

## Four Marks Parish Council

**Minutes of the Full Council  
Wednesday 16<sup>th</sup> March 2016 commencing at 7.30pm  
At the Village Hall, Four Marks**

**MEMBERS PRESENT:** Cllr Janet Foster (Chairman) Cllrs Tim Brake, John Hammond, David Mills, Derek Seaton, Simon Thomas and Anne Tomlinson  
**IN PART:** Cllr I Thomas, Cllr D Jackson (District Councillor)  
**ATTENDING:** Sarah Goudie (Clerk), 1 member of the public  
**APOLOGIES:** Cllr Kellie Knight

---

### **16.42 OPEN SESSION**

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

Yvonne Seaton, on behalf of the WI, spoke of their desire to plant 90 bulbs on the grass verges on the entrances to the Village in commemoration of the Queen's 90<sup>th</sup> Birthday. However they had been informed by Highways that they require a Licence to Cultivate and £10,000,000 Public Liability Insurance. She asked if the Parish Council would be prepared to apply for the Licence from Hampshire County Council, and for the Parish Council to cover them to carry out the planting as desired. It was agreed that the Parish Council would apply for the licence to cover all grass verges in Four Marks, and confirmed that the planters would be covered by the Parish Council's public liability insurance. The WI were thanked for their Community Involvement.

*Cllr Brake signed his Declaration of Acceptance of Office and joined the meeting.*

**The Chairman closed the Open Session at 7.40pm. Standing orders were applied.**

### **16.43 APOLOGIES FOR ABSENCE**

Cllr Kellie Knight sent belated apologies for not attending the meeting due to illness, the Chairman accepted her late apology. Cllr Ingrid Thomas had sent her apologies for the first part of the meeting due to a clash of meetings at Penns Place. Cllr Deborah Jackson had also sent her apologies for the same reason.

### **16.44 DECLARATIONS OF INTEREST**

There were no declarations of interest received.

### **16.45 COUNCIL MINUTES**

- The Minutes of the Full Council meeting held on **Wednesday 17<sup>th</sup> February 2016**, were proposed as a true record by Cllr Tomlinson, seconded by Cllr S Thomas, and signed by the Chairman.
- Matters arising:
  - Cllr S Thomas asked if there was any further update on last month's matters arising to see if any progress had been made on locating the water pipe under the Lymington Bottom/A31 junction, the Clerk confirmed that the map she had did not show it. However Cllr Mills had been in conversation with a local resident who thought they knew of its location and he agreed to speak further to them and see if it could be located.

- Speed watch signs. No further progress on this as Highways had not responded to the Clerk's request and Mr Pullen had not been back in touch, the Clerk agreed to speak to him to progress.

#### 16.46 PLANNING

- A summary report on the Planning Committee Meeting on Wednesday 2<sup>nd</sup> March 2016 was given by Cllr S Thomas, the Planning Committee Chairman, on the following key issues:
  - Land to rear of 1-3 Gloucester Close. Despite major objections, which had been summarised for the Chairman to speak at Committee and Mr Shakespeare's very detailed submission, the Reserve Matters had been approved. However there was a condition that all permitted development rights are removed. Cllr Hammond queried how this is monitored. This information is recorded in the Planning Department, however it was noted that these conditions are sometimes missed and reliant upon knowledgeable members of the general public to raise concerns where applicable.
  - 89 Winchester Road, a small permitted development application, however concern was raised that the plans did not show the new dwelling on the land to the rear of the property therefore a true reflection had not been shown.
  - 68/70 Lymington Bottom Road. A Medstead application of a cul-de-sac and back land development, which the Parish Council are objecting to in full support of neighbours and Medstead Parish Council to ensure that this application is refused and attempt to prevent setting a precedent.
  - 100 Winchester Road. Four dwellings had been granted permission, however the developer was able to remove need to provide Developers Contributions, which was of grave concern, and what was even more worrying, no-one had a right to see the viability report, which did not have to be disclosed
  - Cllr I & S Thomas attended a Devolution workshop at the HCC offices, but as the situation is changing daily, what was reported then is now 'out of date'. The main concerns were that this is just a way of devolving services down to Parish level that the Local Authority can no longer afford to provide. It was still hoped that Cllr Roy Perry would be able to speak at the APM next month, and would hopefully have an update at that time.
- Planning Application: Reference: 25256/036, variation of Condition 23 to Planning Permission 25256/032, Land at Friars Oak Farm, Boyneswood Road, Medstead  
As this is an administrative change to reflect the Government relaxing the requirements to adhere to the code for sustainable homes, it was agreed that no further comment need to be made.
- Planning Application: Reference: 31790/001, detached dwelling with detached garage after demolition of existing dwelling and outbuildings.  
No objection.

#### 16.47 OPEN SPACE

A summary report on the Open Space Committee Meeting on Wednesday 2<sup>nd</sup> March was given by Cllr Tomlinson, the Open Space Chairman as per the circulated Minutes.

Cllr Tomlinson confirmed Friday 25<sup>th</sup> March as the official planting day for the hedging /tree plants supplied by the Woodland Trust, and asked for all available to attend, tea and cakes would be provided. The Clerk was asked to check what equipment should be brought. The Clerk also confirmed that a meeting had been scheduled at Charles Church to talk about protective fencing and provision of a formal access onto the Recreation Ground.

- **Cricket.** A meeting for formally wind up the Four Marks Cricket Club had now taken place. The Clerk had prepared a cheque for the container and agreement

had been reached for the donation of the equipment to the Parish Council. The Clerk had one key to the container and would ask for any other keys to be sent to the Parish Council on receipt of the cheque. The Clerk would get the machinery serviced ready for use and the key to the container would be held by the Parish Council and Groundsman. All clubs would need to go through the groundsman for use of the equipment. Details to be discussed further at the Open Space meeting. Alton Cricket Club would be using the pitch to play 'colts' cricket this year, for a fee of £20 per match. Then it was hoped that ladies and colts would play the following year, with the hope that enough enthusiasm would be generated in time to re-establish a Four Marks Cricket Club. Cllr S Thomas commented favourably on this outcome.

- **Tennis.** Cllr Seaton had taken on the responsibility of attempting to get funds and grants to assist the Tennis Club in replacing the fencing. He needed in principle agreement from the Parish Council for release of funds for up to £4,000 from the Benian's Trust if required, so that together with promised funds from both District Councillors and hopefully the County Councillor, together with funds already held, he could put this against money being requested. It was proposed, in principle, by Cllr Tim Brake, and seconded by Cllr S Thomas, and agreed by majority vote, that he could use a portion of the Benian's Trust as a guarantee to request grants from other sources.

The Clerk also advised that the Landscape Group had come back with a counter offer of £6 per lift, and asked if the Parish Council were agreeable to signing the contract and agreeing to the £1 per lift increase. The Clerk felt that staying with the Landscape Group would be beneficial, and therefore it was RESOLVED to sign the agreement and agree to the re-submitted proposed increase.

The Clerk was also delighted to announce that the Parish Council Teenage Assault Course project had been voted in second place and therefore would be the recipient of £10,000.00. The Clerk was thanked for her assistance with securing this award.

#### **16.48 FINANCE**

- The Clerk apologised that it had not been possible to send out a reconciled set of accounts by the start time of the meeting as the bank account had only been received that day. A reconciled copy of the receipts and payments for the month ending 29<sup>th</sup> February 2016 was circulated at the meeting, together with the transactions to date. It was RESOLVED to agree the accounts as presented. Cllr Seaton referred to the grant to Streetwatch and asked if they could come to a Parish Council meeting and update the members of their current situation. The Clerk agreed to contact Mr Bonter.
- As per our current Financial Regulations, a Councillor who is not a bank signatory or a member of the Finance & GP Committee should be checking and signing off the bank reconciliations each month. It was agreed to wait until the May meeting when all appointments are decided to designate a Councillor to take on this task.

At 8.35pm Cllr Jackson entered the meeting.

At 8.40pm Cllr I Thomas entered the meeting.

#### **16.49 CORRESPONDENCE/PARISH NOTICES**

- It was agreed that a December meeting should be re-instated on the schedule, however due to the third Wednesday's proximity to Christmas, it was suggested that

the December meeting should take place on the second Wednesday, and the Clerk should book the Village Hall accordingly, however should the Village Hall not be available, Cllr Foster agreed to check if there would be a room available at the Church. It was also agreed that the Open Space meetings should continue monthly, and the Finance Meetings should be held quarterly on the second Wednesday or as appropriate.

- Unfortunately the CAB representative had not been able to attend the meeting, but after discussion it was RESOLVED to approve a grant of £1,000, and that this should be taken into consideration when budget preparations are made for the next financial year and budgeted for accordingly. However, it was agreed that the representative should still come to the meeting and advise members how this would be spent and give more detail on their services and any further information on how Four Marks people had benefitted.
- Late correspondence :  
The Clerk had been asked if the Parish Council would grant permission for a collection to take place at Oak Green for Christian Aid Week, on Saturday 21<sup>st</sup> May, this was agreed.

## **16.50 DISTRICT COUNCILLORS REPORT**

Cllr D Jackson reported that following the Council meeting in February, the District Council had decreased the Council Tax bill by 2%. The Neighbourhood Plan had been adopted and the Steering Group had been commended, and the referendum had been confirmed for 5<sup>th</sup> May 2016.

Cllr Jackson reported she had sat in the Ward Councillors chair at the Planning Committee on two occasions on the past month for reserved matters for both the Lymington Barns application and the 1-3 Gloucester Close and following clarification of the rather grey area surrounding what actually constituted Commencement of Works, it was hoped that the conditions from now on would be more clear cut.

Commencement of works at the Friars Oak development had been delayed until pre-conditions are met.

Cllr Seaton queried who pays for the publicity of the Neighbourhood Plan and the Referendum, and how was it done. It was confirmed that EHDC calls the referendum and are responsible for its publicity.

Cllr Ingrid Thomas circulated the following report below prior to meeting.

*Much of my time this month has been spent on highways issues. I attended another meeting in Winchester organised by Mark Kemp Gee to discuss the looming problems of four large building sites possibly working at the same time on our small roads and lanes. We were presented with a report which had been commissioned by Hampshire Highways looking at the effect on the junctions onto the A31.*

*The results came as no surprise to Roy and I as we have been saying for some time now that the junctions at Boyneswood Road and Lymington Bottom Road will not be able to cope. Highways department are now going to look at possible solutions, some of those mentioned in the report are nonsensical but we made our views very clear. Unfortunately the 75 houses to be built by Cala homes at Lymington Bottom Road were omitted from the report so the numbers have to be redone after which we can discuss the proposals properly and in detail in consultation with the community.*

*Part of the report also looked at possible solutions to the safety of pedestrians on Boyneswood Road Bridge. No permanent solution has been found but there are negotiations taking place to build a separate pedestrian bridge, let's hope that the Watercress Line appreciate the dangers and are reasonable. EHDC have stated and discussed with the WLG (the developer of the 80 homes behind Friars Oak) that there will be a raised kerb over the bridge to protect pedestrians and WLG have agreed to this interim solution. This is supported by Mark Kemp Gee despite highways officers' apparent acceptance of a virtual footpath. Safety of residents is paramount.*

*Road safety issues are also being discussed at the Shrave. There are planning applications for two more housing sites in back gardens along there. Angela Glass who is EHDC Planning Portfolio Holder and I have written to Hampshire Highways in strong terms requesting that they should as a matter of urgency work to make the access to the Shrave safer.*

*This month saw the reserved matters passed for both the 69 homes at Lymington Barns we will now be discussing the conditions with Miller Homes. The 10 at Gloucester Close were also accepted, whilst we might not like this site and fear for what will happen to wildlife marooned in the SINC there was little choice once the outline permission was granted.*

*We are nearing the end of building on the land north of Brislands Lane, I have attended many liaison group meetings which seem to have been of value, groups will also be formed for other sites in the villages. The last houses seem to look particularly huge and out of place dominating the smaller houses in Brislands Lane, Officers have checked levels against original plans, sadly all the Officers involved in the original decision have now left.*

*I had a meeting with the Community Officer who is tasked with integrating new estates into existing communities, a lady with a huge task! Tracey Vear also came to talk to the Parish Council and we will see her plans soon.*

*This month I was invited by both the Rotary Club and the Mens Putting Club to talk about duties of a District Councillor two very enjoyable meetings with plenty of searching questions. It served to make me think hard about what I do, I hope I fulfil expectations but am always willing to listen to ideas. Listening is a major part of my role and then passing on information to residents and the Parish Councils.*

*There has been much speculation about devolution recently and although I have listened hard and been to several meetings with different groups of people there is still nothing solid to report. Plans seem to be made then stall for one reason or another, as soon as there is something to report I will pass on the information.*

*After a late flutter of applications all of my councillor grant money has now been spent on some very interesting projects around the villages. The pond in Medstead has money to plant trees, the bowls club, village picnic all received grants. I hope to reopen the bidding for projects in May if the funding is allocated again this year.*

*Cllr I Thomas when questioned further about the Highways meeting confirmed that it had been calculated that 861 additional vehicles would be using the Boyneswood Road junction with the A31 and 863 the Lymington Bottom Road junction, solutions were being looked at as it is clear that this is going to cause serious problems. Following this meeting, Cllr I Thomas hoped that Highways now realise that there are serious traffic issues in Four Marks and respond accordingly.*

*Cllr Hammond queried the Blackberry Lane/Lymington Bottom junction and Cllr Foster agreed to send Cllr Hammond the Minutes of the last Brislands Lane liaison meeting which gave more*

detail of proposed Section 278 works to be carried out after the development has been completed.

## **16.51 NEIGHBOURHOOD PLAN**

It was RECOMMENDED to East Hampshire District Council that it:

(1) notes the Examiner's Report and recommended modifications to make the Medstead and Four Marks Neighbourhood Plan meet the basic conditions; and

(2) agrees the 'Decision Statement' which sets out the modifications that will be made to the Medstead and Four Marks Neighbourhood Plan in response to the Examiner's recommendations; and

(3) agrees the recommendation of the Examiner that with the modifications proposed the Medstead and Four Marks Neighbourhood Plan is referred to the local community for referendum prior to adoption as a Neighbourhood Development Plan for the area; and

(4) notes officers' recommended additional wording as follows, to ensure compliance with the East Hampshire District Council Local Plan: Housing and Employment Allocations:

Paragraph 1.31, under 'Planning Policy Context' insert "The Neighbourhood Plan recognises that housing allocations for the area are made within the EHDC Site Allocations Plan, including the land rear of Junipers, Medstead."

Paragraph 3.2 amended to read: "This policy directs future development in the parishes to the settlements of Four Marks/South Medstead and Medstead Village. In doing so, the policy proposes amendments to the Settlement Policy Boundaries (SPB) as defined by Policy CP19 of the JCS to accommodate development that has been built since the 2006 Local Plan and its proposals map was adopted. This includes land adjoining but outside the SPB where development has been granted planning permission since the SPB was last drawn. The Neighbourhood Plan recognises that housing allocations for the area are made within the EHDC Site Allocations Plan, including the land rear of Junipers, Medstead and the SPB amended accordingly'

**These amendments are subsequent to the Neighbourhood Plan that was approved by this Council and therefore the above modifications need to be noted and Minuted as accepted.**

## **16.52 WEBSITE**

Following deferral in previous months and circulation of new website proposals, the following was discussed and agreed:

1. **E-mango**, the members were not confident that this proposal was the right one for the Parish Council, and this option was discounted.
2. **Ray Street**. There were no issues with the proposal or costing, however the members did not want to outsource the uploading of the information and so this option was also discounted for that reason.
3. **Hugo Fox**. Both Cllr S Thomas and J Foster felt that this option was worth considering and were impressed with their proposals, and the Clerk agreed to attend a course they were running to see if this was the way forward.

Although it appears that Twitter and Facebook are becoming a more and more popular source of communication, Cllr S Thomas expressed strong reservations and it was agreed that a

social media policy should be put in place, and should be added to a future Agenda for the Finance & GP Committee.

### **16.53 ANNUAL PARISH MEETING**

Meeting promotional cards had been distributed to all houses in Four Marks, with huge thanks to COGS, and posters would be going onto notice boards shortly in an effort to promote the meeting. However due to the uncertainty surrounding devolution and changing circumstances it was considered prudent to consider a back-up speaker, Cllr Foster confirmed she was looking into ideas.

The Clerk advised that last year the Scouts had provided the teas/coffees, and asked if anyone had anyone else in mind do this for the meeting this year. The WI was suggested, and Cllr Seaton agreed to make the request on the Parish Council's behalf, it was agreed that costs would be reimbursed by the Parish Council.

### **16.54 COUNCIL REPRESENTATIVES**

- **Benian's Committee.** Cllrs Foster and Tomlinson had met with, and had positive discussions with James Coles and Brian Ford, to try and sort out the issues as agreed at the last Parish Council meeting. It seemed to have worked well and it was agreed to meet more regularly. A couple of action points arose which were being attended to. They had been advised to attend Open Space committee meetings to present project ideas initially, before going to Full Council. The next meeting would be the AGM on 28<sup>th</sup> April 2016.
- **Community Buildings Project.** Cllr I Thomas, and following the departure of Cllr Mick Budd, felt that she was unable to give the time this project requires and suggested that the Committee was re-invented. This was agreed and would be re-instated and progressed at the May meeting when all the representatives were appointed. Councillors were asked to think about whether they would like to be involved and what they could bring to this initiative.
- **EHAPTC Meeting.** Cllr Tomlinson attended the last meeting on behalf of the Parish Council and reported on an initiative being progressed by Joe Cox, called Landscape Watch. He is trying to compile a crowdsourced review of development across East Hants. Comparing 2005 to date. It was suggested that this should be sent to Four Marks News for circulation and both Diana Tennyson and Mr Shakespeare. There were also concerns in the SDNPA about dogs and sheep worrying and were trying to encourage people to put their dogs on leads. They are also looking for a new Clerk.
- **Festival Committee.** The Queens 90<sup>th</sup> birthday celebrations were gathering apace. Grants have been received for the Street Party and tickets would be going on sale soon. A letter would be sent out to residents who would be affected by the closure which is a pre-requisite prior to submitting the application to close the road, which needs to be done 6 weeks prior to the event. Due to the setting up of the Village Picnic an open church service would be held at the Recreation Ground. A vintage car show had been arranged, the bar would be open all day and music playing from mid-afternoon. They are currently seeking a curtain side lorry for a stage and there would be a separate barbeque in the evening. There had been the suggestion that some cars could be parked on the cricket pitch, however it was agreed that as cricket was now going to be played on the ground that this would not be appropriate. The Parish Council were still trying to secure additional parking.

The 'fun run' was 'gathering pace', Alton Sports are sponsoring, providing numbers, prizes and are going to run. The routes have been agreed and quotes for first aid have been sought. Promotional material and entry forms

are being prepared. Those not involved in other events have been asked to assist where possible.

- **Footpaths.** No update.
- **HALC Conference.** Both the Chairman and Cllr S Thomas attended an interesting conference, with attendees from NALC and HALC, there were some informative talks on fracking, gypsy and traveller sites amongst others. The general consensus is that compared to other Parishes and Local Authorities we are in a fortunate position with EHDC, having an adopted local plan and a neighbourhood plan.
- **Oak Green;** It was hoped that the draft tender for the remedial works would be prepared for presentation and approval for submission in the next month or so.
- **Village Hall.** The stage lighting has been purchased and installed, the stair lift is currently broken and are looking for quotes to re-fix. The next meeting is in May and is the AGM. Cllr S Thomas thanked Cllr Mills for circulating the accounts and now has a better understanding of their finances.

**16.55 NEXT MEETING:  
Full Council Meeting**

Wednesday 20<sup>th</sup> April 2016, 7.30pm

**16.56 The Chairman closed the meeting at 9.50 pm.**

.....  
Chairman