

**Parish Council**  
 Ordinary Meeting of Minstead Parish Council  
 The Surgery, Minstead Village Hall  
**Monday 3 November 2014**

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

**In attendance:** Cllr K Mans (HCC), Cllr Mrs Andrews (NFDC), P Osborne (Clerk), Ms D Wakelin.

**1. Public Participation Period**

None

**2. Apologies for Absence**

None

**3. Declarations of Interests**

Cllr Taylor - Personal Interest in Planning Application CONS/14/1134 [Item 11].

**4. To confirm the Minutes of the Ordinary Meeting held on 6 October 2014**

These were agreed and signed.

**5. Matters Arising**

None

**6. Items Ongoing**

- Parking for Trusty Servant customers: Cllr Andrews reported that the pub landlords are keen to find solutions to parking problems and will meet with him again to discuss further. **Ongoing**
- Possible defibrillator in Minstead: Cllr Bennett has information on various defibrillators. Financial support has been offered by a parishioner and Cllr Mans said he would offer £500 grant. He suggested contacting other parishes (Burley, Bransgore) that have recently purchased defibrillators. There was discussion around the wisdom of spending on an item that should get little use: Emergency 999 service uses local defibrillators but 1st Responders carry this equipment. Agreed that more research is needed, to include response time of 1st Responders. **Ongoing**
- Cleaning of telephone box at Newtown: cleaning and painting of telephone box is on Lengthsman's list of jobs. **Closed**
- Cleaning War Memorial: steam cleaning still to be done. **Ongoing**
- Bridleway 15 – consideration of grant for improvements: No progress. **Ongoing**
- Spoil from new ditch along Lyndhurst Rd (above Old Court House): Rob Millar has said he will look at this along with other jobs. Clerk to send updated list of jobs to Richard Bastow cc Cllr Mans. **Ongoing**
- Eroded edges on roads: Cllr Taylor to compile list for Richard Bastow. **Ongoing**
- Bridleway 10 Phase 2: No progress. **Ongoing**

**7. Reports from County and/or District Councillor**

Cllr K Mans (HCC)

- HCC continues to plan for reductions in financial resources: partnership work is helping generate income used to safeguard frontline services, while some services (e.g. museums) will be contracted out. Fortunately HCC has sufficient funds to be able to delay some reductions and to spend more for better quality, thereby saving in long run.
- HCC is committed to decentralisation and aims to lower the level of decision-making to local councils.

In response to a question about the non-arrival of faster broadband, Cllr Mans explained some issues around delays. He suggested that Council should write to BT, cc Cllr Mans, asking for a representative to attend a meeting of Minstead Parish Council and clarify the situation.

Cllr Mrs Andrews (NFDC)

She delivered a variety of interesting facts and figures about NFDC.

In response to a question about NFDC parking clocks, she said they cannot be used in NFDC 'tourist' car parks (e.g. along cliff top) but when purchased from Lyndhurst Community Centre are valid for up to 5 hours parking in Lyndhurst Central Car Park.

## 8. Report from Lengthsman

Email report for work during October:

- Carry out risk assessment [*Inspection report previously circulated to Council members*]
- Drainage at entrance to Furzy Garden - clean out silt from drain, rod out bunny, dig out 10 metres of ditch and fix short length of plastic piping to outlet in ditch to facilitate water flow movement. Bunny has a shallow fall.
- Inspect footpaths.

Following discussion of Inspection report, the following actions were proposed by Cllr Andrews, seconded by Cllr Bennett and agreed:

- to remove tree guards outside Village Hall and on Football Green.
- to adopt and maintain seat on cricket ground - Cllr Taylor to inform Cadnam Cricket Club of this. Cllr Cattell to ask Lengthsman to do necessary repairs.
- Clerk to write to Andrew Osman re repair of seat on Village Green.
- Cllr Cattell to ask Geoff Green if he would carry out inspection of all Council's trees.

Items owned by HCC (e.g. bridges) should be listed separately for risk assessment. They will be inspected annually by Lengthsman and Council will report to HCC on any maintenance required.

## 9. Report from Councillors' Surgeries

- Concerns expressed about inconsiderate parking opposite Study Centre and around Trusty Servant.
- Concerns about overhanging laurel trees in Church Lane that are dangerous and might impede access for emergency vehicles. Cllr Andrews to speak to landowner about cutting them.
- Complaints about new street lights that are an inappropriate style and give poor light. Since replacement Heritage style had been promised for Congleton Close and single light on Village Green, Clerk to contact HCC to ask if there is more to be done.

## 10. Reports from Parish Representatives

No reports. Query re Recycling area at Village Hall – Cllr Andrews will ask Hall Management Committee if this area is their responsibility.

## 11. Planning

### NPA Decisions

- 00649** Grovewood House. Car port to existing garage. **Grant**
- 00692** Little Skymers. Porch (re-submission of application 99077) **Grant**
- 00701** Land at Lyndurst Rd, SO43 7FX. Certificate of Lawful Retention of stables, barn and yard for recreational house keeping. **No Objections**
- 00653** SSE Depot, Malwood. Replace below-ground oil tank with new tank above ground. **Grant**

### Decision Awaited

- 00741** Land south of Thatched Cottage, Blackwater. Replacement field shelter with hay store.

### New Planning Applications

- 00791** Belwood Cottage, Emery Down. Two storey extension including balcony; single storey extension; roof alterations; replacement 3bay garage block. **Comment No 5.**
- 00807** 1 Seamans Cottage. Garage conversion to create study/store; insulation, render and rear canopy to main dwelling. **Comment No 5.**

[Cllr Mans left meeting at 20.50]

[Cllr Mrs Andrews left meeting at 20.52]

### Trees

- CONS/14/1109** Muffins. Fell and remove stumps of 2 x dead trees. [Exempt work.]
- CONS/14/1134** Hilltop Farmhouse. 2 x Yew: reduce by 40-50%.
- CONS/14/1135** Ivy Farm Cottage. Fell 2 x Leylandii, fell 1 tree, remove 2x6ft stumps.

**CONS/14/1177** The Acorns, Willow Green, Talbot Cottage. Fell 13 trees (some with honey fungus or dying); remove branches of 4 trees.

**CONS/14/1193** Wayside. 1 x Oak: reduce top by 2-3 feet, tidy epicormic growth and limb snaps, remove deadwood.

**Comment: No objections to any of these works.** Council noted that for one application the documentation available online was incomplete. Clerk to report this to NFNPA.

**12. Correspondence**

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

- PC Morant: Changes to Hants Police Safer Neighbourhood Teams will align beats to Parish Council boundaries. From April 2015 beat officer for Minstead will be PC 1416 Andy White.
- HALC: News plus updates of model regulations.
- NFNPA: Call for views on draft National Park Management Plan Update (before 19/12/2014).
- Campaign to Protect Rural England (via Cllr Mans): request to identify any brownfield sites as part of *Waste of Space Campaign*.
- NF Citizens Advice Bureau: request for grant. **Agreed £50 donation, as in previous years.**

Other correspondence:

- NFNPA: Consultation 20 October to 19 December on draft *National Park Management Plan update 2015-20*. Council noted absence in this document of views from Parish Councils and lack of mention of local cycling. Agreed that Cllr Taylor should respond, stating PC’s wish to be included. Also agreed that this matter be referred to NFALC for discussion at next meeting.
- Forestry Commission: Re project *Conserving the Forest Fringe* within Heritage Lottery Fund bid entitled *Our Past Our Future* – Invitation to send outline proposal by 7 November for participation at advisory level or as a possible lead parish.
- Navitus Bay: Information re Issue Specific and Open Floor Hearings in November/December.

To Read:

- *Clerks & Councils Direct* (November 2014)

**13. Finance**

- Receipts & Payments for October 2014:

	£	£
<b>Bank Balance as at 30.10.2014</b>		<b>16,670.47</b>
<b>Standing Order payments for October:</b>		
Salaries and expenses	390.88	
<b>Direct Debit payment: ICO</b>	35.00	
<b>Cheques to pay:</b>		
S Short: labour + reimbursement for purchase of materials for drainage of Footpath 5	502.96	
<b>Total payments for October</b>	<b>928.84</b>	<b>928.84</b>
<b>Balance after payments</b>		<b>15,741.63</b>

Proposed for payment by Cllr Andrews, seconded by Cllr Cattell and agreed.

**14. Budget and Precept for 2015-2016**

A draft budget had been circulated to Council for consideration in advance of the meeting. It was proposed by Cllr Bennett, seconded by Cllr Taylor and agreed that this draft budget be approved and that Precept plus any Allowances set at £9,500. The budget was signed by the Chairman.

**15. Administration cost of Village website**

Clerk reported that payment by Direct Debit to *1&1 Internet* is not an option for Minstead Parish Council since Clerk is neither the holder of the bank account nor a sole signatory. Therefore she will make annual payment by (personal) Credit Card and reclaim as expenses.

**16. Refurbishment of Footpath 5**

Work is progressing and should be completed this week.

**17. Quiet Lanes project – proposed trial in New Forest National Park**

Council feels this to be ill-conceived. Cllr Ferguson to respond to NFNPA.

**18. Matters raised by Councillors**

Snow plough: Cllr Bridle assured Council that it is ready for use when needed.

**19. Date of next Ordinary Meeting: Monday 1 December 2014 at 19.30**

Meeting closed at 21 13.