



Medstead Parish Council

Minutes of the meeting of Council meeting held in the Village Hall on **Wednesday 13th June 2018** at 7.30pm.

Present:

Councillors Deborah Jackson (Chair), Peter Buckland, Peter Fenwick, Georgy Fuzzard, Ken Kercher, Roy Pullen & Stan Witcher.

Also in attendance: EHDC Cllr Ingrid Thomas, two members of the public and Mr Peter Baston (Clerk).

Action

18.99 OPEN SESSION

- a. One member of the public commented upon the extended closure and condition of Stoney Lane during the ongoing Bargate construction works and the extended closure of the lane. She commented that following a conversation with the Bargate construction director, although Bargate had promised to make good the condition, she felt unconvinced that they were committed to resolve the issue and was trying to get support to ensure that the work is done.
- b. Cllr Fuzzard commented that the door to the water tap in the Cemetery was swinging open and required repair. In addition, a screw cap from one of the memorial plaques was missing and required replacing. The Clerk would contact the day work contractor.
- c. Cllr Fenwick mentioned that he had heard rumours that the hardware Store was to close after the summer.

Clerk

18.100 APOLOGIES

Cllr Mike Smith
Cllr Jean Penny

Both were approved by Council

18.101 DECLARATION OF INTEREST

None.

18.102 COUNCIL MINUTES

- a) The minutes of the meeting held on **9th May 2018** were reviewed. Subject to one amendment to the day of the meeting, it was proposed as a **true record** by Councillor Kercher seconded by Councillor Fenwick, **and signed by the Chairman.**
- b) **Matters Arising.**
 - i. 18.77(f). It was reported that the old dilapidated seat had been removed and it was thought that a new seat will be installed shortly.

18.103 COMMITTEE MINUTES AND REPORTS

a) Planning Committee

- i. The minutes of the Annual meeting held on **9th May 2018** having been previously circulated, **were ratified.**
- ii. **Chairman Report.**
It was reported that Cllr Pullen had been elected as Chair of the Planning Committee for a further year. A busy planning meeting had been concluded just prior to the Full Council meeting where amended plans for the Bargate development had been discussed. Generally however, another quiet month with nothing of substance to report.
- iii. **Parish Liaison Meeting(s).**
 - a) Bargate Homes - Cllr Pullen said that a further Bargate residents' liaison meeting had been held with a higher attendance than previously attended. The next meeting is scheduled for 23rd July at 6pm at Medstead Village Hall.

b) Maintenance Committee

- i. **Chairman Report.**
 - a) The kerbing / hard standing has been installed at Five Ash Crossroads by HCC Highways;
 - b) It was reported that five fence panels had been stolen from the children's enclosed play area. It had been reported to the police and an insurance claim is being undertaken. The Clerk was asked to question the quote from Playdale where an additional £300 had been included to remove waste from the site.
- ii. **Parish Council Land – Greenstile**
It was reported that with the Clerk, the Chair had attended the Hampshire Records Office in Winchester to review old parish documents regarding the ownership of the land at the entrance to Greenstile. It has now been established from the records that the land was never passed across to the Parish Council and instead was retained by Alton Rural DC. It was agreed that no further action would be taken in this respect. It was agreed however that current bus shelter at this location does require some renovation and Maintenance Committee were asked to consider this at their next meeting
- iii. **Parish Lengthsman Agreement.** The new agreement for the Lengthsman was agreed and the Clerk would sign and return to Itchen Valley PC

Clerk

Maintenance
Committee

Clerk

c) Finance & General Purposes Committee

- i. **Chairman Report.** No meeting had occurred since the last meeting.
- ii. Cllr Fenwick was re-appointed as the 4th member of the F&GP committee being proposed by Cllr Pullen and seconded by Cllr Whitcher.
- iii. **£106 / CIL Update.** No payment had been received from EHDC for the outstanding CIL funds due to Medstead PC despite having chased EHDC. This was due to a new finance system which has been installed at EHDC but pressure would continue to be put on EHDC to make the payment.

18.104 CHAIRMANS REPORT

- Four Marks PC had asked if Medstead PC would agree to continue with the 50% share of the Oak Green Parade notice board which was agreed. As the existing board needs replacing, Four Marks PC had received one quotation for a new board. A further two quotes were required and the Clerk was asked to contact Four Marks PC to get these additional quotes. It was also felt that the funding for the new board should be made through S106 funds;
- A Commemoration service for Gen Sir Lewis Halliday VC KCB is being held at 11am on 15th July in Medstead Church;

Clerk

18.105 PARISH CLERK REPORT

- i. Kissing gate installation on FP5 (Chalky Hill) and repair to further kissing gate on FP9 with steps installed.
- ii. Further liaison with legal team about the impending transfer of land from Cala Homes to Medstead Parish Council and also the transfer under “deed of gift” of the wildflower meadow at the Croudace site also to Medstead Parish Council;
- iii. Notice for Medstead Times for Memorial Wall plaques and Allotments.
- iv. Reported theft of fencing from play area and commenced insurance claim and replacement fencing;
- v. Contacted all potential allotment applicants regarding a forthcoming meeting on 3rd July;
- vi. Finalised draft of Agreement(s) for allotments to be agreed with legal team;
- vii. Met with new Lengthsman (who is working in Medstead on 12th June);
- viii. Attended Cala and Bargate residents’ liaison meetings;
- ix. Ordered “Hi vis” clothing following receipt of EHDC Grant for Speedwatch.
- x. Chased for a response from Nat West regarding aged documents held by them.

Cemetery Activity

One additional memorial inscription approved.

One Grant of burial right transfer.

18.106 DISTRICT COUNCILLOR REPORT(S)

District Councillor Report: Deborah Jackson

- One District Councillor grant has been made to COGS in Four Marks;
- The surface of Boyneswood Lane & Stoney Lane would be reinstated as per the agreed specification. The reason for the additional 6-month extension is being sought, together with possible re-instatement of pedestrian access for the duration
- Update on difficulties accessing CIL monies
- Update on recent and ongoing planning enforcement activities
- Cllr Jackson has contacted EHDC regarding the possible compulsory purchase of land for an extension to the Cemetery and additional allotments. No reply has been received so far and Cllr Thomas suggested that Cllr Jackson contact EHDC Cemeteries dept. to take this forward
- Cllr Jackson highlighted the Pre Planning Consultation proposal to enlarge Four Marks CofE Primary School.

Cllr Jackson

District Councillor Report: Ingrid Thomas

- In addition to the theft of the fencing reported above, a bench had also been stolen from Four Marks and a defibrillator has been stolen from Bentley;
- The Local Plan Consultation is on schedule with 260 sites being offered by landowners across the EHDC area (excl. South Downs National Park) for possible building. This is being sifted by EHDC at present and expected to take two to three weeks to complete. The entire list will be published.
- Tree training was recently held for East Hampshire District Council Elected Members which would be useful for parish councils as well. It was suggested that the lead trainer be invited to Medstead PC for the next Annual Meeting of the Council.
- Given the lack of CIL payment by EHDC, Cllr Thomas agreed to contact EHDC to get a further update and also to pursue possible interest lost by the non-payment.

Clerk

18.107 FINANCIAL MATTERS

- a. It was **RESOLVED** to approve the revised Annual Governance and Accountability Return (AGAR) Section 2 for the year ended 31st March **2018**. This was proposed as a **true record** Councillor Fenwick seconded by Councillor Kercher.
- b. It was **RESOLVED** to approve the revised Internal Audit Report for 2017/18. This was proposed by Councillor Fenwick seconded by Councillor Kercher.
- c. It was **RESOLVED** to approve the Income and Expenditure report for **May 2018**. This was proposed by Councillor Fenwick seconded by Councillor Kercher.
- d. It was **RESOLVED** to approve the Bank Reconciliations (as approved by Cllr Buckland) as at 31st May 2018. This was proposed by Councillor Fenwick seconded by Councillor Kercher.

18.108 CORRESPONDENCE

- i. Community-Led Housing Grant launch. Noted by Council.
- ii. Atkins Report – Traffic Improvements. Noted by Council. Cllr Thomas confirmed that no further response has at yet been received.
- iii. South East Water's vulnerability strategy workshop. Noted by Council.
- iv. National Allotment Society news. Noted by Council.
- v. Parish Council Transport Reps Meeting. Noted by Council.
- vi. Photographs for Annual Review. Noted by Council.
- vii. Southampton to London Pipeline Project. Noted by Council.
- viii. 2018 Village of the Year Competition. Noted by Council but Medstead would not apply this year.
- ix. Volunteering in our Communities. Noted by Council.
- x. Winchester District Gypsy, Traveller and Travelling Showpersons Development Plan Document. Noted by Council.
- xi. East Hampshire District Council Elected Members Training. "Trees, the law and you". Noted by Council.

- xii. Lymington Bottom Road Bridge Railings. A member of the public had contacted the Council to seek support for the possible installation of railings alongside the footpath under the Lymington Bottom Road Bridge. This was supported by Council and with Four Marks PC who also are considering this possibility will apply to EHDC for possible funding through either S278 or S106 funding. Alternatively a HCC Councillor Grant could be applied for. Clerk to speak with Four Marks PC and also to respond to the person who has suggested this scheme.

Clerk

18.109 MEDSTEAD COMMUNITY FACILITY / PARISH OFFICE

It was agreed that the room at the Village Hall is not suitable as it stands as a parish office and would need refurbishing and also have security considered. However, the location is far cheaper and simpler to complete and the Clerk was asked with Cllr Fenwick and Cllr Kercher to draw up a list of requirements and then seek a meeting with the Village Hall committee to discuss the proposals.

**Cllr Fenwick
/ Cllr
Kercher /
Clerk**

The extension to the car park was also raised and it was agreed that this would be a standing agenda item in future Council meetings. In advance, Council would meet at 7pm on 11th July (prior to the next Full council meeting) to undertake a site visit.

**All
Councillors**

18.110 MEDSTEAD POND(S)

Five Ash Pond A report is awaited from the contractor PTP

Village Pond. Some work has been undertaken and the water retention is now greatly improved. PTP is returning on 22nd June to undertake further work

18.111 COMMUNITY ENGAGEMENT PROJECTS

A WW1 commemoration is planned and the Parish Plan were planting a tree. It had previously been agreed that the Parish Council would fund the hall hire for the Armistice service on 11th November 2018.

A bench and plaque are also being purchased.

18.112 OUTSIDE ADULT GYM EQUIPMENT

The Clerk was asked to approach EHDC for agreement for S106 funding for this project.

Clerk

The Clerk reported that following advice from the ROSPA inspector that the proposed location of the equipment should not be close to the children's play area and Maintenance Committee were asked to consider alternative sites.

**Maintenance
Committee**

18.113 ALLOTMENTS

The inaugural meeting of those interested in an allotment is scheduled for 3rd July. 14 individuals have applied. The meeting will be chaired by Cllr Fenwick and also attending with be Tracy Vear from EHDC and the Chair of Medstead Gardeners' Club

18.114 BENJAMIN UK LTD

Little to report this month

18.115 SPEEDWATCH

On duty twice a week at present and now operating in Wield Road. Due to the number of vehicles identified as speeding, Hampshire Police have also brought their speed camera to that location on a couple of occasions.

Seven members now in the team with another having applied.

18.116 COUNCIL REPRESENTATIVES

Cllr Buckland reported that the Village Hall Committee have agreed at their meeting on 15th May an improvement package and will be undertaking general painting, new curtains, fire proofing and kitchen work.

It was reported also that the editor of the Medstead Times had resigned and a new editor was being sought.

The Chairman closed the meeting at 9.25pm.

ChairmanDate.....