

## **Four Marks Parish Council**

**Minutes of the Full Council  
Wednesday 20<sup>th</sup> January 2016 commencing at 7.30pm  
At the Village Hall, Four Marks**

**MEMBERS PRESENT:** Cllr Janet Foster (Chairman) Cllrs Mick Budd, Kellie Knight, David Mills, Derek Seaton, Ingrid Thomas, Simon Thomas and Anne Tomlinson

**ATTENDING:** Sarah Goudie (Clerk), Tracey Vear, EHDC Community Officer, 5 members of the public

**APOLOGIES:** Cllr John Hammond, Cllr I Thomas (for part), Cllr D Jackson

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### **16.10 OPEN SESSION**

**The Chairman opened the meeting and invited comments for the Open Session.**

Tracy Vear, the new Community Development Officer for New Housing, at EHDC, was in attendance to introduce herself and give members a brief explanation of her role working with communities of new housing developments. The role is funded by S106 monies and she works in conjunction with other Community officers. She is currently a team of one, but is hoping to get at least two additional members of staff to assist her in the role as she is rather stretched due to the huge amount of new development in East Hampshire.

Cllr S Thomas asked for details of her reporting system. She confirmed that she prepares quarterly reports for the Portfolio holder who should then report back to the District Councillors. She wants to co-ordinate directly with the Parish Council, but confirmed it is up to the Parish Council to liaise with her. Cllr S Thomas asked for a copy of her role description, which she agreed to send to the Clerk, to enable the Parish Council to better understand how they can work with her. She confirmed she does have a small pot of money for projects that are directly related to new residents' integration into the community.

Heidi Ferasin, a local resident updated the members on their initiative to protect Storey's Sanctuary and confirmed that they had been well supported by the local community. They have prepared a wildlife protection sign, and wanted to know who to ask for permission to erect it at the entrance. They were advised to contact the District Councillor.

**The Open Session concluded at 7.55pm. Standing Orders were applied.**

### **16.11 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr J Hammond and Cllr I Thomas sent her apologies for the first part of the meeting, due a meeting clash at Penns Place. Apologies were accepted.

### **16.12 DECLARATIONS OF INTEREST**

There were no declarations of interest received.

### **16.13 COUNCIL MINUTES**

- The Minutes of the Full Council meeting held on **Wednesday 6<sup>th</sup> January 2016**, were proposed as a true record by Cllr S Thomas, seconded by Cllr Tomlinson, and signed by the Chairman.

- Matters arising:  
The Clerk confirmed, following requests at the September meeting that she had been monitoring the social housing allocation at the Medstead Farm (Charles Church) development. Of the 7 that had recently been released by Sovereign, 6 occupants have a Four Marks connection, although it is not known how tenuous a link they were.

#### **16.14 DISTRICT COUNCILLORS REPORT**

##### **Cllr I Thomas circulated the following report prior to the meeting:**

*January seems to have been a month for paddling, both in mud and flash flood water. Mark, Deborah and I spent an afternoon with members of the Parish Council, residents and the EHDC sandbag man watching nervously as the water rose in Lymington Bottom Road. We were lucky it didn't get inside anybody's home or business. The next morning I met Mark and HCC officers on site to look at possible solutions to the problem, the gullies were checked and jetted and cameras checked for blockages. The next time it rained things were better but during the summer a full scale investigation and plan is expected to be done.*

*All new housing sites are conditioned to keep water on site and not allow it to flood onto the roads, it has been made very clear to developers that we do expect them to adhere to this condition. It may eventually help because there was a huge amount of water flowing off both the large development sites in Lymington Bottom Road during the last few downpours which should not happen in future.*

*At the planning committee meeting on 7th January the Reserve Matters for the exception site part of the development at Lymington Barns was given permission, we were extremely disappointed that all three applications could not be heard at the same time. The conditions imposed by the planning permissions need to be fulfilled and must be agreed by officers before development can start.*

*The site at Five Ash Crossroads had a site visit from the Planning Inspector but he has not yet given his decision on the appeal there.*

*This week we have had the extremely sad news of yet another accident on the A31, my heartfelt sympathy and wishes are with the family and friends of the gentleman who lost his life and those who were injured.*

*Mark Kemp Gee and I visited the site and will work together to try to improve the highway safety issues as the A31 enters Four Marks. This part of the road has been dangerous for a very long time in the view of many local residents and we will work with highways to look for possible improvements.*

*If you would like to be involved in starting the Cook it Eat it Group please contact me.*

*The Festival Committee are making progress with plans for the Queen's 90th birthday celebrations and are organising the 90 trees to be planted around the village. I believe Medstead also think planting 90 trees is a good idea but am not sure what is happening with there.*

*I have some grant money still available for projects which benefit our communities so if your group has a project that would benefit others please contact me.*

**Cllr D Jackson's report, read by the Chairman.**

*It has been a quiet, if wet (and now cold) start to the year.*

*Earlier this month saw Ingrid and I, together with Simon Thomas and County Councillor Mark Kemp Gee supporting those Four Marks residents who had been adversely affected by the flooding in Lymington Bottom Road, particularly at the lower part south of the railway bridge. If there is any positive to take from this it is that HCC Highways are now looking more proactively at mitigation and hopefully even a long term solution. I am sure that DC Thomas will be able to update you further on the current status.*

*This month's EHDC planning meeting saw me once again in the ward councillor's chair, this time unsuccessfully trying to request that the Committee deferred decision on the Lymington Barns site until all three could be discussed together, the inter-relationship and impact of the site considered as a whole.*

*Two more community grant requests have been received, from Medstead Bowls Club for a new green vacuum cleaner and from the Medstead Toddler Group for safety equipment to enable them to extend their outside play area. I look forward to visiting both groups in the near future to see these items in action.*

*My articles for the three village magazines this month cover provide brief updates on both the Lymington Bottom Road flooding and the "reserved matters" associated with the first two of the Lymington Barns developments to go through the final stages of approval. I have also included some information and internet links relating to the new "Community Infrastructure Levy" or CIL that EHDC will be bringing in to force during April.*

*As ever, please contact me if I can be of assistance. **Cllr Deborah Jackson***

This item was discussed after Cllr I Thomas's arrival at 8.20pm

In response to Cllr Jackson's reference to the Lymington Barns developments. Cllr I Thomas confirmed that the reason they could not be combined was due to timescales laid out in Government legislation, and as the three applications were submitted at different times they could not be heard together.

Cllr I Thomas also advised that since the Highways meeting took place at Lymington Bottom Road, and investigations and work carried, the area hasn't flooded. There is reportedly a pipe under the A31 from this area that goes into a soakaway, but it cannot be located. The Clerk advised that there may be a map of the pipe's location in some archive paperwork and agreed to investigate.

**16.15 FINANCE**

Cllr J Foster gave a brief summary report of the meeting, following circulation of the Minutes.

- The motion to approve 3 additional Standing Orders was proposed by Cllr Knight seconded by Cllr Budd and carried unanimously, as follows:

**3. Meetings generally:**

**Insert:**

**u. If a member fails throughout six consecutive months to attend any meetings of the Council, or of its Committees or sub-Committees, he ceases to be a member unless he has a statutory excuse or a reason already approved by Council. The period begins with the last meeting attended.**

v. All apologies for absence must be approved and Minuted as such, and a reason given, where appropriate. Late arrivals should be recorded and any withdrawals from the meeting on grounds of interest should also be recorded.

## **25. Standing Orders Generally**

### **Insert**

**d.** Declarations of Acceptance of Office. The Chairman must make his/her declaration at the meeting at which he/she is elected and each councillor must make his/her declaration at or before the first meeting after he/she is elected unless in either case the council *at that meeting permits* the declaration to be made at or before a later meeting. The declaration must be made in the presence of the council's proper officer (the Clerk), or in the Clerk's absence a member of the Council.

If the declaration is not executed at the proper time, a casual vacancy automatically arises, but this does not affect the right of the person concerned to seek office again.

- The proposed amendments to the Terms of Reference for each Committee, had been previously circulated, were discussed and agreed. There was a query over the wording of the quorum for each meeting, but it was agreed that the wording should stay. It was RESOLVED, that each Committee would adopt their respective Terms of Reference following their first meeting following the AGM in May.
- The Receipts and Payments accounts for the months ending 30<sup>th</sup> November 2015 and 31<sup>st</sup> December 2015, previously circulated, were approved with no queries.  
The Clerk detailed the January Receipts and Payments for January to date, and outstanding payments, confirming payments made of £1,041.18 and receipts of £1,120.00. Annual interest payments on both deposit accounts were due this month, and the Annual Allotment fees had been paid in that day of £1,983. The Clerk confirmed that the general monthly staff expenditure (£2063.66) was still due together with some utility bills, and maintenance work yet to be invoiced.

## **16.16 PLANNING**

- A summary report by Cllr S Thomas, the Planning Committee Chairman, was given, as follows:

### **2<sup>nd</sup> December 2015**

- Land west of Brambles, Willis Lane is due to be heard at Committee next week, a speaker is required, and once agreed, the Clerk will confirm with Democratic services.
- Fir Trees Farm. The Enforcement action for the temporary mobile home has gone to Appeal
- Land to the North of the Telephone Exchange, Medstead. The Inspector conducting the Appeal carried out a site visit the previous week.

### 6<sup>th</sup> January 2016

- Withies, The Shrave, 6 dwellings, a second application for 3 dwellings has now been received adjacent to this application site. It is understood, that following a recent fatal accident, and Four Marks Parish Council express their sympathies to those concerned, the decision on these applications are likely to be delayed pending the investigation and completion of an up to date traffic survey.
  - Land to the rear of 1-3 Gloucester Close. Reserved matters had addressed most of the Parish Council's concerns, but have asked for a condition that the buildings remain two storey.
  - An enforcement notice had been served to the owners of Janelands, due to a breach in the planning conditions stipulated for this site.
- Planning Application: 25235/008, pre-decision amendment for four dwellings after demolition of existing dwelling, 100 Winchester Road, Four Marks, Alton GU34 5HU

Four Marks Parish Council's objections to this application stand as previously submitted, however would like to add that the loss of one parking space from plot H3, only exacerbates the concerns over the lack of additional/visitors parking.

### Cllr I Thomas entered the meeting at 8.20pm

#### 16.17 OPEN SPACE

- Cllr Tomlinson gave a brief Open Space summary report on the recent meetings.
- Open Space representatives then reported as follows:
  - **Allotments**, it was agreed that as the fencing is old but serviceable, no new replacement fencing will be purchased at this time, it is hoped that some of the obsolete tennis court fencing could be used to replace the older panels.
  - **Footpaths**; nothing to report.
  - **Oak Green**; Cllr Foster confirmed that the flag pole had been serviced and cleaned, and the flag re-hung. Nothing further to report on the refurbishments to date.
  - **Benian's Committee**; no meeting has taken place since the last Parish Council meeting, the next scheduled meeting is tomorrow evening.
  - **Tennis Courts**; Tenders were passed to the Tennis Club, and they are progressing their grant application. The Clerk confirmed that the Conveyance has been found, has been scanned and is being sent to the Charity Commission by Chris Lake who will request the land transfer, we now await their approval of the Transfer. The Clerk is in the process of drawing up a lease between the Tennis Club and the Parish Council. Chris Lake has confirmed that the funds have been transferred to Parish Council's deposit account.

#### 16.18 COUNCIL REPRESENTATIVES

- **Community Facility Project**. Nothing further has been progressed as the focus keeps changing, and it is difficult to ascertain what is best way to move forward for the future, finances are going to be a huge obstacle. A further update was hoped for the next Parish Council meeting.
- **EHAPTC Meeting**, Cllr I Thomas attended the December meeting, but there was nothing of note to report to the Parish Council
- **Festival Committee**; Cllr Hammond was not in attendance, so the Clerk reported on his behalf and gave a brief report from the minutes of the meeting

held on Monday 18<sup>th</sup> January, these are attached to these Minutes as Appendix 1.

- **Village Hall**; Cllr Mills confirmed that there had been no meeting since the last Parish Council meeting. He confirmed he had submitted a District Councillor grant request to upgrade the stage lighting, but had yet to hear if this had been accepted.
- **Report on meetings attended on behalf of the Parish Council**; Cllr Seaton gave a brief report on two meetings he had attended on behalf of the Parish Council, a summary of which is attached to these Minutes as Appendix 2.

Cllr Foster thanked Cllr Seaton for attending the meetings.

#### **16.19 NEIGHBOURHOOD PLAN**

The amended version, following inclusion of recommendations made by the Inspector, was circulated for comment and approval.

**The motion to formally adopt the Medstead and Four Marks Neighbourhood Plan, in conjunction with Medstead Parish Council, to formally submit the aforementioned plan to the Local Planning Authority for approval and Referendum, was proposed by Cllr Anne Tomlinson, was seconded by Cllr Ingrid Thomas, and was approved unanimously. It was therefore RESOLVED that this approved and adopted plan be submitted to the Local Planning Authority for approval and to request the necessary arrangements for Referendum.**

Cllr S Thomas, on behalf of the Parish Council, wished to thank all members of the Steering Group who had been involved in the compilation and production of the plan, acknowledging just how much hard work had gone into its creation. Particular thanks were offered to Mr Frank Maloney whose diligence and tireless input had ensured that the plan had reached this point.

The Chairman closed the meeting briefly to allow Mr Maloney to respond, and acknowledge the Parish Council's thanks.

#### **16.20 CRICKET**

The proposal discussed was, following an appeal to keep cricket in Four Marks, for the Parish Council to take on the initial preparation and maintenance of the cricket square, to hire to Alton Cricket Club for their colts initially, with the potential of generating enough enthusiasm to re-establish a cricket club in Four Marks.

It was agreed, following a previous presentation by the Chairman of Alton Cricket club, that the core is there to re-establish cricket in the village. Potentially Alton Colts would play this year, possible colts and ladies the following year with the hope that league cricket could return in 2/3 years. The former cricket club had offered their container for £850, and it was agreed, following inspection, that it was worth this money. The equipment was being offered free of charge, on the proviso that it stays in the ownership of Four Marks Parish Council. It was agreed that upon transfer of ownership the equipment should be added to the Council's fixed assets and insured accordingly, and appropriately maintained by the Parish Council.

There was concern over the ongoing ground/square maintenance costs, and it was confirmed that the Parish Council would have to pay initially until such time as a new cricket club could take over the maintenance of the square, as previously. Initial costs could be partially re-covered in the hire fees charged, although these were still to be agreed.

Following the discussions and proposals above, Cllr Seaton proposed a motion:

- **To approve the costs required to bring the cricket square to a playable standard;**
- **To purchase the cricket club's container for £850;**
- **To service the mowers and roller being donated to the Parish Council by the disbanded cricket club; and**
- **To agree a temporary affiliation to Alton Cricket Club.**

The motion was seconded by Cllr Budd, and approved unanimously, and therefore carried.

#### **16.21 EVENT TO CELEBRATE THE NEW EQUIPMENT AT THE RECREATION GROUND**

Cllr Seaton had suggested to the Parish Council that an event should be organised to formally open and celebrate the installation of new outdoor multi gym equipment. It was agreed, but that it should wait until the skate park was refurbished and do the two together. It was agreed that this was a good idea, with potentially a celebrity to open both the schemes together. It was suggested that this event should be organised by the Parish Council to coincide with the Queen's 90<sup>th</sup> birthday celebrations in June, at an appropriate time to fit in with other planned events.

#### **16.22 ANNUAL PARISH MEETING**

The Clerk confirmed that Cllr Roy Perry, leader of Hampshire County Council was the guest speaker, but that there must be a good deal of publicity to draw in the residents and ensure the event is well attended. Emails will be sent to all local clubs and to the school. A notice will be placed in the Four Marks News, and advertised on websites, on social media, as well as notice boards and leaflets in local shops and buildings.

Cllr Seaton also suggested that Peter Matthews should be approached to present his Four Marks in 2000 talk, and it was agreed that this would be very interesting providing it was no more than half an hour. Cllr Seaton agreed to contact Peter to discuss.

A leaflet drop was discussed and Cllr Mills agreed to ask the Scouts if they are proposing to do one prior to the event.

Concern was expressed over the speaker and lack of interest, however it was pointed out that, as leader of Hampshire County Council, there would be a whole realm of issues to quiz him over, such as highways, flooding, schooling and so on, and that any of these issues should generate enough interest to get people through the door.

Action. The Clerk would prepare a draft leaflet for approval, Cllr Mills to ask the Scouts about the leaflet drop and Cllr Seaton to speak to Peter Matthews.

#### **16.23 WEBSITE**

Cllr Seaton had approached a professional company to prepare a new website and the Clerk had, separately, approached a local company to prepare and administer a new website, and introduce stand-alone Councillor email addresses. It was agreed that due to the lateness of the meeting and that this subject needed further detailed discussion, that this item would be deferred to the next meeting.

#### **16.24 CORRESPONDENCE/PARISH NOTICES**

- **Approval of grant to the Citizen's Advice Bureau.** It was agreed that as there was not enough money left in this year's budget to give a donation of the requested amount, that this should be deferred to the next financial year, and that this request would be brought back to the April meeting.

- **Approval of grant to HomeStart Wey-Water.** It was RESOLVED to award a grant of £100, which had been budgeted for on the basis of the previous year's grant.
- **Approval of the purchase of Speedwatch Awareness signs.** Concern was expressed over the number proposed and would highways be agreeable to so many additional signs, the general opinion was that four may be more appropriate, one at each entrance to the village. It was agreed, in the first instance, to check with Highways before making any decision, and that this would be deferred to the next meeting.
- There were no additions to the S106 funding list at this time, however it was agreed that the correct amount of Developers Contributions available should be ascertained as there appears to be some confusion, following the recent application for the purchase of the Skate Park equipment.

**16.25 NEXT MEETING:  
Full Council Meeting**

Wednesday 17<sup>th</sup> February 2016, 7.30pm

**16.26 The Chairman closed the meeting at 10.00pm.**

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Chairman

## APPENDIX 1

### MINUTES FROM FESTIVAL COMMITTEE

January 18th 2016

#### COGS

**Apologies:** Howard Wright, Dennis Bignell, Kathie Higgs

**Present :** Charles & Eileen Kydd, Teresa Hammond, John Hammond, Sarah Goudie, Mark Hughes, Helena Hunt, Lisa Bonter, Sally Duncan

**Minutes of 20th October Meeting** These were duly approved and signed.

**Carols** These were considered to be most successful mainly due to the weather and large marquee provided by Norman Read. More people were present and it was felt that the information on the church flier had made a difference and that this should be done again next year. It was agreed that the earlier time of 6.00pm ( care to ensure that all publicity shows the same time ) was also to be retained. Rotary were thanked for their help as was Mark Hughes and £208.70 was added to our account with the same amount being given to Riding for the Disabled for Norman Read.

**Queen's Birthday Celebrations Teresa and Sarah** discussed road closures necessary for the Tea Party and they will follow up the necessary arrangements. Teresa has lots of ideas and will sell tickets in advance (suggested £5.00) with a cut off date of 31st May which will be exchanged for food on the day. The Scouts and our Committee decided that it will be best to provide plated food and have crisps spread around the tables. **Teresa** spoke about street entertainers and will approach Ingrid for a grant. Lisa spoke about the possibility of the picnic and the fun fair clashing and also anything that James Cole might be planning. James Cole will be contacted by Sarah to find out more what his plans are and hopefully he will be at the meeting on Monday. After this the relevant people will have to meet to decide exactly how they wish to proceed.

**Village Sign** Teresa produced a suggestion which everyone liked and **she/sarah** will now proceed with getting a computerised mock up for further discussion.

**St. George's Day** The celebration will take place at 2.00pm on Saturday April 23rd at Oak Green. As before Teresa will meet the scouts and cubs at the back of the shops and then walk them round to parade down the A31. A letter will be distributed to the shops telling them in advance and car parking spaces will need to be blocked off. It was suggested to invite Brian Timms to make a speech with possibly Ingrid presenting the prizes. Local dignitaries will be invited and a competition will be held for the school children. **Eileen** will approach Loaf to see if they would be willing to support The Festival committee and provide biscuits for the children.

**Treasurer's Report** In Kathie's absence Charles announced that we now have £1935 in our accounts.

**AOB** John asked briefly how Charles was going to approach next Monday's meeting and Eileen said that she would be sending an email reminding people and telling them of what has already been positively decided. Charles will go over what has been arranged and then ask for any other suggestions.

**Date of next Festival Committee Meeting** 7.00pm Tuesday April 5th at COGS

## APPENDIX 2

REPORT TO COUNCIL 20 JAN 2016 AGENDA ITEM 9 (5)

### COMMUNITY ENERGY SCHEMES

I attended a meeting at Penns Place under the above heading on 11 December and Cllr Adam Carew, Portfolio Holder for Energy told us that EHDC wants to be among the fore runners in going “Green” and to this end they have set up a team to encourage and assist local communities within EHDC to work up schemes that will reduce the use of fossil fuels. We were encouraged to “THINK GLOBAL and ACT LOCAL”

GLOBAL The Paris Agreement and EHDC policy

LOCAL doing our bit towards the global problem and at the same time saving ourselves money.

The whole emphasis of the event was directed towards installing photo voltaic or solar panels on roofs throughout the DC area. The timing for this event was unfortunate because the Government had just announced that they were going to reduce the rate of *Feed in Tariff* (FIT) that they would pay for energy produced from the panels, from the middle of February and this dramatically changed the finances of any future scheme. As I understood it, the Council were looking to help fund projects for putting solar panels on roofs of buildings and they would take the FIT payments for the life of the panels and the occupier would receive the benefit of reduced energy bills.

The officers were preparing a report for the Council in the light of the new tariff so the whole event was severely limited.

However, in the right circumstances it can be a profitable venture to install panels albeit the pay back time has been extended. If the occupier of the premises is a heavy user of energy, then the pay back time will be considerably shortened through the savings on importing less energy at full price from the grid.

There is the Basingstoke Energy Services Co-operative already in existence and they are prepared to carry out a Feasibility Study on a building free of charge so I have taken the opportunity to have one done on both the Benians Pavilion and the Village Hall and also on one industrial unit in the village.

The Benians Pavilion is not suitable; the roof faces the wrong way for maximum sunlight and is partially shaded by trees. On the other hand, the Village Hall is ideal and a detailed Feasibility Report has been prepared. The owner of the industrial unit, where the occupier is a heavy user of energy, is very keen and I feel sure this will result in panels being installed. The feasibility Report on the Village Hall recommends an installation costing £14,000 with a pay back period of 12 years showing a rate of return of 8.7% through the FIT payments for energy generated. In addition to that there would be a significant reduction in the electricity bills during that period.

My initial thinking was that the Parish Council might like to consider investing in similar schemes but now, in the light of the revised rate of FIT payments, I am not so sure.

### LEADER and LEP Lunch-time Briefing Session

I attended the above on 15 January at the South Downs National Park Centre in Midhurst.

The heading will mean nothing as they are both acronyms. LEADER is a funding stream and LEP is an organisation administering this and other funding streams. There are both UK and EU funds and the main thrust is to support projects that will assist forestry and farming or boost the rural economy or create jobs or assist community developments. In 2017 they are going to get involved in extending Broadband to rural areas.

I have heard from the local representative and he bears out what I heard at the Briefing Session; I cannot see that we will be doing anything that will qualify for any assistance from this body.

I also went to the Public Consultation presentation at the Alton Maltings by the Basingstoke Area Clinical Commissioning Group. They emphasised that the whole object of the exercise was to review the local services to see how they could be arranged in a more “joined up” way and so be more efficient. However, it was obvious to all present that it was really a cost-cutting exercise and they were trying to get a feel for the way things work and are used at present.

I was surprised to learn that our Boundaries Surgery was in the Basingstoke Area and our Mansfield Park Surgery was in the West Hampshire CCG Area