

Medstead Parish Council

Minutes of the meeting of Medstead Parish Council held in the Village Hall
on **18 March 2014** at 7.45pm.

Present: Cllr D Jackson (Chairman); Cllrs R Pullen (Vice-Chairman), K Kercher, J Penny, P Buckland, P Fenwick, H Taylor, S Whitcher, and M Smith, District Councillors Ingrid Thomas and Maurice Johnson and 1 member of the public.

Also in attendance: Miss Katie Knowles, Clerk.

13.120 OPEN SESSION

- Mrs Constantine expressed her concern at the condition of the pavement in the vicinity of the building work in Greenstile as a result of large vehicles parking on the pavement. She enquired whether the developer would be responsible for repairing any damage to the pavement at the conclusion of the building works, which Cllr Pullen confirmed should be the case. Councillor Thomas offered to bring this to the attention of Hampshire Highways.
- Councillor Johnson reported three pot holes on Roe Down Road, Grosvenor road and Soldridge Road.
- Councillor Buckland reported that footpath 27 at the end of Redwood Lane has a new footpath post but it is currently lent up against a hedge. Cllr Taylor offered to install the post.
- Councillor Buckland reported that the Highway triangle in Church Lane continues to look unsightly with rubble and other building materials being stored on it. The Clerk confirmed that Hampshire Highways had confirmed it was their land.

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

13.121 APOLOGIES

There were no apologies for absence. All Cllrs were present.

13.122 DECLARATIONS OF INTEREST

There were no declarations of interest.

13.123 COUNCIL MINUTES

- a) The minutes of the Council meeting held on 21 January 2014 having been previously circulated, **were corrected and then proposed as a true record** by Cllr Fenwick, seconded by Cllr Penny and agreed by all, and **signed by the Chairman**.
- b) Under matters arising the following items were updated:
 - 13.111(b)** The Clerk confirmed that the Lengthsman Scheme was for one day, every three months. The Lengthsman is due back in the Parish on 6th May 2014. Councillor Pullen updated the Council on the virtual footway and confirmed the works were complete apart from painting the footway a different colour to the road surface. He confirmed that the Planning Committee continue to highlight the danger of the footway in its current state.
 - 13.112 (2)** The Clerk Confirmed that the clearance on the windblown trees had commenced.
 - 13.118** The Chairman confirmed that Julia Potter Executive Head (Planning & Built Environment) would be the main speaker at the Annual Parish Meeting.

13.124 COMMITTEE MINUTES AND REPORTS

- a) The minutes of the **Planning Committee** held on 12th February 2014 having been previously circulated, **were ratified**. **Councillor Pullen** summarised the number of proposed dwellings the parish is receiving applications for, so the Parish does not lose sight of the overall numbers. Since 1st January this year, in Medstead alone, permission has been given for 115 extra houses, we are awaiting decisions on 164 and we have had exhibitions for 220 a grand total of one short of 500. This does not take into account those in Four Marks which is a figure of over 200.

A site meeting for Friars Oak has been confirmed for Friday 28th March at 9.30am. Councillor Pullen reported he has been in touch with EHDC Planning Department regarding the land north of the Telephone Exchange better known as the pig farm regarding a decision of the District, that planning permission was not required for a hard standing on the site and other activities including the condition of the site and he will keep the Council updated.

He reported that EHDC seem to be losing their employees fairly quickly as the case officer for the pig farm has left and Nigel Jarvis case officer for all the larger applications in the Parish leaves in the middle of next month. Finally Councillor Pullen reported that the Parish Council are writing to Cllr Angela Glass, who holds the Planning Portfolio at EHDC to express our concerns that we seem to be being treated differently to other areas in the district. Basically we were told by her in December that there was no money to help parishes with Neighbourhood Plans and now EHDC are advertising an exhibition they have arranged for Horndean to plan for an additional 700 homes. Councillor Pullen is also corresponding with Hampshire Highways about the pedestrian safety on Boyneswood Road Bridge and whilst he is not holding his breath, they are still communicating. County Councillor Mark Kemp-Gee is supporting the Parish on this issue.

- b) The minutes of the **Maintenance Committee** held on 26th February 2014 having been previously circulated, **were ratified**. **Councillor Kercher** reported that the pond at Five Ash Road was a concern due to the persistent flooding during the winter. In September 2013 Hampshire Highways had initially offered to assist the Parish Council, however as winter approached the Council were told that they could not assist and it was the sole responsibility of the Parish Council. At the February Committee meeting it was agreed that the Clerk is asked to approach contractors to establish the depth of the pond, the level of silt and make recommendations to the Council on the best approach. Councillor Kercher further reported that following the high winds in February a large number of trees on the Knapp had been damaged, causing an immediate danger to walkers, residents and the power cable on Knapp Lane. Councillor Kercher and the Clerk had met a tree surgeon on site and agreed a programme of emergency works which have now been completed and the Committee had ratified the Chairman's decision. As part of the Cemetery improvement programme for 2014/15 the Committee were in the process of reviewing the number of trees growing on or near to grave plots with a view to removing them and Councillor Kercher thanked Councillor Buckland for his assistance on his survey work on this issue. The Committee had also visited the Cemetery prior to the Council meeting to further consider works under the improvement programme and the proposals will be considered at the next meeting. Following the annual inspection of the play equipment a programme of minor repairs were recommended by the contractor which were agreed by the Committee. After considering two quotes for the replacement of the see-saw springer in the enclosed area, it was agreed that it should be removed in view of the current work to seek quotes to replace all the play equipment in this area. Finally the Committee considered the proposed safety improvements submitted to the Council by the School Governors, the outcome of which would be deferred to the discussion of this item on tonight's agenda.
- c) The minutes of the Finance and General Purposes Committee held on 30th October 2013 and 26th February 2014, **were ratified**. The Chairman reported that at the last meeting the Committee had agreed a policy for managing expenditure that has not been budgeted for. It was agreed that the expenditure would be allocated to the Councils general reserves. The Committee had also reviewed the Wakes Trust and it was agreed that the Trust need to be better advertised together with other grant opportunities in the Parish including the Council's own grants scheme and the Mulcock Charity. Finally the Committee reviewed the Clerks hours in view of the additional workload generated by Planning and the first stages of the Neighbourhood Plan. The Committee had agreed to recommend to Council that the Clerks weekly hours are increased from 12 to 15 hours, which reflected the hours the Clerk was currently working, and that the increase is back dated to January 2014. The

recommendation to Council was seconded by Councillor Penny and agreed by all. It was **RESOLVED** to increase the Clerks hours from 12 to 15hrs per week, back dated to January 2014.

13.125 CHAIRMAN'S REPORT

The Chairman reported:

- She had been dealing with correspondence relating to the flooding at Five Ash Road pond and the parking and pedestrian safety concerns outside the school.
- A dialogue with the Chairman of the Village Hall Trustees had been opened regarding the possible future expansion of the Hall.
- A thank you to the Councillors that had recently attended the CALA homes exhibition.
- Councillors should note the training opportunities provided by the Hampshire Association of Local Councils on a range of issues.

13.126 DISTRICT COUNCILLORS REPORT

Councillor Thomas monthly report was previously circulated and attached herewith. She further reported that the Watercress line had objected to the proposed increase use of the bridge in response to the development proposals, on safety grounds.

Councillor Johnson reported that:

- He was concerned about the Planning Inspectors decision to insert the word "minimum" in front of the housing allocation for the settlements across the District.
- The Planning Department was experiencing a high workload and Officers were being headhunted by developers.
- One million pounds was available to businesses in financial difficulty in the form of business relate relief for up to two years.

13.127 FINANCIAL MATTERS

- a) It was **RESOLVED** to approve the income and expenditure reports for January and February 2014.
- b) It was **RESOLVED** to approve the expenditure against budget for the period 1 April 2013 to 28 February 2014.
- c) Members **received and noted** the Bank Reconciliation as at 31 January 2014.
- d) It was **RESOLVED** to approve the payment of the Clerks wages by monthly standing order, commencing April 2014 for 11 months to allow for any adjustments to be made at the year end.

13.128 NEIGHBOUHOOD PLAN & JOINT WORKING

- a) The Chairman reported that a joint meeting with representatives of Four Mark Parish Council had taken place on 12th March. The final changes to the Designation Order were agreed which had now been signed by both Parishes and submitted to EHDC. When the Order is acknowledged by EHDC as legally compliant a six week statutory consultation period will commence.
- b) The Chairman reported that there will be a joint launch event will be held on **29th March 2014 at Four Mark Village Hall from 10.30am – 4.00pm**. There will be a presentation at **11.00am** and **2.30pm** by Chris Bowden of Navigus Planning that will provide an overview of what is involved in developing a Neighbourhood Plan and hopefully get people interested, put their names forward to help and to also form a steering group. Councillor Pullen reported that a flier advertising the event will be circulated to every household in the Parish thanks to the Cllrs and a high number of volunteers who have come forward to help.

13.129 S106 CONTRIBUTIONS FUNDING PRIORITIES

The Chairman reported that an outstanding action from the joint meetings with Four Marks Parish Council was for the Medstead to consider to agree a list of projects for developers contribution funding. A number of project ideas were discussed and the following priorities were agreed:

| Agreed projects in priority order | Additional Information |
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| 1. To extend and develop Medstead Village Hall | To consider the development of a 10yr development plan. |

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| 2. To replace and develop the play equipment for younger children on the Village Green. | Tender process underway. |
| 3. To purchase land to extend Medstead Cemetery. | Current programme of improvement to existing Cemetery being managed by the Maintenance Committee. |
| 4. To dredge and maintain Five Ash Road Pond to minimise the risk of flooding. | Maintenance Committee work programme. Quotes being obtained. |

13.130 MEDSTEAD PRIMARY SCHOOL – ROAD SAFETY RECOMMENDATIONS

Councillor Kercher reported on the discussions of the Maintenance Committee. It was noted that most of the proposals were outside the remit of the Parish Council. The Parish could however support the School in its representation to Hampshire County Council's Highways Department subject to the priorities being agreed by both parties. Councillor Fenwick agreed to report back to the Governors and to recommend that they approach the Bowls and Tennis Club direct together with Hampshire Highways and then agree a list of priority actions for the Parish Council to review.

13.131 COUNCIL REPRESENTATIVES

- a) **Village Hall** – Cllr Buckland reported that since the last report the trustees have held two meetings. There are no major problems on the general running of the Hall, cash flow or maintenance with the continued help of the trustees. The two main concerns are that despite further advertising the Village Hall still requires a caretaker. The trustees are also looking for a cleaner as the present one has had to give notice. A cleaning company is being used on a temporary basis. The post box near the entrance does cause some concerns with car movements and during the wet weather access over the mud was a problem. It was suggested by Councillors that the best option would be to request for the box to be moved over to the layby next to the Council's notice board and Councillor Buckland was asked to report the suggestion back to the Trustees.
- b) **Sports Club** – Cllr Kercher reported that Sports Club had obtained a grant from Councillor Johnson to fund the replacement of the carpet on the stairs and upstairs.
- c) **Parish Plan Committee** – The Chairman reported that there had been a meeting of the Committee on the 10th February 2014 and it was agreed not to close down the Committee until the last remaining actions were implemented.
- d) **East Hants Association of Town and Parish Councils (EHAPTC)** – The date of the next meeting is Wednesday 26th March but Cllr Fenwick is unable to attend and asked for an alternative representative to attend.

There being no further business the meeting was closed at 9.35pm

ChairmanDate.....