

# Medstead Parish Council

**Minutes** of the meeting of Council meeting held in the Village Hall on **Wednesday 8<sup>th</sup> November 2017** 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:** 1 member of the public & Mr Peter Baston (Clerk).

## **Action**

### **17.178 OPEN SESSION**

- a. The member of the public commented:-
  - i. that there was some subsidence on the footpath in the High St. and he agreed to place a notification on the HCC Highways repair portal.
  - ii. that following heavy rainfall, a large puddle had recently occurred near to the village pond due to the grid preventing leaf debris from entering the pond becoming choked. Cllr Pullen reported that he had already cleared this problem.
  - iii. that further to his previous representation, he reiterated that he felt that Medstead would benefit from a water pump should the national grid fail for a lengthy spell. It was mentioned by the Chair that this had been previously brought to the water authorities' attention.
- b. Cllr Buckland mentioned that Medstead Women's Institute had an article in the Medstead Times regarding the planting of a tree on the Green to mark their centenary. Council representatives are to meet with the WI to agree the species and location for the tree.
- c. Cllr Fuzzard mentioned that
  - i. the bottom step on the stile on FP17 was missing and required repair. The Clerk would contact the Day Work Contractor to arrange repair.
  - ii. on FP9, the stile was very high on one side and it was suggested that a kissing gate be considered in this locality which would be discussed by Maintenance Committee at their next meeting.
- d. Cllr Penny asked if the Council minutes could be produced in hard copy for those members of the public who required them in this format and this was agreed.

**Clerk**

**Maintenance  
Committee**

**Cllr Jackson formally welcomed Cllr Georgy Fuzzard as the newly co-opted councillor.**

### **17.179 APOLOGIES**

None.

### **17.180 DECLARATIONS OF INTEREST**

None.

### 17.181 COUNCIL MINUTES

- a) The minutes of the meeting held on **11<sup>th</sup> October 2017** were reviewed. Subject to a slight amendment to 14.160(b) where it should read that SE Water would commence work early in 2018 and complete by the end of May 2018 and a spelling mistake in 17.165 correcting the name shown to Mr C Whapshare, then proposed as a **true record** by Councillor Kercher seconded by Councillor Pullen, **and signed by the Chairman.**

#### b) Matters Arising.

- i. Item 17.165a (iii). It was reported that the first Liaison meeting would take place on Tuesday 14<sup>th</sup> November at 3.30pm in the Bargate Site office in Beechlands Road.
- ii. Item 17.169 (iii). The Clerk was asked to remind District Cllr Thomas for a response to the matter regarding the EHDC Pricing Schedule.
- iii. Item 17.145b (i) & item 17.164b (ii). Given the lack of a response from the Royal Mail regarding the absent post box in Grosvenor Road, the Clerk was again asked to chase.

**Clerk / District Cllr  
Thomas**

**Clerk**

### 17.182 COMMITTEE MINUTES AND REPORTS

#### a) Planning Committee

- i. The minutes of the meeting held on **11<sup>th</sup> October 2017** having been previously circulated, **were ratified.**
- ii. **Chairman Report –**  
Another quiet month on the planning front in terms of new applications. A speculative planning application had been received by EHDC from Gladman Developments for an outline residential development of up to 65 dwellings with public open space, landscaping and sustainable drainage systems (SuDS) and the demolition of one dwelling at 46 Lymington Bottom, Four Marks. Whilst this is in Four Marks, given the impact such a development could have on south Medstead, it was felt that full support would be given to Four Marks Parish Council in objecting to this application. Cllr Pullen would circulate the details to all councillors for their information.
- iii. **Parish Liaison Meeting(s).**
  - a) Cllr Pullen reported that, despite canvassing for a more suitable location, there would be a meeting with Bargate Homes on 14<sup>th</sup> November at 3.30pm at their site office.
  - b) A further liaison meeting had been held for the Cala/Miller/Beechcroft developments on 27<sup>th</sup> October to which only Cala had attended.
  - c) A further meeting of the Bellway (Friars Oak) development is to be held on 15<sup>th</sup> November at Four Marks Village Hall at 7pm.

**Cllr Pullen**

#### b) Finance & General Purposes Committee

- i. The minutes of the meeting held on **25<sup>th</sup> October 2017** having been previously circulated, **were ratified.**
- ii. **Chairman Report –** all details are in the minutes.

**c) Maintenance Committee**

- i. The minutes of the meeting held on **25<sup>th</sup> October 2017** having been previously circulated, **were ratified.**
- ii. **Chairman Report -**
  - a. Following a formal tender process, a suitable day work contractor had been identified and subject to a check by the Clerk that Employers' Liability insurance was not required by the contractor, Full Council agreed that L Perry (Landscapes) be appointed. The Clerk was asked to confirm the insurance issue and then contact the contractor and arrange for the necessary paperwork to be signed. **Clerk**
  - b. Cllr Pullen reported that Croudace Homes would contribute up to £1,600 for the erection of a finger post sign near to the village pond. Cllr Pullen would contact Croudace to arrange this. It was agreed that a finial would be added to the column. Quotations had been sourced from several companies for a suitable sign and Cllr Pullen would take this forward. **Cllr Pullen**
  - c. Following a lack of action by BT to get the verge repaired by the pond caused by damage from contractor and other vehicles whilst the installation of the broadband box was undertaken, the issue would now be placed on to the HCC Highways portal for them to arrange repair. **Clerk**

**17.183 CHAIRMANS REPORT**

- i. Parish Council represented at the Remembrance service by Cllr Fenwick, who laid the Council's wreath (Chair laying wreath on behalf of EHDC)
- ii. Thanks conveyed to Cllr Pullen for his active role in fielding questions and allaying concerns of Beechlands Road residents following start of work on the Bargate site.

**17.184 PARISH CLERK REPORT**

- i. Successful internal audit for the 2017/18 interim audit;
- ii. Attended S106 briefing meeting at EHDC Petersfield;
- iii. Further liaison with insurance company dealing with claim against Medstead PC for injury following an accident near to the Pond;
- iv. Attended Eastleigh Borough Council briefing with the newly appointed external auditor;
- v. Met with new Parish Councillor to undertake the admin and induction;
- 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. Attended the SLCC Regional Training Seminar at Botley;
- viii. Prepared contract for the new Day Work contract;
- ix. Preparation work for the Parish Liaison meeting with Bargate Homes, scheduled for 14<sup>th</sup> November;

**Cemetery Activity**

Burials– Harry Burgess – 10<sup>th</sup> October, John Jordan – 27<sup>th</sup> October & Margaret Prior – 2<sup>nd</sup> November. Issue of Grant of Burial Rights x 2.

## 17.185 DISTRICT COUNCILLOR REPORT(S)

### District Councillor Report: Deborah Jackson

- i. Laid wreath at Medstead war memorial on behalf of EHDC.
- ii. No further update regarding source of increased air traffic over western part of village.
- iii. Following last month's literature (circulated in Four Marks), an outline planning application for 65 dwellings on a green-field site outside of the SPB in Four Marks has now been submitted by Gladman. Pre-application advice was not favourable and there is every expectation that, should permission be refused, this will go to appeal.
- iv. Reports from first Bargate site residents liaison meeting (chaired by EHD Cllr Thomas) indicate this was well attended and future meetings will be held in the Village Hall.
- v. Following the recent major road accident on The Shrave, HCC are continuing to look at ways in which safety on this notorious stretch of road can be improved.
- vi. Later this week meeting with HC Cllr Mark Kemp-Gee to finalise potential improvements to the pedestrian refuge along Hussell Lane and with Medstead councillors and representatives from HCC to look at possibilities for a footpath adjacent to Roe Downs Road to enhance the green infrastructure route and improve safety for children walking to school.

### District Councillor Report : Ingrid Thomas

None Received.

## 17.186 CORRESPONDENCE

- i. Age Concern Village Agents;
- ii. Councils provide business grants - Business Forum;
- iii. Representation from Medstead Parish Council - Improving Blue Light Services through Integration and Collaboration;
- iv. Local Government Boundary Commission Consultation.

## 17.187 FINANCIAL MATTERS

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

### Expenditure

<u>Date Paid</u>	<u>Chq No</u>	<u>Payee</u>	<u>Amount</u>	<u>Transaction detail</u>
11/10/2017	2706	HMRC	£896.73	Q2 Payment
11/10/2017	2707	Mr P Baston	£734.97	Clerk Sept 17 Salary
11/10/2017	2708	Four Marks Village News	£18.00	Day Work Contractor advert
11/10/2017	2709	Idverde Ltd	£222.77	Bin Collection
11/10/2017	2710	Brackenwood	£385.46	Pavilion doors (final payment)
11/10/2017	2711	Mr P Baston	£44.20	Clerk Sept 17 Expenses
11/10/2017	2712	Sweetwater Resources	£1,500.00	Bore Hole investigation costs
12/10/2017	DD	Nat West	£48.80	Credit Card Payment (statement date 28/9/17)
11/10/2017	DD	Vodafone	£17.00	Mobile phone costs (Sept 17)
24/10/2017	2713	SLCC Enterprises	£41.40	Regional Training Seminar
24/10/2017	2714	Jim Kimber Landscapes	£392.80	Sept 2017 Green mowing costs
24/10/2017	2715	HALC	£48.00	External audit costs
24/10/2017	2716	Auditing Solutions Ltd	£192.00	2017/18 Interim audit costs
19/10/2017	CC	Eastleigh Borough Council	£4.40	Car Park costs (Clerk course in Eastleigh)

- ii. It was **RESOLVED** to approve the Bank Reconciliations (as approved by Cllr Smith) as at 31<sup>st</sup> October 2017.
- iii. A favourable Interim Audit for 2017/18 had been completed and was approved by Council.

#### **17.188 BUDGET & PRECEPT 2018/19**

- i. The draft 2018/19 budget was discussed. **The proposed budget would become £81,065.00**, which was proposed by Cllr Kercher and seconded by Cllr Penny and approved by Council.
- ii. With the agreed budget above, **the 2018/19 Precept would become £33,300** being a 6.73% increase over 2017/18. This was proposed by Cllr Pullen and seconded by Cllr Fenwick and approved by Council.

#### **17.189 COUNCIL POLICY**

Council reviewed the following revised policies which were all proposed by Cllr Fenwick and seconded by Cllr Whitcher and approved by Council.

- i. Medstead Parish Council Safeguarding Policy.
- ii. Medstead Parish Council Risk Assessment.
- iii. Medstead Parish Council Cemetery Fees and Charges.
- iv. Medstead Parish Council Cemetery Regulations.
- v. Medstead Parish Council Rules & Regulations for Funeral Directors & Grave Diggers.
- vi. Medstead Parish Council Travellers Policy.

#### **17.190 GRANT APPLICATION**

A grant application had been received by Council which had been reviewed by F&GP Committee. The recommendation from F&GP was for the applied for amount (£750), be made available to the Broadlands Riding for the Disabled. This was approved by Council and the Clerk was asked to notify the organisation and arrange payment.

**Clerk**

#### **17.191 MEDSTEAD POND(S)**

- i. **Five Ash Pond** Cllr Pullen reported that was meeting with Cllr's Kercher and Smith on 9<sup>th</sup> November to further discuss the consultant's report.
- ii. **Village Pond Restoration.** Cllr Pullen reported that all work is on hold until spring 2018.

#### **17.192 BENJAMIN UK LTD**

Following the previous Full Council meeting in October, a further letter had been sent to Ofsted but no reply had as yet, been received. The next meeting with Benjamin UK is scheduled for 14<sup>th</sup> November.

### 17.193 ALLOTMENTS

Cllr Fenwick reported that following the Parish Liaison meeting on 27<sup>th</sup> October, a useful meeting had been held with Rob Westwood (Technical Director) from CALA Homes (Thames) Limited and Tracey Vear from EHDC to discuss the provision of the allotments which are to be handed over to the Parish Council at the Cala Homes site in Medstead. It had been agreed that Cala Homes would sell the allotment site to Medstead Parish Council for a nominal £1. Cala Homes would also provide all allotment facilities (e.g. sheds, water supply, etc.). It was also hoped that Cala would cover any legal costs which may ensue but this was to be confirmed.

Cllr Buckland asked about future on going allotment costs. It was anticipated that this would all be handled through 2 tenancy agreements, the first being between Medstead Parish Council and the (as yet to be formed) allotment association, with the second between the allotment association and the tenants. All on going costs would therefore be addressed by the allotment association.

### 17.194 SPEEDWATCH

Cllr Smith informed Council that he hoped that Hampshire Police would allow the Speedwatch team to operate on the Wield Road. He reported that generally it was felt that speed in the Parish was diminishing slightly.

The Team were still being active on twice weekly occasions.

### 17.195 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 by Croudace Homes would be followed up by Cllr Pullen. The timing of the lights would be from 4pm to 12.30am daily and the Clerk was arranging for a timer clock to be installed in the Pavilion.

**Cllr Pullen**

**Clerk**

### 17.196 COUNCIL REPRESENTATIVES

#### Sports Club

- i. Cllr Kercher reported that the cricket square had been “put to bed” for the winter. He further reported that the football team were still using the pitch & facilities;
- ii. He reported also that British Gas were again demanding payment for a charge which is fictional and the Sport Club were dealing with this issue.

#### Mulcock Charity

- i. Cllr Penny mentioned that the Secretary of the Mulcock Charity had asked her to let Council know that the charity hoped release funds for larger projects in the parish. The value of the funds held by the charity would be ascertained by Cllr Penny and reported back to council.

**Cllr Penny**

The Chairman closed the meeting at 9.30pm.

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