

Parish Council
 Ordinary Meeting of Minstead Parish Council
 The Surgery, Minstead Village Hall
Monday 1 September 2014

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

In attendance: P Osborne (Clerk), Ms D Wakelin.

1. Public Participation Period

None

2. Apologies for Absence

Cllr Mrs Andrews (NFDC)

3. Declarations of Interests

None

4. To confirm the Minutes of the Ordinary Meeting held on 4 August 2014

These were agreed and signed.

5. Matters Arising

[All from Item 15]

- Possible defibrillator in Minstead: Cllr Bennett reported that costs range from £500 to £2,000 and the Heart Foundation offers training. Discussion followed on how/where a defibrillator could be securely located while also available 24 hours. Cllr Bennett to research further e.g. ask Heart Foundation where other defibrillators are kept. Also she will try to find out where First Responders' defibrillator is?
- Minstead PC response to NFNPA Survey *Our Past, Our Future*: Cllr Taylor will complete this.
- Hedges encroaching highways: Cllr Bridle reported that Mr Chris Green said he will look at hedges on Manor land; Cllr Ferguson to repeat reminder in Weekly notices to cut hedges and clear ditches.
- Parking at entrance to Petershold Farm: Response from Study Centre was that no parking is allowed in the Study Centre yard whilst children are on site for reasons of safety (not mixing playground with parking) which is standard policy in all schools. They have a long-standing agreement with the Manor for 5 staff cars to be parked by the stream and they endeavour to cause no interference to access; however, they cannot control parking by the public which is often a problem.

6. Ongoing

- Cleaning of telephone boxes: BT box has been cleaned but box at Newtown is still to be cleaned (by Lengthsman). **Ongoing**
- Replacement of flags: New St George flag has been ordered. **Ongoing**
- Cleaning War Memorial: Cllr Bennett suggested this be done Sunday 21 September. **Ongoing**
- Bridleway 15 – consideration of grant for improvements: No progress. **Ongoing**
- Water on roads: Football Green - drain has been put in outside Woodley House; Lyndhurst Road – now only small puddle. Continue to monitor. **Ongoing**
- Potholes/eroded edges on roads: Work still in progress. Councillors to report remaining problems via website. **Ongoing**
- Bridleway 10 Phase 2: No progress. Cllr Bridle reported that the track is now wet again because the re-surfacing has not been done. **Ongoing**
- Clearance of brambles on Top Green: Forestry Commission work scheduled. **Ongoing**
- Drainage – mapping to show where standing water on roads: **Ongoing**

7. Reports from County and/or District Councillor

Neither was present.

8. Report from Lengthsman

Email report from Mr Short for August:

- Bull Lane footpath and Red House footpath - grass strimming and cutting back hedge.
- Church footpath - grass strimming plus cutting whips through to Study Centre.

9. Report from Councillors' Surgeries

Concerns expressed by many over use of Furzey Lane as route to A31.

10. Reports from Parish Representatives

None - Consultative Panel and Hall Committee both meet this week.

11. Planning**NPA Decisions**

00488 Fernhill. Single storey extension with pitched roof over flat roof.

Grant

New Planning Applications

00557 Fishpond Piece. Change of use of agricultural building to provide 2 units of holiday accommodation. **Comment No 2 - we agree with Planning Officer's comment that this proposal appears to fail to comply with policy.**

00585/LDCE The Cottage, Toms Lane Corner. Certificate of Lawful Development for use of existing building as a dwelling. **Comment No 5 - local knowledge is that it used to be occupied many years ago but no recent knowledge.**

00382 Pear Tree Farm, Emery Down. Replace stable block, garage and barn. Increase size of manege. Add horse walker. **Comment No 2 - there is apparently no justification for size of the proposed development.**

For Information

00465/LDCP Woodside. Application for a Certificate of Lawful Development for a proposed two storey front extension (within guideline conditions of 13/98836).

Trees

SFLA/14/0919 Football Green. Forestry Commission – clear scrub and small trees. **Comment: no objections; but whilst doing this work could FC include clearing of drain currently causing flooding.**

SFLA/14/0921 Shave Green. Forestry Commission – clear scrub and small trees. **No objections.**

CONS/14/0949 The Cottage, Football Green. Crown reduction of group of conifers + 1 ash. Crown lift of 2 x oak. **No objections.**

CONS/14/0945 3 Blackwater House. Reduce height and spread of 1 oak. **Comment: this seems at odds with previous planning application. Cllr Taylor to speak to Nick Gruber. [At Mr Gruber's request additional comment was made the following day: We are not aware of any existing permission to replace the garage as claimed (application 13/98925 was refused). In application 13/98925 under section 7 it was clearly stated that should the garage be replaced with a two storey building no work to trees or hedges would be necessary - what has changed since September 2013? The drawing attached is almost completely useless - if we have identified the correct tree it does not appear to be unduly close to the garage. We would suggest that NFNPA tree team verify these apparent discrepancies by liaison with the NPA Planning Office, and insist on a more informative plan of the proposed work.]**

12. Correspondence

E-mail correspondence previously circulated:

- Local Works: Requesting support of proposal for the right for Parish Councils to sell electricity.
- NFDC: Notification of request by UK Cycling Events for temporary 40mph speed restrictions for Wiggle Cycling Event on 11 & 12 October (**Note revised route**).

Other correspondence:

None

To Read:*Local Councils Update* (August 2014)**13. Finance**

Receipts & Payments for August 2014:

		£	£
Bank Balance as at 31.07.2014			14,044.28
Standing Order payments for August:			
Salaries and expenses		390.88	
Cheques to pay:			
CommuniCorp: <i>Local Councils Update</i> - renewal to Oct 2015		75.00	
P Osborne: Expenses and allowances for June to August			
Homeworking (3x£18)	54.00		
Tel (5x30p)	1.50		
Laminator & pouches	41.26		
TOTAL	96.76	96.76	
Minstead Hall: Room hire to 31/08/15 (12 x Surgery, 1 x Green Rm)		171.50	
Lee Byford: Church footpath ditch		450.00	
Total payments for August			1,184.14
Balance after payments			12,860.14

14. Protocol for filming at meetings

Draft had been previously circulated. Acceptance of draft was proposed by Cllr Andrews, seconded by Cllr Taylor and agreed by all. Clerk to post on website and to laminate a copy for display inside Surgery.

15. Update Standing Orders (31) in line with new legislation

Amendment was agreed: '*... is permitted subject to the Council's Guidance protocol*'. Clerk to amend and update on website.

16. Matters raised by Councillors

- Cllr Ferguson – some organisations are not contributing to Village website, despite prompts.
- Cllr Ferguson - has content for next Minstead Mail but no one has volunteered to assist with design. Is there still a need for a hard copy news sheet? Council felt that there is because some parishioners do not look at the website or receive e-news.
- Cllr Ferguson – heap of rubble inside field on Lyndhurst Road by Footpath 7. Clerk to write to Paul Hocking.
- Cllr Ferguson – Village notice board by cycle racks not being used. He will remove old notices.
- Cllr Glover – bus shelter by Hall is damaged. Cllr Cattell to ask Lengthsman to repair it.
- Cllr Glover – has noted several times a red vehicle speeding then braking hard on Gable Hill.
- Cllr Taylor – will try to attend next Quadrant meeting. Have NFALC meetings ceased? Cllr Andrews to make enquiries.
- Cllr Taylor – unable to save (i.e. to record) responses to electronic surveys, yet parishioners might ask how Council responded. Do survey organisations keep record? Clerk to write to Cllr Mans to ask whether responses to consultations are kept? If so, we do not need to be concerned about recording.
- Cllr Bennett – brambles on Court House footway. Cllr Cattell to ask Lengthsman to cut back.
- Cllr Cattell – Church footpath now ready for gravel. Need to investigate possibility of hiring small dumper truck. Cllr Andrews to ask NFDC if it might be possible to borrow narrow dumper truck.
- Cllr Cattell – parking outside Trusty Servant very dangerous and pub should provide some parking. Clerk to write to Mrs Lewis requesting an informal meeting to discuss the matter.

- Cllr Andrews – some dragons teeth on Village Green and at Seamans Corner have rotted. Cllr Bridle to look at them and report back at October meeting.
- Cllr Andrews – Mr Barriball has paid small amount for Village website but previously it was agreed that Council would take over the cost. Clerk to include in agenda for next meeting.

17. Date of next Ordinary meeting: Monday 6 October 2014 at 19.30

Meeting closed at 21.55