

FOUR MARKS PARISH COUNCIL  
The Parish Office, Uplands Lane, Four Marks, GU34 5AF

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Wednesday 12<sup>th</sup> April 2023

Dear Councillor

You are hereby summoned to attend a meeting of the Full Council to be held at **Four Marks Village Hall** on Wednesday 19<sup>th</sup> April 2023 at **7.00pm** for the purpose of transacting the undermentioned business.

**Yours faithfully**

*Sarah Goudie*  
**EXECUTIVE OFFICER**

## **A G E N D A**

**1. APOLOGIES FOR ABSENCE**

**2. OPEN SESSION – PUBLIC PARTICIPATION**

An opportunity for members of the public to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Four Marks Parish Council's Standing Orders 3 (d) – (k), with no individual speaker exceeding a maximum of 3 minutes. All public participation, and the duration of this item will be at the discretion of the Chairman.

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**3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, any matter in which you have a pecuniary interest. You must withdraw when the meeting discusses and votes on the matter.

**4. FULL COUNCIL MINUTES**

To approve the minutes of the Full Council meeting held on Wednesday 15<sup>th</sup> March 2023.

**5. CHAIRMAN'S REPORT**

To receive a report from the Chairman, as applicable.

**6. DISTRICT COUNCILLOR REPORT**

To receive a report from the Ward Councillor, as applicable.

**7. COMMUNITY BUILDING PROJECT COMMITTEE**

**7.1** To note the minutes of the Community Building Project Committee held on Wednesday 15<sup>th</sup> March 2023 and any matters arising.

**7.2** To note additional expenditure.

**7.3** To approve submission of the planning application and related expenditure, if applicable.

**8. FINANCE & GENERAL PURPOSES COMMITTEE**

**8.1** To note the minutes of the Finance & General Purposes Committee meeting held on Wednesday 29<sup>th</sup> March 2023 and any matters arising.

**8.2** Standing Orders, approval of amendment.

**8.3** Financial Regulations, approval of amendment.

**8.4** Civility & Respect Pledge – Councillor-Officer Protocol, for approval.

**9. OPEN SPACES COMMITTEE**

To note the minutes of the Open Space Committee meeting held on Wednesday 5<sup>th</sup> April 2023, and any matters arising.

**10. PLANNING COMMITTEE**

**10.1** To note the Minutes of the Planning Committee meeting held on Wednesday 5<sup>th</sup> April 2023 and any matters arising.

**10.2** **Application No:** [60028](#) Location: Rosewood, 94 Winchester Road, Four Marks  
**Proposal:** Conversion of roof space to habitable accommodation, recessed balcony, front and rear roof lights and photovoltaic panels to south elevation.

**10.3** **Application No:** [23291/030](#) Location: Lymington Farm Industrial Estate, Lymington Bottom Road, Medstead. GU34 5EW  
**Proposal:** T1. Ash. Fell. Replacement tree: Oak

**11. EXECUTIVE OFFICER REPORT**

To receive the Executive Officer's report and note any items of late correspondence.

**12. ACCOUNTING REPORTS AND FINANCIAL ITEMS FOR APPROVAL**

**12.1** To receive and approve the March payments and bank reconciliations as at 31<sup>st</sup> March 2023.

**12.2** To receive and authorise the April 2023 payments.

**12.3** To receive and approve the *draft* Annual Accounts and Annual Return in preparation for Internal Audit on 3<sup>rd</sup> May 2023.

**12.4** To confirm BDO request of no Conflict of interest (External Audit request)

**13. TO NOTE EXTERNAL COMMITTEE AND AREA REPRESENTATIVE REPORTS (as applicable)**

**13.1** Allotments (Cllr Davis)

**13.2** Benians Committee (Cllr Davis)

**13.3** Oak Green (Cllr Foster)

**13.4** Village Hall (Cllr Pullen)

**14. EVENTS UPDATE**

To receive an update on future events and activities.

**15. NEXT MEETING:**

**The Annual Meeting of the Council, Wednesday 17<sup>th</sup> May 2023, 7.00pm** at the Village Hall

**EXCLUSION OF PRESS AND PUBLIC**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Council have the right to exclude the public and press from a meeting in respect of confidential or sensitive information which is prejudicial to the public interest and may pass a resolution, without notice, to do so.

## AGENDA ITEM 6.

## DISTRICT COUNCILLOR'S REPORT

As my last District councillor report in office, on behalf of Myself Jonathan May, Ingrid Thomas and Diana Tennyson this is our final report, before the upcoming elections on 4th May 2023. Thank you for the opportunity to serve the Four Marks, Medstead and Chawton's community during May 2019 to May 2023, it has been a real pleasure to work on ward projects, meeting and working with lots of residents the Parish councils, councillors and businesses within our community. From Tree planting to assisting with funding towards community projects in the ward and working on planning applications to name but a few. Our main aim has been to make our community better for all, improve services and to assist with local problems and frustrations, while tackling the ever-concerning infill building within our villages. With the added challenges of the pandemic, while helping keeping everyone safe during that worrying time. We all have enjoyed our time in office and have achieved much of what we wanted to during the term, but now we have all taken the decision to not stand in the upcoming elections on May 4th. Ingrid and I will no longer live in the village.

Therefore, it is only right others who lives here, can echo your voice on local concerns. While Diana will concentrate her main focus on wildlife and Trees in our area.

Our main message to all residents is "Vote for which candidate's" you feel can help your concerns, It's about the person not the party so vote. Again, this term there are 3 seats, so that's 3 votes to make, plus NEW FOR 2023, you need to take ID to the Polling station to be able to vote. NO ID, NO VOTE. If you don't have any valid ID then there is still time to apply for a VOTERS ID. Accepted forms of ID are Driving Licence, Passport, Blue Badge, Older Persons Buss Pass to name but a few. please logon to <https://voter-authority-certificate.service.gov.uk/check/registered> for further help and advice. Warmest regards for the rest of 2023, District Councillor Jonathan May.



## **FULL COUNCIL MEETING - WEDNESDAY 19<sup>th</sup> APRIL 2023**

### **AGENDA ITEM 11 EXECUTIVE OFFICER'S REPORT AND CORRESPONDENCE**

This is a bittersweet report this month, being the last Council meeting of this 4 year term. It has now been confirmed that there will be an election for parish councillors for the first time since 1991. This is great for democracy, but it also means that some councillors who have put themselves forward for another 4 year term may not be re-elected. The past 4 years have been tumultuous to say the least, but the Council came through stronger than ever and despite the pandemic and all that was encountered during that time, Four Marks continued to flourish, and a vast number of village improvement projects were completed. With two or three big projects that remain ongoing, it is hoped that the newly elected council will continue with the same amount of positivity, enthusiasm, and support, for both existing and new projects and all aspects of parish council responsibilities.

I would like to take this opportunity to thank the 3 district councillors who are all retiring in May, their support of the village has been immense. A particular thank you to Councillor Ingrid Thomas, the longest serving District Councillor, who has achieved so much for the village. The new District Councillors have a hard act to follow, but look forward to the future new relationship between Parish and District Councillors.

I would also like to give a special mention to those Councillors who have decided not to put themselves forward for re-election, and thank them for their support, whether for 10 years or 3 months. Your contributions have been of huge value to the council and community.

To all the candidates nominated, good luck with the campaigning and see all those successful on the other side.

Both Jo and I attended a Community Funding event last week in Bordon, in tandem, a very useful day and several funding streams have been identified for various projects. There was also an update on the S106 developer contributions situation, and it is looking very hopeful that these will once again be accessible for applications later in the year.

With reference to a comment made at a recent committee meeting, this is just to remind everyone that the parish office remains fully operational, however anyone wishing to visit or seek information is asked to contact the office beforehand to make an appointment to ensure that someone is available to attend to your enquiries.

Following the request made in the open session at last month's meeting, the Deed of Covenant dated 31<sup>st</sup> July 1968 registered with the National Playing Fields Association has been located, and will be submitted to the Council's legal representative to ensure that, with the correct permissions sought, the new facility complies with the stipulations and that there are no restrictions on the new facility's proposed location.

The latest version of the JPAG Local Governance and Accountability for Smaller Authorities, dated March 2023, has now been uploaded on the OneDrive and will be uploaded onto the website for all new existing and new councillors to peruse, as the Council will be approving the Annual Governance and Accountability Return at the next meeting and need to be fully appraised. The draft accounts will also be available on the website.

Speed reduction initiatives. Cllr Pullen is liaising with EHDC on their new initiative of providing speed cameras to communities, and I am also chasing the CFI funding through Hampshire Highways to provide two updated 'SIDS' as part of the ongoing parish wide speed reduction initiatives.

Finally, the annual newsletter is now being distributed parish wide. It had to be changed to reflect that the fact that by the time the newsletter went to print the nomination deadline had passed, but hopefully, with the delivery to all households, and uploads on social media and the website. All parishioners will have had the opportunity to see the progress this year to last on the community facility. If you hear of anyone who does not receive a copy by the end of the month, then please contact the parish office.

**Sarah Goudie, Executive Officer**