attending the Alton Sport Centre Panel on 19th April.

18.63 PARISH CLERK REPORT

- i. Royal Mail re-location of post box at Village Hall proceeding.
- ii. Kissing gate installation on FP5 & FP9 put on hold due to land owner not now allowing stile replacement(s). Due to meet with land owner again.
- iii. Preparation for Annual Parish Assembly on 17th April;
- iv. Sign post delivered and awaiting day work contractor to assist in erecting the post.
- v. Met with Cllr(s) Pullen & Kercher regarding the possible parish office extension at the pavilion;
- vi. Updated S106 / CIL funding spreadsheet. First CIL payment due in late April 2018 ;
- vii. "Medstead Village Link" Waymarkers ordered and received.
- viii. On leave for two weeks.

Cemetery Activity

Burial - Michael Rawlings

Burial (ashes) - Graham Pettitt;

Burial - Patricia Congdon (3rd April).

Purchase of burial rights x 2

18.64 DISTRICT COUNCILLOR REPORT(S)

District Councillor Report: Deborah Jackson

A short report was circulated after the meeting

District Councillor Report: Ingrid Thomas

No report received

18.65 CORRESPONDENCE

- i. **Southampton to London (Heathrow) Pipeline Project Consultation.**
Medstead parish Council reviewed the consultation document and support the existing route (as opposed to the alternative routes which are being considered) Clerk
- ii. **Broadband - Medstead / Bentworth.** Following a communication from Bentworth Parish Council, seeking a coalition regarding broadband delivery. It was felt by Medstead Parish council that given Openreach are working in the Medstead area by "cabinet 8" on the Broadband installation, that there was not any need and the Clerk would respond on this basis to Bentworth PC. Clerk
- iii. **Homestead Road Bridleway - request to increase safety for all users.**
Council agreed that the email from the resident would be forwarded directly to HCC Countryside Access. The Clerk was asked to inform the resident stating that the parish council supports them. Clerk
- iv. **Alton Brewery Site Survey.** This was noted by Council.
- v. **Electoral review of East Hampshire.** This was noted by Council who also felt that the name of the ward should include Chawton as well as Medstead & Four Marks. The Clerk would contact the Local Government Boundary Commission. Clerk

18.66 FINANCIAL MATTERS

- i. It was **RESOLVED** to approve the Income and Expenditure report for **March 2018**. This was proposed as a **true record** by Councillor Penny seconded by Councillor Kercher.

<u>Date Paid</u>	<u>Chq No</u>	<u>Payee</u>	<u>Amount</u>	<u>Transaction detail</u>
01/03/2018	2755	P Baston	£734.77	Clerk Salary (Feb 2018)
01/03/2018	2756	Medstead Village Fete Committee	£10.00	Fete Booking
14/03/2018	2757	P Baston	£37.90	Clerk expenses
22/03/2018	2758	Centewire	£1,296.00	Kissing Gates x 4
22/03/2018	2759	WKL	£102.45	Day Work supplies
22/03/2018	2760	Alderwood Consulting	£2,394.00	Tree Survey
22/03/2018	2761	D J Pate	£15.00	Keys for drop down post
22/03/2018	2762	L Perry	£280.00	Day Work Contract
12/03/2018	DD	Vodafone	£12.75	Mobile Phone costs
14/03/2018	DD	Nat West	£250.83	Credit Card payment
01/03/2018	CC	Currys	£139.99	Printer
21/03/2018	CC	Sainsbury's	£6.50	Ream of paper x2

Key:	CC	Credit Card
	DD	Direct Debit

- ii. It was **RESOLVED** to approve the Bank Reconciliations (as approved by Cllr Smith) as at 31st March 2018. Proposed by Councillor Pullen seconded by Councillor Kercher.
- iii. **Annual Governance Statement – Section 1.** This was proposed by Councillor Pullen seconded by Councillor Kercher and approved by Council with the Statement being signed by the Chairman.
- iv. **Grant Application – Weywater.** On this occasion and given that Medstead Parish Council had given a Grant in the previous two years, Council decided that this request for a Grant would be declined. Clerk to contact Weywater.

Clerk

18.67 ANNUAL PARISH ASSEMBLY

The agenda for the Annual Parish Assembly to be held on 17th April has been finalised with Tracy Vear (EHDC) being confirmed as guest speaker to provide an update on her work as Community Development Officer within the new developments in the parish.

Apologies were received from Cllr Kercher & Cllr Penny. All other councillors confirmed that they would be attending.

18.68 OUTSIDE PLAY EQUIPMENT

Cllr Smith provided an update and stated that he had visited a site at Frensham to view their equipment. Cllr Buckland had also visited Old Basing to view their similar equipment. It was agreed by an 8:1 majority (Cllr Whitcher did not approve), that this should be pursued but with the likely cost to be around £6k, Cllr Smith was asked to source three separate supply & installation quotes. Maintenance Committee were asked to consider the best location for the equipment.

**Cllr Smith
Maintenance
Committee**

Cllr Smith also highlighted that, rather than repair the existing board, he had sourced a possible replacement notice board for Oak Green Parade which was made from recycled plastic. The Clerk mentioned that Four Marks Parish Council were looking to replace the Board and the Clerk was asked to contact Four Marks PC to ask if they had considered a recycled board.

Clerk

18.69 POND(S)

Five Ash Pond – As reported previously given the lack of flooding issues in recent months, additional work had been put on hold. However, given the recent heavy rain, the area had again flooded and Cllr Pullen will see if the gully had become blocked again.

Cllr Pullen

Village Pond – Cllr Pullen mentioned that with Mr Hans Taylor, he had met an expert regarding the water loss from the Pond. It was felt that the water loss is around the soak-away area. Along with other minor improvements, including further reed planting, a quote for repair is awaited. S106 funding is still available for future work.

Cllr Pullen

Attenuation Pond – Cala Homes Development – The Clerk reported that he had been advised that in the recent wet weather, the attenuation pond situated on the Cala Homes development at Ivatt Way had around four to five feet of water and given there is no safety equipment or sturdy barriers in place, was thought to be dangerous. The Clerk was asked to contact Cala Homes to seek safety measures are put in place and to advise that a ROSPA inspection should be carried out.

Clerk

18.70 BENJAMIN UK LTD

A meeting was held recently but there was no representation from Benjamin UK. A further meeting is planned in the first week of May. One further serious incident was observed with the emergency services being present and Council thought that pressure should be brought on Ofsted.

18.71 ALLOTMENTS

Cllr Fenwick mentioned that a meeting had been held with Cala Homes and the design for allotment shed which Cala are to build was agreed. At present, the draft legal documents are awaited for the land transfer.

A delay in overall completion of around a month is anticipated due to the recent bad weather.

18.72 SPEEDWATCH

Cllr Smith detailed the recent activity and said that it was hoped that two teams could be established given that two new volunteers are now being trained.

He also outlined a flyer he had received for a speed repeater sign which was discussed. The cost would be £1,800 plus possible costs if new a posts required and it was felt that additional quotations should be sourced if this was to be considered. Cllr Smith would take this forward.

Cllr Smith

18.73 COMMUNITY ENGAGEMENT PROJECTS

This would be carried over to the next meeting due to the absence of Cllr Jackson from the meeting.

18.74 COUNCIL REPRESENTATIVES

Cllr Buckland stated that a phased re painting of the interior of the Village Hall would be commencing shortly

The Chairman closed the meeting at 9.45pm.

ChairmanDate.....