

Ordinary Meeting of Minstead Parish Council
The Surgery, Minstead Village Hall
Monday 2 November 2015 at 19.30

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

In attendance: P Osborne (Clerk), Mr A Gibbons.

1. Apologies for Absence

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

2. Public Participation Period

None.

3. Declarations of Interests

None.

4. To confirm the Minutes of the Ordinary Meeting held on 5 October 2015

These had been previously circulated and were agreed and signed.

5. Matters Arising

- Ideas from parishioners for use of telephone box at Newtown [Item 9]: It was suggested that it be called the *Minstead Time Machine* and used to display mini temporary exhibitions (three months each) mounted by community groups in the village. It could also house a book exchange at the same time. Display boards and shelving would be required. Suggestions for displays to be requested in Weekly Newsletter. **Ongoing**
- Site meeting re overgrown vegetation on Blackwater Road [Item 16]: There had been no response to request for site meeting. Since the vegetation is across the verge owned by the Manor, rather than over the highway, HCC Highways is unable to clear it - but Rob Millar has said he will contact the Manor. Clerk to write to Richard Stride to explain the position and that a result is awaited. **Closed**
- Tree work on Seamans Lane [Item 16]: Emergency work completed and the willow that is collapsing outwards from the main stem will be included in FC winter working programme. **Closed**

6. Items Ongoing

- Repairs to seat at cricket pitch: Cllr Cattell to remind Lengthsman of this. **Ongoing**
- Bridleway restoration work: Application has been submitted to *Small Grants Scheme* for funding towards restoration work to a section of Bridleway 13. **Ongoing**
- Eroded edges on roads: NFALC have indicated that they do not believe they can usefully pursue this matter further so any additional action will be up to Minstead PC. No repair process has been agreed by the various parties. Meanwhile the problem is escalating with an increasing number of vehicles being damaged. This is a problem across the New Forest. Cllr Taylor to draft letter to HCC, Highways, NFNPA, Verderers, and any other potentially interested parties. **Ongoing**
- Risk Assessment for snow clearance: Cllr Bennett will circulate draft. **Ongoing**

7. Reports from County and/or District Councillor

Cllr Mans (HCC) was not present.

Cllr Mrs Andrews (NFDC) (by proxy) suggested that deaths of local people might usefully be reported within the community. After discussion it was agreed that where this information is supplied for publication, it would be included in Minstead Mail.

8. Report from Lengthsman

Work done in October:

- Grass strimming along Bull Lane footpath and Church footpath.
- Empty drain of silt at Furzey gardens.
- Carry out inspection and risk assessment of Minstead PC's structures.
- Check and report on all grit bins and contents.

Damaged grit bins have been reported to HCC by Cllrs.

Clerk to ask Lengthsman to add grit bin in Canterton Lane to his list for future inspections – bin and contents OK at present.

9. Report from Councillors' Surgeries

Nothing new raised but the surgeries should continue.

10. Reports from Parish Representatives

- NFALC - Issues covered at recent meeting included:
 - Broadband – there is frustration among the many households still unable to receive superfast broadband. Agreed that a question from Minstead PC asking for information on Wave 2 of the programme would be sent via NFALC to relevant parties in HCC.
 - Police - CS David Powell and CI Simon Tribe from Hampshire Police, invited for Q&A forum, explained that to maintain levels of service with fewer staff the Police are moving to online communication, e.g. *Hampshire Alert* notices. The emergency 999 telephone service will remain but other communication with the police is likely to become predominantly online.

Council observed that Neighbourhood Watch is a channel to the police but that in Minstead there has been no interest in revitalising Neighbourhood Watch. Problems have been experienced putting things on Hampshire Alert. Cllr Ferguson to report this at Beat Surgery.

- Bull Lane footpath – gates and posts at both ends need to be replaced. Cllr Cattell to get quotes then Clerk to apply for funding.

11. Planning

NPA Decisions

15/00490 Ivy Cottage. Chimney alterations. **Grant**

15/00468 Cartref Cottage. Single storey extension; detached double garage with storage over. **Refuse**

15/00502 Hunters Brook. Amended plans for replacement dwelling + garage. **Grant**

Clerk to contact Steve Avery to ask if PC could see proposals and comment on them before a decision is reached (Conditions 9, 11, 12)

15/00641 (Listed Building Consent), **00642** Yew Tree. Single storey extension; extension to garage to create car port; replacement shed; external and internal alterations. **Grant**

Decision Awaited

15/00468 Pilmore Heath Farm. Stables.

New Planning Applications

15/00774 Little Thatch. One and two storey extensions. **Comment No 3 because it represents a significantly better solution than the permitted development.**

Trees

CONS/15/1049 Yew Tree Cottage. Prune 1 x Oak. **Clerk to respond that it is not possible to comment due to lack of an informative plan on NFNPA website.**

12. Correspondence

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

- NALC: request for nominations from Larger and Smaller councils to join NALC Committees.
- MIND: Guide for creating a dementia-friendly community.
- Cadnam Cricket Club: 2015 Record of fertiliser applied on Minstead cricket pitch.
- HCC: draft *Walking Strategy* for public consultation until 7/12/2015. **Cllr Taylor will draft response.**
- Bournemouth Water: notification of planned work in Minstead to replace old mains pipes with plastic pipes.

To Read:

- LCU (October, November 2015)
- NFNPA Park Life (Autumn/Winter 2015)
- Clerks & Councils Direct (November 2015)

13. Finance

- Receipts & Payments for October 2015:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30.09.2015			15,330.49
Receipts:			
Standing Order payments			
Salaries and expenses	427.87		
Direct Debit payment			
ICO: Data Protection Registration renewal to 1/11/2016	35.00		
Cheques to pay:			
Brockenhurst College: Minstead Mail x300	75.00		
Total payments for October	537.87		537.87
Balance after payments			14,792.62

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

14. Budget and Precept 2016-2017: to agree draft budget and set Precept

A draft budget had been circulated to council members for consideration in advance of the meeting, with explanations of some of the figures.

Council agreed staff salaries for the next financial year.

It was proposed by Cllr Ferguson, seconded by Cllr Taylor and agreed that the draft budget be approved and that the Precept plus any allowances remain at £9,500, with the caveat that it may be necessary to increase it next year.

15. Defibrillator in Minstead

No progress on this. Cllr Bennett will continue after Christmas when she is back from holiday. So far there have been no suggestions for fund raising.

16. Matters raised by Councillors

- Roadside hedge along Footway (opposite Old Court House) needs cutting: Cllr Cattell has quote of £60 from contractor for this work. Agreed to go ahead.
- Church Close hedge (Church Lane) to be cut along roadside face, not top: Cllr Andrews reported that NFNPA will pay for this. He will inform residents opposite.
- Cycling Strategy: Cllr Taylor is awaiting response from Mark Holroyd (NPA) on the next step in developing the Cycling Strategy – Minstead is a lead organisation in this.
- Rationale for *Village Design Statement*: Cllrs Ferguson, Taylor and Hough will talk to parish councils who have statements and to NFNPA to find out the benefits of having a *Village Design Statement* that are not covered by NFNPA *Design Guide*. However, they cannot proceed with this line of research until revised *Design Guide* (currently work in progress) is published. Meanwhile they will continue to investigate. It was emphasised that should it be decided to produce a *Village Design Statement*, this would be done by a separate Steering Group, NOT Parish Council.
- Suggestions requested by NFNPA for content of revised local plan and design guide prior to the formal consultation process which starts in January. - agreed to suggest that basements and outbuildings should be included. Clerk to do this.
- British Legion Commemoration – will be at Minstead War Memorial on 11 Nov at 11.00.

- LIDAR Project: Message from Cllr Sally Arnold (not present) encouraging people to visit the exhibition at the New Forest Centre. LIDAR (**L**ight **D**etection **A**nd **R**anging) technology provides valuable information for land management, grazing schemes and stream restoration projects; it also helps to identify the remnants of old river systems.
- NALC Survey nearing deadline - comments to Cllr Taylor, please.

17. Date of next Ordinary Meeting: 7 December 2015 at 19.30

Meeting closed at 21.21