

Medstead Parish Council

Minutes of the meeting of Council meeting held in the Village Hall on **Wednesday 14th February 2018** at 7.30pm.

Present:

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

Also in attendance: Mr Peter Baston (Clerk).

Action

18.17 OPEN SESSION

- a. Cllr Kercher questioned why tree lopping's had been left by BT in the area (mainly on the road to Beech). It was agreed that the Clerk would log this on the HCC Highways reporting portal.
- b. Cllr Buckland mentioned the recent article in the Daily Mail about pot holes in the EHDC area;
- c. Cllr Buckland also mentioned that a flyer had been received from HCC regarding volunteer drivers being sought. It was suggested that the Medstead Care Group should have first call on any such volunteers and Cllr Penny as co-ordinator was asked to see whether a separate local notice be displayed.
- d. Cllr Fuzzard asked whether Stoney Lane and Boyneswood Lane is subject to an official closure because of the on-going works. It was thought that this was the case and that access is therefore restricted.
- e. Cllr Jackson mentioned that overnight parking is occurring at the entrance to the Green by Foul Lane and asked the Maintenance Committee to consider restricting this by placing a sign.

Clerk

Cllr Penny

Maintenance Committee

18.18 APOLOGIES

District Councillor Ingrid Thomas.

18.19 DECLARATION OF INTEREST

None.

18.20 COUNCIL MINUTES

- a) The minutes of the meeting held on **10th January 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. None.

18.21 COMMITTEE MINUTES AND REPORTS

a) Planning Committee

- i. The minutes of the meeting held on **10th January 2018** having been previously circulated, **were ratified.**
- ii. **Chairman Report –**
A very quiet month with nothing of substance to report.
- iii. **Parish Liaison Meeting(s).**
 - a) Bargate Homes - Cllr Pullen said that the recent Bargate residents' liaison meeting had been more constructive with improved communication between residents and Bargate being experienced. The next meeting is scheduled for 27th March at 7pm at Medstead Village Hall.
 - b) The next Cala/Miller/Beechcroft meeting is scheduled for 2nd March at 11.45am at Medstead Village Hall.

b) Finance & General Purposes Committee

- i. The minutes of the meeting held on **10th January 2018** having been previously circulated, **were ratified.**
- ii. The minutes of the meeting held on **12th January 2018** having been previously circulated, **were ratified**
- iii. **Chairman Report.** A response had been received from EHDC regarding CIL payments. The timing of the payments was questioned regarding as to when the 5 year clock commences to use the CIL funds and the clerk was asked to respond to EHDC for a reply.
- iv. **Approval of Medstead PC Grants Policy.** Council reviewed the policy which were proposed by Cllr Fenwick and seconded by Cllr Kercher and approved by Council.
- v. **Approval of Medstead PC Communication & Social Media Policy.** Council reviewed the policy which were proposed by Cllr Pullen and seconded by Cllr Smith and approved by Council.

Clerk

c) Maintenance Committee

- i. The minutes of the meeting held on **12th January 2018** having been previously circulated, **were ratified.**
- ii. **Chairman Report.**
 - a) The tree survey has been completed and the report is awaited. No major problems have been identified due to action being taken following the previous report in 2013.
 - b) The logo design for the Green Infrastructure is in the process of being completed and Cllr Penny would contact the artist to see what the attest position is.
- iii. **Approval of Medstead Parish Council Tree Policy.** Council reviewed the policy which were proposed by Cllr Fenwick and seconded by Cllr Smith and approved by Council.
- iv. **Medstead Cemetery –**
 - a) **Memorial Wall Plaques.** It was agreed that the memorial wall should be better promoted and an article should be produced by the Clerk for the Medstead Times and also included on the stand at the forthcoming Village Fete.

Cllr Penny

Clerk

b)	Memorial Repairs. After discussion it was agreed that the identified repairs to the memorials go ahead based on the quote received from Studio Stone. The Clerk would contact the contractor accordingly.	Clerk
c)	Approval of 3rd year contract - Cemetery / Churchyard Maintenance. Council reviewed the contract. It was proposed by Cllr Fenwick and seconded by Cllr Jackson and approved by Council. The Clerk would contact the contractor accordingly.	Clerk
v.	Kissing Gates – FP9 & FP5. It was agreed that the kissing gates be installed at the two locations identified. An application for a grant(s) be sought from both HCC & EHDC and the Clerk would take this forward	Clerk
vi.	Approval of 3rd year contract - Village Green Mowing Maintenance. Council reviewed the contract. It was proposed by Cllr Smith and seconded by Cllr Pullen and approved by Council. The Clerk would contact the contractor accordingly.	Clerk
vii.	Medstead Parish Council 2018/19 Projects. Although not an exhaustive list, Council considered those projects as identified by the Maintenance Committee. Further consideration will be given by the Maintenance Committee.	Maintenance Committee
viii.	Village Green lights. A quotation had been received which was considered to be far too high. The Clerk is to meet another electrician at the end of February for a further quotation.	Clerk
ix.	The question of the linking path from The Knapp to Five Ash crossroads was discussed. A meeting with HCC Highways was suggested but this will be further discussed at the next Maintenance Committee	Maintenance Committee

18.22 CHAIRMANS REPORT

<ul style="list-style-type: none"> A message of condolence has been received from Bentworth Parish Council following the fatal accident at Lasham crossroads in which Medstead residents were involved 	
<ul style="list-style-type: none"> A request from Four Marks parish Council had been received for the respective F&GP Committee's to meet to discuss the S106 funds held which could be used mutually beneficially for both parishes in the south Medstead area. Cllr Jackson to arrange a convenient date; 	Cllr Jackson
<ul style="list-style-type: none"> A communication from Revd. Canon Pruen regarding a service commemorating General Halliday VC who is buried in Medstead Cemetery to unveil a plaque in his memory is planned for 15th July; 	
<ul style="list-style-type: none"> Correspondence with HCC Cllr Mark Kemp-Gee regarding Hussell Lane "narrows" where a resident is concerned over the "refuge area" being eroded by traffic and making the entrance to the property unsightly. Medstead Parish Council had previously supported a suggestion that the kerb height be raised (least worse option) and Cllr Kemp-Gee has now asked whether the Council could fund this improvement. Council were not certain whether the land under concern was privately owned, and if so should it not be for the resident rather than HCC or the Parish council to be involved. It is understood that Medstead parish S106 monies for footway improvements are already being held by HCC. Cllr Jackson to update Mark Kemp-Gee 	Cllr Jackson

- Communication has been received from HCC Cllr Mark Kemp-Gee advising that a quantity of HCC Cllr devolved grant was still available. It was agreed that the Parish Council would apply for a grant towards the new kissing gates.

18.23 PARISH CLERK REPORT

- i. Met with Hattingley Wines gamekeeper regarding installation of kissing gate(s) on FP9 & FP5. Sourced suitable kissing gates. Liaised with Day Work contractor regarding work schedule;
- ii. CIL bank account opened at Nat West. No CIL payment received from EHDC to Medstead Parish Council. EHDC have however responded, following representation to Chief Executive, stating that is EHDC's intention is to make the first payment of the Neighbourhood Portion following completion of their annual year-end financial processes which take place during April 2018. Payment would then be made in early May 2018;
- iii. Submitted a further FOI to EHDC to obtain a definitive listing of all S106 payments held by EHDC. Response still awaited;
- iv. Wrote to EHDC to establish whether any records are held by tem of the land at Greenstile. Response still awaited. Will probably require a visit to Hampshire Record Office to take this forward;
- v. Met with day work contractor regarding scalping on Green Infrastructure route;
- vi. Contacted Royal Mail (again), about relocation of post box by the Village Hall entrance;
- vii. Sourced quote for Green "Christmas" lights. Meeting further electrician on 26th February who will provide a further quotation;
- viii. No response from land owner regarding the path along Roe Downs Rd;
- ix. No response from land owner regarding the deposition of silt on land adjoining Five Ash Pond. Further letter has now been sent;
- x. Undertook admin and minutes for Bargate Homes Residents Liaison meeting;
- xi. Arranging repairs to playground equipment (Rotabounce / Spinner).

Cemetery Activity

Grant of Burial Rights x 2 – plots 1508 & 1509

Burial - Mrs R B Smith

18.24 DISTRICT COUNCILLOR REPORT(S)

District Councillor Report: Deborah Jackson

- EHDC cabinet re-shuffle, with Cllr Julie Butler (Petersfield, Heath) taking over as deputy leader, allowing Cllr Ferris Cowper to concentrate on the Whitehill/ Bordon redevelopment project.
- The Boundary Commission review has proposed that Four Marks and Medstead become a three (rather than two) councillor ward and also put forward some further changes to boundaries within Alton and Horndean.
- The February Community Forum focussed on the theme of "Resilience", with presentations of the "CitizenAID" app, taking you through actions to take in the

event of a terror attack (or similar) and local community and household actions in the event of local disaster.

- Speculative application by Gladman for 65 houses on Lymington Bottom (Four Marks) was refused.
- EHDC Planning Committee went against the officers' recommendation and refused the reserved matters permission for the replacement Alton Sports Centre, pending further consultation.
- Latest review of the Local Plan is now underway, part of which includes a call for new SHLAA sites (closing date 4th May).
- Advised that South East Water will be commencing works along Red Hill from 19th February, resulting in road closure to Boyneswood Bridge. Timing may be a little optimistic as the stretch along Five Ash still awaits completion.
- Over the past few weeks, Boyneswood and Stoney Lanes have given cause for concern, with closures being put in place to allow the installation of the sewerage system for the Bargate development. This closure should have been implemented last November but was delayed until work commenced. It is hoped that sections will be opened up again to the public as soon as sections of work have been completed.
- Small amount of community grant money still available for local projects.

District Councillor Report: Ingrid Thomas

- Gladman - a company who put in a speculative planning application for 65 new homes in Lymington Bottom were refused by East Hampshire District Council (EHDC). There is likely to be an appeal made by the applicant but we will work together with officers to get the appeal dismissed as the policy reasons for refusal were strong.
- EHDC are beginning a review of the Local Plan which has to be reviewed every five years. The Neighbourhood Plan group will also be looking to review the Neighbourhood plan.
- Invited Simon Jenkins EHDC Head of Planning and Victoria Potts EHDC Planning Policy team manager to come and visit our villages and see for themselves what is happening here: I took them to see the current development sites and the chaos the various roadworks connected with them are causing. We went to look at the access problems of getting out of various side turnings off the A31; including the difficulty of using either of the bridges to get up to Medstead and school parking issues.
- The Traffic Order for the roads around Four Marks school have recently been signed.
- I have been asked a couple of times what the job of district councillors involves so thought I'd share what I've done this week: On Tuesday I went to a planning briefing which covered what the compliance team are doing throughout the district. On Tuesday evening it was our community forum in Alton, a very interesting meeting about how to plan for emergencies. Wednesday evening I went to a training session. On Thursday I met with the service head for neighbourhoods to look at challenges and plans in her department which covers environmental health, animal welfare, cemeteries, licensing and traffic matters. That was followed by cabinet briefing. On Friday I went to the planning site visit for an application site in Ropley.

18.25 CORRESPONDENCE

- a. **Speed limit on Grosvenor Road, Medstead GU34 5JE.** It was felt that making this stretch of road 30mph would be unenforceable and, although currently outside the Settlement Policy Boundary, could lead to speculative planning applications. Medstead Parish Council did not support this proposal. Cllr Jackson to contact the correspondent.
- b. **Proposal for dedication of public footpath linking FP 21 and BOAT 40.** Medstead Parish Council fully support this proposal
- c. **Fibre broadband provision in High Street and beyond.** The Clerk was asked to contact BT to ascertain when the project will be completed.
- d. **Bus Stop – Five Ash Pond.** It was agreed that a simple bench and a waste bin be provided by the school bus stop at Five Ash crossroads. Further it was agreed that the Clerk should contact HCC to ask them to take forward the kerbing as originally agreed.
- e. **Local Government Ethical Standards.** This was noted by Council.
- f. **Consultation on further limited draft recommendations for ward boundaries in East Hampshire.** This was noted by Council.
- g. **HCC Town & Parish Council Meeting - 1st March 2018.** This was noted by Council.

Cllr Jackson

Clerk

Clerk

18.26 FINANCIAL MATTERS

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

<u>Date Paid</u>	<u>Chq No</u>	<u>Payee</u>	<u>Amount</u>	<u>Transaction detail</u>
10/01/2018	2735	Victim Support Grant	£100.00	Grant Payment
10/01/2018	2736	St Andrew's Church Grant	£100.00	Grant Payment
10/01/2018	2727	Cllr D Jackson	£23.94	Expenses (Chairman's allowance)
	2738	Cancelled	£0.00	
10/01/2018	2739	SE Water	£22.37	Cemetery water bill
10/01/2018	2740	Parish Clerk	£36.10	Clerk Expenses
10/01/2018	2741	Parish Clerk	£734.97	Clerk December 2017 salary
10/01/2018	2742	HMRC	£793.63	HMRC Q3 Payment
10/01/2018	2743	Medstead Village Hall	£165.00	Room booking fees
11/01/2018	DD	Vodafone	£17.00	Parish Council mobile phone contract
11/01/2018	DD	Nat West	£126.72	Credit Card Payment
13/01/2018	CC	Office Outlet	£7.46	Stationery
21/01/2018	CC	Vista print	£31.78	Signs for pond
26/01/2018	CC	Post Office	£14.74	Postage
29/01/2018	CC	Kaspersky	£18.00	IT security Renewal
31/01/2018	2744	Nimrod Fire Protection	£178.32	Pavilion Fire extinguisher annual inspection
31/01/2018	2745	EHDC	£35.00	Councillor Training
31/01/2018	2746	PJ Grace	£3,123.12	Cemetery Contract 2nd payment
31/01/2018	2747	PJ Grace	£1,995.12	Cemetery Contract Final payment
29/01/2018	Tfr	Transfer to CIL account	£1.00	Account opening transfer

Key:	CC	Credit Card Payment
	Tfr	Transfer to CIL account
	DD	Direct Debit

- ii. It was **RESOLVED** to approve the Bank Reconciliations (as approved by Cllr Buckland) as at 31st January 2018. Proposed by Councillor Penny seconded by Councillor Kercher.

18.27 ANNUAL PARISH ASSEMBLY

The Clerk was asked to send invitations for the Annual Parish Assembly to be held on 17th April. It would also be advertised in the Medstead Times and the Four Marks News. It was agreed that Tracy Vear would be invited as guest speaker to provide an update on her work as Community Development Officer within the new developments in the parish.

Clerk

18.28 OUTSIDE PLAY EQUIPMENT

- Cllr Smith suggested that adult play equipment be purchased on the Green to provide a "Trim Trail". He would forward the details on to the Clerk for onward circulation and for other councillors to consider in advance of the next full Council meeting. This would also be included on the Parish Council stand at the Fete for comments to be received.
- Two items of play equipment have been removed for repair and a firm quotation of costs is awaited.

Cllr Smith / Clerk

18.29 POND(S)

Five Ash Pond - A further letter had been sent to the adjoining land owner to seek permission to dump the spoil on that site. No response has been received. As dredging is very expensive, pending a response from the land owner, apart from possibly de-silting the inlet, this project would be put on hold as the flooding issue at that location has receded at present.

Maintenance Committee

Village Pond – Two small holes had been plugged but the main leak it is believed has still not been found. A plastic liner has been considered but is a last resort. Cllr Pullen has been liaising with Mr Hans Taylor who has been in touch with a specialist company who will come to the Pond to see if they can assist.

Cllr Pullen

18.30 BENJAMIN UK LTD

Cllr Pullen had attended a liaison meeting on 13th February and it is reported that both local residences have quietened down with only a couple of minor issues reported. Both Ofsted and Hampshire County Council have told Benjamin UK that until all disturbances have been eradicated, then the additional Benjamin UK property in Winchester Road will not be allowed to operate.

18.31 ALLOTMENTS

No further news as a meeting will be taking place after the Cala Liaison meeting on 2nd March. There are a three individuals on the allotment waiting list, one of whom is keen to help with the management company.

18.32 SPEEDWATCH

Two new volunteers have been engaged with their applications having been submitted to Hampshire Police.

18.33 COMMUNITY ENGAGEMENT PROJECTS

- i. **Summer Fete.** A stall will again be in place and the display will show the Cemetery improvements, memorial wall and the play equipment for adults' proposal. The Clerk was asked to book a pitch.
- ii. **Remembrance Day 2018.** Following a communication from Revd. Canon Pruen, it was agreed that the parish Council would hire and pay for the Village Hall on 11th November 2018. Clerk would book the venue.

Clerk

Clerk

18.34 COUNCIL REPRESENTATIVES

None to report.

The Chairman closed the meeting at 9.55pm.

ChairmanDate.....