

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Four Marks Parish Council
Held on 17th December 2025 at the Village Hall, at 7.00pm**

MEMBERS PRESENT:	Cllrs Briggs, Davies, Gebbett, McAllister, Medhurst, M Pullen, R Pullen and Smith
STAFF:	Louise Steele, Locum Clerk
PUBLIC:	Three members of the public plus District Cllr Richardson
APOLOGIES:	Cllr Coulson

25.192 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Coulson.

25.193 OPEN SESSION – PUBLIC PARTICIPATION

Each member of the public spoke; feedback was given, and received, on the conduct of the recent Neighbourhood Plan drop-in sessions. Thanks were given to all councillors who supported those sessions. Further the council was praised for the development of the Benians Project

25.194 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were none

25.195 FULL COUNCIL MINUTES

Consideration of the draft minutes of the meeting held on 19th November 2025 was delayed until the next meeting of Council

25.196 CHAIRPERSON'S REPORT

Cllr Briggs indicated that he had nothing to report.

25.197 DISTRICT COUNCILLOR REPORT

District Councillor Richardson indicated he had nothing to report

25.198 COMMUNITY FACILITIES COMMITTEE

25.198.1 The draft minutes of the Community Facilities Committee meeting held on 26 November 2025 were received

25.198.2 Upon a recommendation from the Community Facilities Committee and the proposal of Cllr Davies, seconded by Cllr M Pullen, it was agreed that, with effect from January 2026, the Committee should meet every month on the second Wednesday of each month. Council noted that it was invited to consider the staffing implications of that decision. The Locum Clerk informed the meeting that she was unable to clerk the meeting to be held on 14th January 2026 and it was agreed that overtime would be available to the Assistant Clerk for that meeting.

25.199 BENIANS PROJECT

25.199.1 Cllr McAllister gave an update reporting that traffic ATC data has been received, and the traffic consultant will recommend that no upgrade is needed to Uplands Lane. The final report cannot be generated until car park quantity and layout is agreed. Other updates requested by planning are being worked up as proposals to be presented to the working party 18th December. This will be an iterative approach until agreement is reached. Final parking traffic report will be submitted and sent by planning officer to highways. If highways agree then there will be a final three- week public consultation before permission is granted. Borrowing: Ministry questions have all been answered just waiting for confirmation of permission to borrow before submitting full funding statement to EHDC Next step will be tender process for the design build contract.

25.199.2 Council considered the funding agreement drafted by East Hampshire District Council and in accordance with Standing Order 23 and upon the proposal of Cllr Davies, seconded by Cllr

Briggs it was RESOLVED to execute the funding document as a deed. Upon the proposal of Cllr Medhurst, seconded by Cllr Gebbett it was agreed that Councillors Paul McAllister and Reg Pullen will sign the deed on behalf of the parish council.

- 25.199.3** There were no parking layout changes to consider.
- 25.199.4** There were no proposals for design change to consider – one draft that had been circulated had caused disquiet and upon the proposal of Cllr Briggs, seconded by Cllr Davies it was RESOLVED that there should be no further loss of space on the play area.
- 25.199.5** Upon the proposal of Cllr M Pullen, seconded by Cllr Medhurst it was agreed to approve a revised schedule of project phasing so that the first phase is demonstrably funded without reliance on developer contributions not yet received.
- 25.200** **PLANNING COMMITTEE**
- 25.200.1** The draft minutes of the Planning Committee meeting held on 5 November and 3 December were received.
- 25.200.2** **EHDC-25-1391-HSE** 4 Beech Grove, Four Marks, Alton, Hampshire, GU34 5GP, Two storey side extension with internal alterations
Comment: No objection
- 25.200.3** **EHDC-25-1297-FUL** Oakwood House, 102 Telegraph Lane, Four Marks, Alton, Hampshire, GU34 5AW Demolition of existing outbuilding and erection of two dwellings with garages and car barns, with associated accesses and landscaping. One dwelling to be delivered as a self-built unit.
Comment: Four Marks Parish Council objects to this application on the grounds that the proposal is outside the settlement boundary, too far from the village centre; further that houses of this type are not required as they are very large and against policy 1 of the Neighbourhood Plan
- 25.200.4** **EHDC-25-1438-PAQ3A** Raynards Rest Willis Lane, Four Marks, Alton, Hampshire, GU34 5AP, Change of use of Agricultural Building to Dwelling.
Comment: Defer to the Planning Officer
- 25.200.5** **EHDC-25-1386-HSE** 138a Winchester Road, Four Marks, Alton, Hampshire, GU34 5HZ, Development to provide a single storey rear extension with roof lantern
Comment: No objection
- 25.200.6** **EHDC-25-1405-FUL** 2 Gloucester Close, Four Marks, Alton, Hampshire, GU34 5HX
Subdivision of the plot at 2 Gloucester Close for two new additional dwellings
Comment: Four Marks Parish Council objects to this application on the grounds that this is backland development and against policy 1 of the Neighbourhood Plan - the housing needs assessment shows no additional requirement for 4 bed properties in Four Marks.
- 25.200.7** **LATE APPLICATIONS** – there were none
- 25.201** **FINANCIAL ITEMS**
- 25.201.1** The following reports for the Financial Year 2025/26 to 30 November 2025 were received:
- Expenditure against budget
 - Balance Sheet
 - Earmarked Reserves
- 25.201.2** The bank balances for the Unity Trust Bank accounts as at 30 November were noted as follows:
- | | |
|-------------------|-------------|
| ▪ Current Account | £8,102.84 |
| ▪ Instant Access | £154,579.76 |
- Completion of the bank reconciliations was noted and it was agreed that Cllr McAllister should be signing off the bank reconciliations
- 25.201.3** A schedule of payments for November 2025 totaling £10,127.44 was approved.
- 25.201.4** The process and timetable for setting the 2026/27 precept was discussed; a Finance & General Purposes Committee was to be scheduled before the next Full Council meeting.
- 25.202** **INTERIM INTERNAL AUDIT**
- The report of the internal audit carried out on 13 November 2025 was received. Councillors expressed disappointment about the number of typographical errors in the report and the Locum Clerk apologised for not asking for a second draft to be prepared. The Finance & General Purposes Committee was asked to consider the detail of the report.

- 25.203 ASSET REGISTER**
Council considered the current Asset Register and it was agreed that Cllrs M Pullen and R Pullen should undertake some detailed checks and report back.
- 25.204 POLICIES FOR REVIEW**
- 25.204.1 Hire of Council Facilities by Third Parties Policy** – this policy was agreed subject to the removal of the reference, at Line 8, to the Executive Officer.
- 25.204.2 Registration of Gifts and Hospitality Policy** - agreed
- 25.205 ITEMS FOR DECISION**
- 25.205.1** A proposal (from the Locum Clerk) that charges for third party use of floodlighting on the football field be set at £10 for a two-hour session was agreed as an interim measure. The charge to be referred to the Open Spaces Committee for detailed review.
- 25.205.2** The Council's potential participation in an asset mapping pilot - Asset Based Community Development 'ABCD' which involves creating a living map of the village that highlights local assets, people and places was approved. It was agreed that the four individuals to attend a training/introduction day to held on 14th January 2026 in Petersfield would be Cllrs McAllister, M Pullen and R Pullen and the Asst Clerk.
- 25.206 CORRESPONDENCE**
It was noted that the A31 Alliance would like to give a presentation at the next Council meeting and it was agreed that this should be arranged for the January meeting
- 25.207 OPEN SPACES COMMITTEE**
It was noted that the Open Spaces Committee meeting scheduled for 3 December 2025 was opened and immediately closed being unable to proceed because inquorate through ill-health.
- 25.208 TO NOTE EXTERNAL COMMITTEE AND AREA REPRESENTATIVE REPORTS (as applicable)**
- 25.208.1 Allotments** –the Locum Clerk reported that owing to sickness the parish council had been unrepresented at the allotments meeting held on 4 December 2025
- 25.208.2 Benians Committee** – Cllr Smith had nothing to report
- 25.208.3 Oak Green** – Cllr Briggs reported on recent fly tipping and on the Christmas lights (the lights and the clock had failed because of water in the consumer unit).
- 25.208.4 Village Hall** – there had been a meeting on 22nd November, and the terms & conditions are being reviewed
- 25.208.5 Highways** – Cllr R Pullen reported that there has been no meeting. Bad weather had created a flood at Five Lanes, and he had sent details to Highways and to County Councillor Mark Kemp Gee
- 25.208.6 EHAPTC** – Cllr R Pullen had nothing to report
- 25.209 Next meeting: 21st January 2026**
- 25.210 Meeting ended: 8.30 pm**