

# Medstead Parish Council

**Minutes** of the meeting of Council meeting held in the Village Hall on **Wednesday 11<sup>th</sup> October 2017** at 7.30pm.

## **Present:**

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

**Also in attendance:** 2 members of the public, District Councillor Ingrid Thomas & Mr Peter Baston (Clerk).

## **Action**

### **17.160 OPEN SESSION**

- a. Representations were received from the two members of the public regarding a possibility of footpath along Roe Downs Road ideally inside the field boundary. It was mentioned that Medstead School children had written to the land owner to see if he would be willing to make available a right of way and a response was awaited.

Council reported that they had also written to the land owner previously and had received a response from his land agent which stated that the land owner would not be willing. Council agreed to pass the land agent details to Medstead School.

**Clerk**

The possibility of a path (where possible) alongside the road was considered and the Clerk has already made contact with HCC Highways and a site meeting will be arranged asap.

District Cllr Thomas suggested that HCC Councillor Kemp-Gee contact the land owner to assist with moving this possibility forward. The Clerk would take this forward.

**Clerk**

- b. Cllr Buckland asked what the latest position was at Boyneswood bridge. Cllr Pullen explained that traffic lights had now been installed in advance of the sewer to be installed from the Friars Oak development. In addition, SE Water had now delayed the water main work in the Red Hill area until May 2018.
- c. Cllr Buckland raised the issue of bill posting on telegraph poles. District Cllr Thomas stated that at present, Hampshire County Council have the power to remove but this may be delegated to EHDC once legal legislation is passed. Once in place, EHDC fly tipping section should be contacted who will arrange removal and may fine those that have posted the notices.
- d. Cllr Pullen reported that the bollards had been replaced swiftly by HCC at the road narrows in Boyneswood Road following their recent disappearance.

### **17.161 APOLOGIES**

Cllr Mike Smith. This absence was approved by Council.

### **17.162 DECLARATIONS OF INTEREST**

None.

### 17.163 COUNCILLOR VACANCY

Following the resignation of Cllr Hans Taylor, a democratic process of advertising for a co-opted councillor was carried out resulting in just one applicant, being Mrs G Fuzzard.

Due to personal reasons, Mrs Fuzzard was unable to attend the meeting but her application was unanimously approved by Council and she was co-opted on to the Council. The Clerk would contact Mrs Fuzzard and arrange for all the necessary documentation be completed.

Clerk

### 17.164 COUNCIL MINUTES

a) The minutes of the meeting held on **13<sup>th</sup> September 2017** were reviewed and then proposed as a **true record** by Councillor Kercher seconded by Councillor Pullen, **and signed by the Chairman.**

#### b) Matters Arising.

- i. Item 17.142(c). Cllr Jackson reported that Four Marks Parish Council had applied for a district councillor grant for this work.
- ii. Item 145(b) (i). The Clerk reported that this had been chased and a response was awaited from Royal Mail.
- iii. Item 149. Cllr Thomas was asked if the car parking machines were able to be programmed to operate as “free” machines. Cllr Thomas reported that as the machines were programmed remotely and would be subject to IT constraints.
- iv. Item 17.158. The Clerk reported that he is meeting with an electrician shortly to review the condition and operation of the lights.

### 17.165 COMMITTEE MINUTES AND REPORTS

#### a) Planning Committee

- i. The minutes of the meeting held on **13<sup>th</sup> September 2017** having been previously circulated, **were ratified.**
- ii. **Chairman Report –**  
*“Yet another quiet month on the Planning front in terms of new applications.*

*I attended the opening session for the Annaliese appeal hearing yesterday morning in Alton. The appellant tried to have an alternative scheme submitted to the appeal that could be considered should the appeal fail. EHDC strongly objected to this and the Inspector refused to accept the alternative scheme on the grounds that it would not have gone through the correct process.*

*Out of interest I looked up to see if the 68 Lymington Bottom Road appeal had moved on and there is a letter from the Inspector asking if the appellant would agree to a Condition should he/she be minded to allow*

*the appeal. This relates to some serious landscaping, etc. which looks to me as though they are likely to allow the appeal, I may be wrong but.....*

*Looks like there is an application coming soon for up to 68 dwellings in Lymington Bottom, near Brislands Lane, so that will test the Neighbourhood Plan, Five Year Housing Land Supply, etc.”*

- iii. **Parish Liaison Meeting.** Cllr Pullen reported that there had been a further liaison meeting for the Cala / Miller / Beechcroft developments but there was little to report. There is a further liaison meeting for Cala / Miller / Beechcroft on 27<sup>th</sup> October 2017 at 11.45am at Medstead Village Hall.

It was reported that the Bargate development was now underway and in accordance with section 3.5 of the Construction and Environmental Management Plan, interaction and communication with the local community is required and the Clerk was asked to contact Bargate Homes to arrange a meeting(s) to be held.

**Clerk**

**b) Finance & General Purposes Committee**

- i. No meeting had been held since the last Full council meeting
- ii. **Chairman Report –**
  - a) The next meeting scheduled for 25<sup>th</sup> October 2017 would be reviewing the 2017/18 expenditure and setting of the draft 2018/19 budget.
  - b) Following a review of Council owned land, the Clerk had found Land Registry documents dated 1955 which detailed the land which the Parish Council owned and this would be reviewed by a separate meeting on 10<sup>th</sup> November 2017 at the Parish Office.

**All Councillors**

**c) Maintenance Committee**

- i. No meeting had been held since the last full council meeting.
- ii. **Chairman Report -**
  - a. Following the review of memorials which require repair, the Clerk was asked to contact the grave owners (where possible) to request that the repairs are funded by the families themselves rather than the Council.
  - b. With Cllr's Buckland & Penny, the Clerk had undertaken a review of work required on the Green and a schedule had been prepared which would be undertaken once the Day Work Contractor had been appointed.
  - c. Green infrastructure – The name of the route was being considered by the School and it was requested that all local community groups be invited to suggest suitable names for the route.
  - d. The Clerk had been in contact with BT Openreach in attempting to get their agreement to undertake and fund the damage caused by vehicles negotiating the area whilst the works were being undertaken.

**Clerk**

**Clerk**

- e. It was reported that a Footpath officer for Medstead had been found and with thanks to Mr Chester Whapsure for taking on this role. The Clerk would maintain contact and receive reports of any footpaths etc. which require the attention of the council.

#### **17.166 CHAIRMANS REPORT**

- i. Outside from activities as District Councillor, a fairly quiet month.
- ii. The claim against the Parish Council for the alleged injury to a cyclist in June 2016 is progressing, with the requested documentation being supplied to our insurers.
- iii. With no further feedback or supplementary questions being asked, I believe that the FOI requester from Lymington Bottom Road is now satisfied that the Parish Council has supplied all of the information that it can.

#### **17.167 PARISH CLERK REPORT**

- i. Preparation for meeting with internal auditor for the 2017/18 interim audit;
- ii. Pavilion door now replaced by Brackenwood;
- iii. Further liaison with insurance company dealing with claim against Medstead PC for injury following an accident near to the Pond;
- iv. Further correspondence with Openreach (BT) in trying to get them to re instate the verge by the Village Pond;
- v. Prepared new Parish Councillor welcome pack;
- vi. Two applications received for the Day Work contractor position. These will be reviewed at the forthcoming Maintenance meeting on 25<sup>th</sup> October 2017;
- vii. Further reviewed the budget / expenditure and calculated a draft 2018/19 budget for F&GP consideration at their meeting on 25<sup>th</sup> October 2017;
- viii. With Cllrs Buckland & Penny, reviewed the non tree work required at the Green and prepared a schedule of seven areas of work required which will be undertaken (mainly) once the day work contractor has been appointed;
- ix. Met Paul Grace (and gave the go ahead) to proceed with the clearance of undergrowth at the side of the Village Hall;
- x. Attended the latest Parish Liaison meeting with Cala/ Miller. Beechcroft failed to attend;
- xi. Met relative of Halliday family regarding the Halliday plot and thanks were passed for the look of the Cemetery;
- xii. Liaised with resident of Homestead Rd. regarding an unauthorised encroachment on to common land, thereby narrowing the road for traffic. EHDC have now advised that this is an issue between the Homestead Rd residents and the land owner;
- xiii. Contacted Surry Hills solicitors regarding a quotation for their costs should the land at Cala Homes be transferred across to the Council;
- xiv. With Cllr Kercher, met with the new Footpath Officer to discuss what Medstead Parish Council are seeking from the position.

## **17.168 DISTRICT COUNCILLOR REPORT(S)**

### **District Councillor Report: Deborah Jackson**

- i. Two District Councillor grants have been awarded this month, to St Andrew's Church for the repair of the clock in the centre of the village, and to Four Marks Parish Council for the repair of the joint parish notice board at Oak Green Parade.
- ii. Chaired the September liaison meeting with the Lymington Bottom Road developers – there are still issues with non-notification of predicted lorry movements from two of the sites. Rather than the Clerk chase this up, this is now an Enforcement issue. The bus shelter on the A31 (made dirty by mud from lorries) has now been cleaned by a representative of Miller Homes. A further meeting is to be held with CALA in relation to the allotments.
- iii. Ongoing resident concerns regarding the surface of Boyneswood Lane post recent development activities are being followed up by Cllr Thomas, whilst I am addressing the replacement of the bridleway finger post and sign.
- iv. Following up concerns of Hattingley residents regarding increased overflying and noise from aircraft. This does not appear to be related to the proposed extension of TAG Farnborough.
- v. Working with residents of Homestead Road to resolve potential encroachment onto the public bridleway. EHDC do not believe that this is a "planning" matter, so I am following up with HCC.
- vi. Notification of Independent Local Government Boundary Commission 10 week consultation (ends 11/12/17) on proposed changes to EHDC ward boundaries. Proposed reduction from 44 to 43 councillors. Downland would reduce in size to become a new Bentworth & Froyle ward and Four Marks & Medstead would expand to include Chawton and gain a third councillor.
- vii. Received advance notification of a proposed public consultation prior to submission of planning permission by a speculative developer. This would be for a further 65 houses on current agricultural land in Lymington Bottom (Four Marks)

### **District Councillor Report : Ingrid Thomas**

The misery of Boyneswood Bridge being closed is with us once more but at least this time the work to install the main sewer pipe is happening. I have spoken to the site manager at Bargate homes at the end of Beechlands Road who still seems uncertain about which direction they will be going to connect their site to mains drainage, it's amazing to me that no decision was made before works began on site.

Benjamin UK continue to cause problems with the bad behaviour of the children having a hugely poor effect on the lives of neighbours. We have now been meeting the area manager of Benjamin UK to discuss the issues for a couple of months and did have a reasonably quiet period whilst there was only one child in each of the homes. The Winchester Road home we were told would not be opening until the other two were running smoothly....

In the post there was a leaflet from a developer who says he is intending to submit an application to build 65 homes off Lymington Bottom, this has caused great consternation. This company has had pre app advice from Officers at East Hampshire who have pointed out that we have an up to date local plan, a neighbourhood plan and a five year housing land supply therefore all the policies in

both plans carry full weight. The Plan clearly says that development outside the settlement policy boundary will not be permitted.  
It will be interesting to see what the application actually says when it is submitted at which stage the Parish Council and all our residents can comment on the application using planning policy.

I was invited to go to an event called Think Safe, this is organised by the district council each year and year 6 pupils are invited to go along. This year there was a section organised by the Fire Brigade, one by the Dogs Trust showing how to behave with dogs that you may meet that you don't know and how to recognise signs that the dog should not be approached. Southern Domestic Abuse had an interesting session on types of domestic abuse how it can affect children and how they should report it. RNLI did an interactive session on beach safety which went down very well with the children. Finally the police did a session on Stranger Danger, I was very concerned that even though the children were told where they should go next and that they would be met by a police officer they all happily followed a stranger ..... this was part of the exercise. It was a good reminder that children are vulnerable to strangers and need to be taught and reminded how to deal with strangers who approach them and who to call if they need to.

I would like to draw your attention to the current consultation that HCC are running at the moment about the expansion of Four Marks School. This is about the additional space needed to make the school a two form entry school. There are proposals included on possible arrangements for drop off and collecting pupils, please look at the proposals and make a response.

#### **17.169 CORRESPONDENCE**

- |      |  |                             |
|------|--|-----------------------------|
| i.   | <b>Enlargement of Four Marks Church of England Primary School – Consultation.</b> Medstead Parish Council are not opposed to the expansion and fully support the proposal.                             | <b>Clerk</b>                |
| ii.  | <b>Consultation on the revised statement of principles under the Gambling Act 2005.</b> This was noted by Council.   |                             |
| iii. | <b>EHDC Pricing Schedule.</b> With regard to the cemetery costs in the schedule, Council discussed the possible double counting of costs and Cllr Thomas was asked to enquire about a possible rebate. | <b>District Cllr Thomas</b> |
| iv.  | <b>Consultation on draft recommendations for ward boundaries in East Hampshire.</b> This was noted by Council.   |                             |
| v.   | <b>SE Water – Red Hill / Five Ash Road water main.</b> This was noted by Council.  |                             |

## 17.170 FINANCIAL MATTERS

- i. It was **RESOLVED** to approve the Income and Expenditure report for **September 2017**.

<u>Date Paid</u>	<u>Chq No</u>	<u>Payee</u>	<u>Amount</u>	<u>Transaction detail</u>
07/09/2017	2696	Mr P Baston	£42.10	Clerk expenses (August 2017)
07/09/2017	2697	WKL	£9.61	WKL (Village Green bench base supplies)
07/09/2017	2698	Mr P Baston	£811.47	Clerk salary (August 2017)
07/09/2017	2699	Came & Co.	£1,455.11	Came & Co. (Insurance 17/18)
07/09/2017	2700	D R Pullen	£32.89	D R Pullen (Pond weedkiller reimbursement)
07/09/2017	2701	Brackenwood Windows	£384.31	Brackenwood (Pre installation payment)
07/09/2017	2703	Philip Porter	£300.00	Philip Porter (Landscaping)
07/09/2017	2702	BDO LLP	£360.00	BDO LLP (External Audit)
11/09/2017	DD	Vodafone	£17.00	Vodafone (Mobile contract)
13/09/2017	2704	Jim Kimber Landscapes	£654.66	Jim Kimber Landscapes (Aug 17 mowing)
13/09/2017	2705	D R Pullen	£20.26	D R Pullen (Pond expense reimbursement)
26/09/2017	CC	Post Office	£16.80	Stamps
28/09/2017	CC	Timpson	£30.00	Keys for new doors at Pavilion
28/09/2017	CC	Nat West	£32.00	Annual Credit Card charge 2017/18

- ii. It was **RESOLVED** to approve the Bank Reconciliations (as approved by Cllr Buckland) as at 30<sup>th</sup> September 2017.

## 17.171 MEDSTEAD POND(S)

- i. **Five Ash Pond** Cllr Pullen reported that he had met with Cllr's Kercher and Smith to discuss the consultant's report and an action plan was being considered.
- ii. **Village Pond Restoration.** Cllr Pullen reported that all work is on hold until spring 2018.

## 17.172 SOUTH EAST WATER DRAFT DROUGHT PLAN 2017 – CONSULTATION

This Plan was noted by Council.

## 17.173 BENJAMIN UK LTD

Following a recent incident at Benwhyles, Cllr Pullen would draft an informative response to Ofsted for the Clerk to send.

**Cllr Pullen / Clerk**

## 17.174 ALLOTMENTS

Cllr Fenwick reported that following the Parish Liaison meeting on 27<sup>th</sup> October, there would be a meeting with Rob Westwood (Technical Director) from CALA Homes (Thames) Limited to discuss the S106 provision for the allotments to be handed over to the Parish Council at the Cala Homes site in Medstead.

### 17.175 SPEEDWATCH

Cllr Smith had provided the following report to Council:

*"This week for the first time we were able to set up our kit on South Town Road and we had 24 people speed out of 240 i.e. 10%.*

*I think we caught out a lot of drivers who did not expect to see us there. We now have 6 roads that we can cover and are still pushing for Wield Road to be included. We have just increased our volunteers by 25% i.e. one person who thought they had been caught speeding so has offered her help to us on Friday mornings."*

### 17.176 COMMUNITY ENGAGEMENT PROJECTS

For the Christmas Tree Festival to be held on 8<sup>th</sup> December 2017 and as previously reported, Medstead Parish Council would purchase a tree for the event and the offer of a further tree (and possibly lights) by Croudace Homes would be followed up by Cllr Pullen.

**Cllr Pullen**

The Clerk is meeting the electrician to ensure that the existing tree lights were all operating and that a suitable electrical feed was in place for the Pavilion tree.

The Clerk was asked to purchase two sets of suitable additional lights.

**Clerk**

### 17.177 COUNCIL REPRESENTATIVES

#### Sports Club

- i. Cllr Kercher reported that the sports Club were very pleased with the new Pavilion doors and that the Clerk had provided sufficient keys for them.

The Chairman closed the meeting at 9.35pm.

Chairman .....Date.....