

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Four Marks Parish Council Held  
on 18<sup>th</sup> March 2026 at the Village Hall, at 7.00pm**

<b>MEMBERS PRESENT:</b>	<b>Cllrs Briggs, Davies, Gebbett, McAllister, Medhurst, M Pullen, and R Pullen</b>
<b>STAFF:</b>	<b>Debbie Batley, Locum Clerk &amp; Louise Steele, Locum Clerk</b>
<b>PUBLIC:</b>	<b>Five members of the public being District Councillor Roland Richardson</b>
<b>APOLOGIES:</b>	<b>Cllrs Coulson &amp; Smith</b>

**26.41 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Coulson & Smith.

**26.42 OPEN SESSION – PUBLIC PARTICIPATION**

**Safer Roads Award (March 2026):** The Four Marks Community Speedwatch team was awarded the Safer Roads Award, presented by the Hampshire Police and Crime Commissioner (PCC) for their dedication to road safety. The team has improved local road safety by monitoring speeds and helping over 12,300 educational letters reach drivers who exceeded limits.

**Lymington Bottom** - members of the public have reported meeting Deer whilst walking and suggested that it would be useful if a few road signs could be arranged by the PC to alert walkers and motorists – the PC agreed to contact Hampshire Highway

**Annual Litter Pick** is planned for Saturday 28<sup>th</sup> March 2026 10am – 12 noon, a question was asked regarding how many Councillors will be present on a show of hands four councillors will attend.

**26.43 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

No Councillors made any declaration of interest.

**26.44 FULL COUNCIL MINUTES**

Upon the proposal of Cllr M Pullen, seconded by Cllr Medhurst and with all Councillors in agreement it was RESOLVED to approve the minutes of the Meeting of Council held on Wednesday 18<sup>th</sup> February 2026.

**26.45 VOTE TO CO-OPT NEW COUNCILLOR**

**Jane Thomson** – gave additional information to her personal statement, she would really like to help the Community of Four Marks and feels that being a Parish Councillor is one of the ways she can do that.

A question was asked by a Councillor regarding her work with Fight for Four Marks and a conflict of interests – JT responded that she could not see a conflict because she would be bound by the PC Code of Conduct as a Councillor and it should not and will not infringe on the role of councillor.

Another question asked by a member of the PC was what JT thought she would bring to the role of Councillor? JT responded- another pair of hands and lots of enthusiasm. I have previously

worked as a gardener and have collaborated with farmers through my work, so I have an understanding and passion for the environment and enjoy it immensely.

A further question asked was why she had chosen to apply at this moment in time and not previously to be a councillor. JT outlined some issues that would not have given her the time to be able to participate.

A show of hands was taken, and it was RESOLVED by all present that the applicant should be appointed as a councillor.

**26.46 CHAIRPERSON'S REPORT**

Cllr Briggs indicated that he had nothing to report.

**26.47 DISTRICT COUNCILLOR REPORT**

District Councillor Richardson indicated that he had nothing to report, but he did mention as we all expected Council Tax has increased, and hopefully by the end of the month we should have more information in regard to the unitary council covering East Hampshire, he also commented on the considerable number of planning applications.

He was asked by the PC about their current planning application, as there seemed to be several problems – DC Richardson said he would investigate the matter and reply to the PC via email.

**26.48 PLANNING COMMITTEE**

**26.48.1** The draft minutes of the Planning Committee meeting held on 4 March 2026, were received.

**26.48.2** [East Hants | East Hampshire District Council | Application | 181499](#) Proposal: The proposal is for a self-build three-bedroom bungalow. Site Address: Laburnums, Brislands Lane, Four Marks, GU34 5AE. The application is due to be considered at the Planning Committee to be held on 19<sup>th</sup> March 2026 at 6pm at the Monterey House, Bedford Road, Petersfield, GU32 3LJ. One representative from the Parish / Town Council is entitled to attend and speak to the Committee.

The Parish Council: No Comment.

[East Hants | East Hampshire District Council | Application | 181876](#)

Proposal T1 Oak -removal of dead branches T2 Willow - removal of entire tree and replacement with Eucalyptus. Application Location:15 Penrose Way, Four Marks, Alton, Hampshire, GU34 5BG

The Parish Council: No Comment

[East Hants | East Hampshire District Council | Application | 176495](#)

Tawny Grove/ Lymington Bottom Road Grove – erection of an outbuilding at 17a Lymington Bottom is not within the permitted development.

The Parish Council: will ask the Clerk to write to EHDC Planning Dept and request that they enforce Item 2 of the Notice of Permission: 32407/004

The PC have received notification of a Public Consultation regarding Land West of Millfield Alton Lane Land West of Millfield and the proposal to build forty-five new homes in that area. For forty-five houses

**26.48.3 Late applications - None**

**26.48.4 Neighbourhood Plan Update**

As per email received from EHDC:

‘We spoke with the Neighbourhood Plan group about this previously. We encouraged the NP group to undertake their own call for sites in which they would be able to ascertain the landowners/promoters of sites. This was undertaken last year, and they should have all information on site owners/promoters through this process.

Unfortunately, we are unable to pass on contact details that we have of LAA sites on our system. Many sites are however within the planning application system, in which all information is public and can be found on the planning application portal online.’

The Parish Council noted that they have a legal obligation to prove this information- District Cllr Richardson commented that he would talk to EHDC Planning Dept on the Parish Councils behalf.

**26.48 OPEN SPACES COMMITTEE**

**26.48.1** The draft minutes of the Open Spaces Committee meeting held on 4 March 2026 were received.

**26.49.2** An update on the Village Picnic: The Assistant Clerk has been out to several different parties to gain sponsorship and has organised several suppliers that will attend the Picnic – Cllr Gebbett has also been speaking to a number of Estate Agents regarding the sponsorship of the event.

**26.50 COMMUNITY FACILITIES COMMITTEE**

**26.50.1** The draft minutes of the meeting of the Community Facilities Committee meeting held on 11 March 2026. Deferred to the next Parish Meeting.

**Update**

We moved the edge of the playground, which has an impact on the Ecology report, this had to be rewritten and has now been outstanding for the last 5 weeks – we will contact them again and may need to put them on notice.

Highways still awaiting their report.

Tree man - awaiting a response regarding the seven trees that were meant to be in the centre of the car park but due to the solar panels and needs for drainage cannot be situated where they were originally meant to be.

Employee Agent - Two quotes have been received, a further two quotes have been requested. It is noted that there is a large variation in costs.

**26.51 FINANCIAL ITEMS**

**26.51.1** The draft minutes of the Finance & General Purposes Committee meeting held on 4<sup>th</sup> March 2026 were received.

**26.51.2** Following reports for the Financial Year 2025/26 to 28 February 2026:

The following questions were raised:

- Expenditure against budget – why had no payment been received from the Allotment?

It was explained that this was due to the PC awaiting the reading of the water meter by the Water Company - there should be a credit to come so we can then charge the Allotments.

- Balance Sheet - what was the payment made to Royal British Veterans?  
It was explained – that this was the resource the Parish Council had used to update email addresses on Parish signs – it was noted these were the cheapest supplier of that resource.
- Earmarked Reserves – have stayed as per last month.

**26.51.3** To note bank balances at end of February 2026 and note the Bank Reconciliations, the Clerk asked Paul to sign the bank reconciliation, and they are now up to date. Acceptance of the bank balance for the end of February 2026 and Completions of the Bank Reconciliation was received.

**26.51.4** To receive and approve the payments for February 2026. On the proposal of Cllr M Pullen which was seconded by Cllr Briggs and will all Councillors in agreement, it was RESOLVED to approve the February payments to date.

**26.51.5** Cllr R Pullen stated that he wished to step down from covering the position of RFO and proposed that Louise Steel be appointed as RFO (Responsible Financial Officer) for Four Marks Parish Council from this date. Seconded by Cllr Davies and with all Councillors in agreement it was RESOLVED to appoint Louise Steel as RFO.

The Chairman would like it noted that the Parish Council appreciated all the time and effort Cllr R Pullen has put in to covering the positions and would like to thank him for doing so.

**26.52 GRANT APPLICATION FOR DECISION**

**26.52.1** None

**26.53 Policy**

**26.53.1** To review the IT Policy. The Clerk explained the reason for reviewing the policy was due to the addition of a new Assertion – Assertion 10 to the AGAR. The Clerk advised the PC to adopted the NALC draft – there is a caveat that there is further work to be completed on the policy, but to say yes to the Assertion 10 question on the AGAR, we need an IT Policy. Upon the proposal of Cllr R Pullen seconded by Cllr Briggs and with all Councillors in agreement, it was RESOLVED to accept the IT Policy with the caveat that Cllr Davies would review it.

**26.53.2** The Finance and General Purposes Committee have agreed the review of the effectiveness of Internal Controls, the Parish council noted this.

**26.54 RISK ASSESSMENT - None**

**26.55 INFRASTRUCTURE BUSINESS PLAN**

**26.55.1** To consider an oral update on the development of an Infrastructure Business Plan.  
Nothing to report at this meeting.

**26.56 ABCD ASSET MAPPING**

**26.56.1 To consider an oral update on ABCD Asset Mapping.**

Cllr M Pullen explained what the acronym stood for — Asset Based Community Development – this team are putting together a database of clubs, societies, and events for several Parishes - Four Marks to be one of the first PC's to provide such information - there is a follow up meeting on Monday.

**26.57 PARISH MEETINGS**

**26.57.1** To consider an oral update about the requested extraordinary parish meeting.  
The Clerk informed the meeting that they were unable to secure a venue for the dates offered by Cllr Bowerman and had requested additional dates when she was available.  
It was noted that seven clear days are needed to inform all parties concerned of the meeting.

**26.57.2** To consider items for the agenda of the 2026 Annual Parish Meeting to be held on 29 April.  
  
It was suggested that a Volunteer Celebration for everyone would be the theme of this year's meeting and that refreshment would be provided.

**26.58 ITEMS REQUESTED BY COUNCILLORS**

**26.58.1 To consider the assessment with regards to an Artificial Cricket Wicket**

Cllr R Pullen commented that both Ropley and Hampshire Cricket are looking for venues, we would like to provide a venue for them but are unable to at the moment, we would like to look at requesting quotes for an Artificial Wicket. All Councillors in agreement and it was RESOLVED to request quotes.

**26.58.2 To consider CIL draw down in April 2026**

Cllr R Pullen explained that twice a year a Parish Council could apply to draw on their CIL fund, we need to think about it now so that we can apply – EHDC are different in that we have to apply for it, we do have to report what we have spent the money on but that is later in the year. Proposed by Cllr R Pullen, seconded by Cllr McAllister, all Councillors in agreement it was RESOLVED to draw down whatever is available and put it in a savings account as directed by the RFO.

**26.59 MEETING CALENDAR 2026/27**

**26.59.1** To consider an amended draft meeting calendar for the Local Government Year 2026/27  
Community Facilities Committee Meetings have been added to the calendar along with the changed to the Annual Parish Meeting date to the 10<sup>th</sup> March 2027.

**26.60 CORRESPONDENCE**

**26.60.1 Request from Hampshire Search and Rescue regarding permission to fly a drone from Council land.**

This is due to the owner having to record a number of hours of movement to retain his licence. The Clerk was tasked with finding out additional information regarding his insurance and where he intended flying and when, that he understood we required a certain behaviour and need to have a calendar of dates for this activity.

**26.60.2 Two letters from the M&FMNP Steering Group to be put before the Council for consideration.**

The Parish Council would like to defer this item to the next meeting.

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

**26.61.1** To nominate Cllr Davies as representative for Allotments. Proposed by Cllr M Pullen and seconded by Cllr Gebbett and with all Councillors in agreement it was RESOLVED that Cllr Davies be the representative of Allotments.

**26.61.2 Allotments** – The Clerk LS and Cllr Davies attended the annual meeting – where a new chair was appointed, they do have a vacancy for a Secretary for the Committee – the financial information that had been requested by the treasurer was shared by the PC - we will look at the Allotment Agreement for residents and look to have it reviewed at the next full council meeting. It was noted that there are seven vacant plots.

**26.61.3 Benians Committee** – Cllr Smith did not attend.

**26.61.4 Oak Green** - Cllr Briggs –Tesco insurers have asked if we wish to make a claim regarding Tesco lorry and the damage caused.

**26.61.5 Village Hall** – Cllr Briggs the Chairman did not arrive for the Trustee meeting – Cllr R Pullen explained that we are coming to end of the financial year and that the Village Hall still have some funds but this will be used for improvement, for example - heating, roof, toilets, repairing the grass at the front of the building and the steps at the back of the building along with the trees at the front which need cutting back

**26.61.6 Highways** – **Cllrs R Pullen and Medhurst.** We are due a meeting, a six-month review – but we have not received any correspondence as to what is happening.

**26.61.7 EHAPTC** – **Cllrs R Pullen.**

No meeting arranged at the moment

**26.62 CLERK REQUEST**

**26.62.1** Is it possible to nominate two Councillors to support with IT and Compliance for the office.

IT – Cllr Davies and Medhurst with Cllr R Pullen as back up

Compliance - Cllrs M Pullen and R Pullen.

**26.63 Next meeting: 15<sup>th</sup> April 2026**

**26.64 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.

Meeting closed at 8.30pm