

Ordinary Meeting of Minstead Parish Council
The Surgery, Minstead Village Hall
Monday 7 September 2015 at 19.30

Present: Cllrs W Andrews (Chair), H Bennett, S Cattell, A Ferguson, R Taylor, D Wakelin.

In attendance: P Osborne (Clerk), Ms L Young (NFNPA), Mr T Frost, Mr R Stride.

1. Apologies for Absence

Cllr K Mans (HCC), Cllr Mrs Andrews (NFDC), Cllr G Hough.

2. NFNPA Planning Officer, Liz Young

She outlined the background to the latest amended application for Hunters Brook explaining that, on the advice of the Design Officer, the current plans mainly reverted to the earlier version which had been approved, but with addition of a basement. When asked, she said that NFNPA has no policy on basements.

3. Public Participation Period

Mr Stride expressed his concern regarding section of Blackwater Road from Blackwater to Emery Down Hall where hedges have encroached across verges to the extent that livestock can no longer get off the road. Also some dragons' teeth have disappeared. Clerk to contact Tim Lawton, HCC Highways, (cc R Bastow, R Millar, Cllr Mans, Mr Stride) to arrange site visit re overgrown hedges that are causing danger to traffic, plus missing dragons teeth.

[Mr Stride left meeting at 19.50]

4. Declarations of Interests

Cllr Ferguson declared personal interest in planning application 00502 (Item 12).

5. To confirm the Minutes of the Ordinary Meeting held on 3 August 2015

These were agreed and signed.

6. Matters Arising

- C17/A31 junction - Suggestion of *Animal Accidents* sign *[Item 10]*: Cllr Mrs Andrews not present to report back on this.

Item 12 was taken at this point before continuing to Item 7.

7. Items Ongoing

- Repairs to seat at cricket pitch: Lengthsman to report back. **Ongoing**
- Footpath/bridleway restoration work: Work on Bridleway 10 proceeds apace and we look forward to its completion. **Ongoing**
- Repair of grit bins: No progress but agreed that bin at Seamans Corner will probably serve its purpose despite being damaged. **Closed**
- Eroded edges on roads: No progress. Cllr Wakelin to raise matter at Consultative Panel meeting and Cllr Taylor at next Quadrant meeting. **Ongoing**

8. Reports from County and/or District Councillor

Neither was present.

9. Report from Lengthsman

Work done during August:

- Bull Lane footpath - cut grass and cut hedge.
- Church footpath - cut grass and trimmed back whips.
- Roadside adjacent to telephone box in village centre - cut back overgrown vegetation and removed waste material.
- Footway (opposite Old Court House) - trimmed back whips.

10. Report from Councillors' Surgeries

Parishioners have discussed planning applications; also concern expressed about absence of bins for dog waste in Minstead. Agreed to obtain notices to fix on litter bins stating that dog waste can be placed in them – Mr Rothnie, FC Deputy Surveyor, had confirmed at last meeting that this is acceptable. This information to be added to Village website.

11. Reports from Parish Representatives

- Consultative Panel: at recent meeting concerns expressed about broadband access for those beyond 1.2 km from cabinet on A31 and also about fungi picking in the Forest.
- Footpaths: currently dry. Lengthsman regularly checks drainage ditch along Church footpath.

12. Planning**NPA Decisions**

15/00527 The Splash. Orangery. **Grant**

15/00528 Talbot Cottage. Extend existing stable block to form car port and log store. **Grant**

Decision Awaited

15/00468 Pilmore Heath Farm. Stables.

New Planning Applications

15/00478 Cartref Cottage. Single storey extension; detached double garage with storage over.

Comment: No. 4 because it would impinge on neighbouring properties and the size is disproportionate. We are concerned that its size might lend itself to use not incidental to the main building and feel that the buildings proposed are not appropriate to the existing building and its curtilage .

15/00490 Ivy Cottage. Chimney alterations. **Comment: 3. This work is necessary to comply with fire safety regulations.**

15/00502 Hunters Brook. Amended plans for replacement dwelling + garage. **Comment: No. 4. The lack of a coherent policy on basements makes it conceivable that the size can be increased out of all proportion without the apparent imposition of restrictive conditions. We are concerned about the effect of the basement on subterranean water flow. If this basement is approved, any efforts by contractors to ensure minimum disruption during construction to alleviate the impact on neighbouring properties and road users would be appreciated.**

[Ms Young and Mr Frost left at 20.22]

Trees

CONS/15/0768 2 Crofton Cottages. Fell 1 x Lawson Cypress.

CONS/15/0832 Bay Tree Cottage. Prune 1 x yew, 1 x walnut.

No objections to these applications.

13. Correspondence

E-mail correspondence previously circulated:

- Hants Constabulary: notification of new quarterly publication, *Rural Times*, that provides an update on work by police and partner organisations to deal with rural issues. **Noted.**
- Neighbourhood Police: survey seeking views on what Community Policing priorities should be in local area. **Some Cllrs have already responded.**
- Came & Co: Autumn edition of *Council Matters*. **Cllr Bennett to draw up Risk Assessment for Snow Clearance.**

To Read:

- *Local Councils Update* (September 2015)
- *Clerks & Councils Direct* (September 2015)
- HALC: *Annual Review 2014-2015* + Draft Agenda for AGM on 10 Oct
- HCC fold-out information sheet: *Get involved, get informed, make a difference.*

14. Finance

- Receipts & Payments for August 2015:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31.07.2015			12,430.43
Receipts:			
Standing Order payments for August			
Salaries and expenses	427.87		
Cheques to pay:			
M Bridle: supply & fit 5 dragons' teeth at Seamans Lane	70.00	14.00	
St John Ambulance: 1 st Aid demonstration at Village Fete	115.00	23.00	
BDO: Audit fee 2014-2015	100.00	20.00	
Minstead Hall: Room Hire for PC meetings 1/9/15 to 31/8/16 + Green Room 14/07/15	190.00		
P Osborne: reimbursement of annual fee paid to 1&1 for website 25/8/15 to 25/8/16	29.88	5.98	
Total payments for August	932.75	62.98	995.73
Balance after payments			11,434.70

Payments proposed by Cllr Andrews, seconded by Cllr Bennett and agreed.

15. Approval of Audit Return 2014-2015

The audit having been satisfactorily concluded, the Annual Return was presented to Council. It was approved and accepted. Thanks expressed to Clerk for managing a successful audit.

16. Subscription renewal for *Local Councils Update*

Agreed to renew subscription (£75) for 12 months starting 1/11/2015.

17. Defibrillator in Minstead

Purchase of a defibrillator was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed. If Enterprise Inns give permission for it to be mounted on wall of Trusty Servant then Council will begin fundraising. Since use of the machine is straightforward, with step-by-step instructions given, it was felt that training in general 1st Aid should be a priority.

18. Matters raised by Councillors

- Laurel tree in Church Lane leaning into road – Clerk to ask Tree Officer to look at it.
- Contributions invited for Minstead Mail planned for end of September - include 19 December *Carols by the Green*.
- Suggestion received that telephone box at Newtown be used for book exchange – at this point BT phone line is still connected!
- Trees on left side of Seamans Lane beyond bend at Suters Cottage are growing out and forcing road users across road - Clerk to write to Mr Rothnie.
- Parking on verges outside Village Hall, rather than in car park, is becoming a problem again – Chairman suggested stringing tape along verges on Auction nights. He will speak to organisers of Auction about controlling parking.

19. Date of next Ordinary Meeting: 5 October 2015 at 19.30

Meeting closed at 21.32