

Ordinary Meeting of Minstead Parish Council
The Surgery, Minstead Village Hall
Monday 2 September 2013 at 19.30

Present: Cllrs W Andrews (Chair), H Bennett, M Bridle, S Cattell, A Ferguson, P Glover, R Taylor.

In attendance: Cllr Diane Andrews (NFDC), Cllr K Mans (HCC), Mr W Dibben, Mrs M Dibben, Mr D Donawa, Mr P Bakewell, Mrs J Bakewell.

1. Apologies for Absence

None

2. Declarations of Interests

None

3. Public Participation Period

Mrs Dibben (resident Stable End) outlined the concerns of her husband and herself regarding the 2-storey building recently erected by their neighbour that overlooks their garden and was built before application for planning permission.

Mr Donawa queried absence of *No Cold Calling Zone* signs in village. Answer: Decision awaited from NFDC to permit installation of NCCZ signs on existing signposts.

Mrs Bakewell (on behalf of owners of Glebe Field), regarding concerns over possible illegal occupation of the Glebe Field: the owners propose that removable/lowerable steel bollards be installed in the two gateways, and a permanent steel post in the gap along Football Green Lane where no vehicular access is envisaged. They are willing to pay for bollards but would PC be willing to cover costs of installation? Mrs Bakewell to find out whether planning permission is required.

[Mr & Mrs Bakewell, Mr Donawa left meeting at 20.49]

4. To confirm the Minutes of the Ordinary Meeting held on 5 August 2013

These were agreed by all and signed.

5. Matters Arising

- Traffic through London Minstead: Chairman will speak to PC Morant this week for update on traffic monitoring. Chairman reported that one company has removed Bull Lane from their Satellite Navigation data. Cllr Mans requested that routes to be requested for exclusion (eg Bull Lane) be forwarded to him; he also asked to be sent the locations requiring repainting of road markings (eg *Give Way* at Bull Lane/Seamans Lane junction) in order for him to request action with Mr Lawton. **Ongoing**
- Footpath 8 – boats + machinery parked outside Hobby Cottage plus garden refuse: Householder has removed garden waste and household/building scrap but has argued that parking is on land belonging to the cottage. Council's objection was land usage rather than ownership. **Ongoing**

6. Ongoing Matters

- Consultation on *Landscape Action Plan*: Suggestions made by Minstead PC have been included in proposed changes to *Landscape Action Plan*. Cllr Taylor will check the NFNPA response in more detail. **Ongoing**
- Church Close roadside fencing to protect hedge – possible grant: Cllr Mans agreed to fund half cost from his Councillors Grant. Clerk to do application for £250. **Ongoing**
- List of properties in Minstead: No progress. **Ongoing**
- Drainage – mapping to show where standing water on roads; problems outside village shop: Current problem on Hazel Hill (below bend) has been reported to Bournemouth Water. Clerk to pursue this. Rob Millar has said he will use jet in drain outside village shop. **Ongoing**
- Proposed cycle racks on NFDC land behind village notice board: Minstead PC's grant application has been approved; NFNPA requested some additional information regarding approvals/permissions which Cllr Taylor will provide. NFNPA will draw up a legal agreement which Minstead PC must sign before monies can be released. **Ongoing**
- *Freedom of Information* Policy: Cllr Bennett to use NFDC policy as model. Agreed to put on website in due course. **Ongoing**

- Housing for village clock: **Ongoing**
- Parking problems around Trusty Servant: Cllr Andrews will raise this matter with PC Morant at Beat Surgery this week. **Ongoing**
- Bridleway across Glebe Land: Cllr Cattell to speak to Mr & Mrs Bakewell. **Ongoing**
- Village Statement – draft document: Agreed that information on Minstead Village website would serve this purpose. **Ongoing**

7. Travellers – measures suggested to prevent illegal camping on Glebe land

Owners of the land have proposed bollards for which Parish Council would hold a key [See Item 3 above]. It was noted that Agisters would require access to sick animals and that, if this proposal is agreed, Verderers and CDA must be informed. Cllr Bridle will supply rough estimate of installation cost.

8. Report from Police/Community Support Officer

Not present.

9. Reports from County and/or District Councillor

Cllr Mans (HCC)

- Faster Broadband: HCC aiming for 98% coverage by end Oct 2015. This is beyond government target. Map available soon.
- Mobile phone coverage also to be improved.
- Consultation currently on closure of a residential care home in Lyndhurst in favour of support at home.

Cllr Mrs Andrews (NFDC) explained the problems being experienced by the Council in trying to have the Local Plan adopted: The inspector has said that the present plan does not meet the need for the conservation of Natural Habitats. He would like the Local Plan to include 30 to 40 hectares of Suitable Alternative Green Spaces (SANGs) which would then have to be included in any development plan of the future. These areas would encourage the people living in any future developments away from using the New Forest, thereby protecting it from overuse. The provision of SANGs might add around £4,000 to cost of each house built in the NFDC area. But, without SANGs and with ever-changing planning laws, no area will be safe from building. This proposal will be presented to Cabinet before the Local Plan Part 2 is submitted for public consultation and prior to the Inspector holding the public examination.

10. Website for Minstead Village

Mr Barriball unable to attend meeting. Thanks expressed to Cllr Ferguson for work done on existing website.

11. New Standards Regime (updated Code of Conduct and Disclosure regime)

NFALC meeting 12 Sep has this on agenda.

12. Improving drainage of Church Footpath

Clerk to contact Keith Chapman (HCC) who has funds for footpaths, stating that Cllr Mans supports this project.

13. Appraisals for Clerk and Lengthsman

Cllr Bennett to email forms to Clerk.

14. Report from Friday Surgeries

Some discussion of Church footpath.

15. Lengthsman – report for work (August)

- Footpaths: Bull Lane - Cut grass and cut hedge; church footpath - Cut grass, hedge and trim back whips; Red House footpath entire length - Cut grass, hedge and trim back whips.
- Bunnie at top of Lyndhurst Road adjacent to telegraph pole - Rod to 30 metres and clean bunnie entrance and clean ditch of 10 metres to encourage flow; subject to flooding so will monitor during winter months.
- Cut back overgrown vegetation at road side barriers adjacent to village hall leading to Furzy Gardens.

[Cllr Mans left meeting at 20.40]

16. Planning**NPA Decisions**

98607 Seamans Lodge. Drs Ayres. Replacement garage.

Grant

98640/LDCE Minstead Manor. Mr C Green. Continued use of Manor House without agricultural occupancy restriction.

No objection

New Planning Applications

98698/98699 The Orchard. Mr & Mrs Sandeman. Replacement dwelling, garage; access alteration. Demolition of existing bungalow and attached garage. **Comment No 3 because there will be no impact on the character/appearance of the area nor upon the amenities of neighbouring properties. Council firmly believes that re-siting the building will have environmental benefits in accordance with policy DP10.**

98712 Thatched Cottage, Emery Down. Mrs Hilliard. Retention of replacement outbuilding. **Comment No 4. Had this application come up for consideration before being built, the Parish Council would have refused it because of intrusion in neighbours' privacy; also, the design & construction is such that it might be used as additional accommodation. Council has been informed that it is 2m taller than original building, but is unable to verify this. Furthermore, the applicants have not followed the proper process (ecology report etc).**

[Mr & Mrs Dibben left meeting at 20.55]

Trees

R14/15/13/0547 Castle Malwood Park. 5 x Turkey Oaks and 1 Fir. Remove lower branches, raise crowns. **[For Information only]**

CONS/13/0568 Woodside. Along drive: Remove 7 conifers; trim & lift canopy of ash trees. **Comment No particular objections but there has been a history of problems with neighbours over removal of trees/screening on this site.**

CONS/13/0587 Little Orchard. Fell 2 silver birch. **Comment No objections.**

CONS/13/0627 Stoney Cross Lodge. Fell/prune 14 trees (various species), reduce holly hedge (clearance of 1-2 metres overhead power cables). **Comment No objections**

[Cllr Mrs Andrews left meeting at 21.04]

17. Correspondence

E-mail correspondence previously circulated was **noted**:

- Rural Services Network: Request to sign the *Rural Fair Share Petition*. **Clerk to collect & post.**
- HCC: 2014 WWI Centenary and D-Day 70th Anniversary – grant scheme to support community led commemoration projects. **Cllr Cattell to ask if any interest among Local History Group.**
- NFNPA: Notification of new project for Family-friendly cycling in the New Forest.
- NFDC: Explanation of process re Discretionary Grant for 2014 to Town & Parish Councils.
- Hants Constabulary: information on procedures for policing unauthorised encampments.

Other correspondence:

- NF Disability Information Service: Request for grant + *Annual Review* (with *Items to Read*). **Clerk to reply that PC does not give grants.**
- Navitus Bay: Consultation Phase Four 2/9/2013 – 11/10/2013. Consultation Document + Comments Form (Reference copy) + DVD (Reference copy).

To Read:

- *Local Councils Update* (August 2013)
- NF DiS (New Forest Disability Information Service) *Annual Review*

18. Finance

- Receipts & Payments for August 2013:

	£	£	£
Bank Balance as at 31.08.2013			8,727.10
Receipts:			
Accounts to Pay:			
RTS Fencing: Church Lane fencing (paid 14.08.13 by Cllrs agreement)		600.00	
Mr S Short: Lengthsman salary for August		78.79	
Mrs P Osborne: Clerk salary for August		275.65	
Mrs P Osborne: Clerk expenses for August			
	Tel	0.30	
	Home-working allowance	18.00	
	TOTAL	18.30	18.30

Reconciliation:

Balance at 31.08.2013		8,727.10
Less: outstanding payments listed above	372.74	
Actual balance		7,754.36

Items listed were proposed for payment by Cllr Ferguson, seconded by Cllr Bennett and agreed.

- *Local Councils Update* – Annual subscription expires October 2013. Renewal £75. Web Library Service available for additional £25: Agreed to renew hard copy (£75).

19. Financial Risk Assessment pro forma

This had been circulated and was approved subject to acceptance of *Freedom of Information (FOI) Policy* [See Item 6 above]. To be signed when FOI Policy is published.

20. Reports from Parish Representatives

- Village Hall – Cllr Andrews: it was proposed by Cllr Glover, seconded by Cllr Taylor and agreed that Council should apply to Cllr Mans’ Councillor Grant for cost of roof repair (£4221.00).

21. Items raised by Councillors

- Potholes - problem on most roads around village: All Cllrs to report online to Highways and also report by email to Richard Bastow.
- Bridleway 10: Dry at present but Phase 2 needs doing before winter. Cllr Cattell to contact Sam Jones (HCC Countryside Service).
- Vegetation encroaching road uphill from Shovel Cottage: Cllr Bridle will contact Forestry Commission. Cllr Glover to raise at Consultative Panel meeting.
- Minstead Mail: request for contributions for Autumn issue.
- Three complaints received re bramble growth on Top Green: Since this reduces grazing land, Cllr Glover to speak to CDA and Consultative Panel about clearing vegetation.

22. Date of next Ordinary meeting: Monday 7 October 2013 at 19.30

Meeting closed at 21.39