

Ordinary Meeting of Minstead Parish Council

The Surgery, Minstead Village Hall

Monday 1 February 2016 at 19.30

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

In attendance: Cllr Mrs Andrews (NFDC), P Osborne (Clerk).

1. Apologies for Absence

Cllr K Mans (HCC)

2. Public Participation Period

None

3. Declarations of Interests

Cllr Ferguson declared a personal interest Item 5, bullet 1.

4. To confirm the Minutes of the Ordinary Meeting held on 4 January 2016

These had been previously circulated. They were agreed and signed.

5. Matters Arising

- Conditions for granting work at Hunters Brook (application 15/00592): Apology had been received from Steve Avery (NPA Executive Director Strategy and Planning) for failing to send proposals for meeting conditions prior to their agreement as had been promised. He supplied information on method of excavation of basement and arrangements for: surface water storage, removal of material, location of the various on-site storage compounds, reducing the transfer of mud onto the highway. He also said that the storage location of excavated material would be monitored. However, council remains concerned that some conditions are not being met. Particular concerns expressed were: that work started before conditions were agreed, lack of monitoring, unsocial working hours (starting before 7am), position of the dig, rubble heap not cleared. Neighbours have tried and will continue to contact owner. Council agreed to raise the issue in general terms with Steve Avery at Quadrant meeting on 9 February. **Ongoing**
- Litter Blitz: Clerk is organising the *Clean for the Queen Litter Blitz* (prior to her 90th birthday) in Minstead to take place on 5 March. Volunteers needed. Please meet outside Village Shop at 10.00 with gloves and hi-viz jacket. NFDC is providing pickers and sacks. **Ongoing**

6. Items Ongoing

- Blackwater Road - overgrown vegetation and missing dragons' teeth: Cllr Cattell has tried to contact Mr Stride but unsuccessfully. Will keep trying. **Ongoing**
- Restoration work to Bridleway 13: Council represents its parishioners so needs an informed decision from residents on this matter; but none has been forthcoming. It was agreed to invite residents to meet the council on Monday 29 February to decide what, if anything, should be done. Council agreed to pay room rent and Clerk to write to residents, cc John Cartwright (Countryside Access). Clerk to ask John Cartwright if he has received any input from other protecting bodies. **Ongoing**
- Replacement of gates and posts at both ends of Bull Lane footpath: Temporary work has been done. Council considered accessible gates but steps at bottom of this path make it unsuitable for disabled access. Replacement gates and posts will cost £1,200. Cllr Mans has promised to contribute. Chairman will ask if a greater contribution might be available. It was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed, that quote from RTS be accepted, with balance not covered by grant from Cllr Mans to come from Council funds. **Ongoing**
- Eroded edges on roads: Cllr Taylor to consult Cllr Arnold as to whether HCC could be asked to clarify at next Quadrant meeting the position regarding responsibility for strip 1m either side of metal road; and also might they be invited to view problem in Minstead. **Ongoing**

7. Reports from County and/or District Councillor

Cllr Mrs Andrews (NFDC)

- New CEO Bob Jackson will continue with restructuring - Section Heads now reduced to 4 – therefore some redundancies. Frontline services not affected.

- Planning permission granted for 35 new-build council flats in Calmore to be fully funded by NFDC.
- Looking for volunteers, 'Digital champions', to help with computing.

Cllr Mrs Andrews said she would donate at least £200 towards Minstead defibrillator from her Cllr Community Grant.

8. Report from Lengthsman

Mr Short reported (by email) work done in January:

- Church footpath - new channel dug and cleared ditch adjacent;
- Checked drains at various locations for blockages.

Cllr Cattell to ask him to trim branches obscuring road sign near Duells Farm. Also to extend ditch alongside Church footpath.

9. Report from Councillors' Surgeries

Nothing to report.

10. Reports from Parish Representatives

- NFALC meeting:

- NFDC revised housing figures in the new local plan are likely to impact significantly on the area surrounding the National Park.
- Insufficient information from NALC on Audit Procurement for Smaller Councils to permit an informed decision to be made.

Cllr Taylor will liaise with Clerk re response to HALC with request to pass to NALC and SAAA Ltd. In the absence of information, Minstead Parish Council is likely to stay with SLB.

- Minstead Mail in draft to publish during February.
- Hall Management Committee: refurbishment programme - Green Room now completed with hanging of Hall history; Wifi upgraded to 38Mb, now needs passcode; major work in Old Surgery due to start in March for up to six weeks, so PC meeting on 4 April will be held in back room at Social Club; Main Hall will have new (LED) lighting, floor sanded and sealed, baby changing facilities in Disabled toilet. There are new forms on website for bookings and enquiries.

[Cllr Mrs Andrews left meeting at 21.10]

11. Planning

NPA Decisions

- 15/00937** Cosy Hollow. Application to vary condition 1 of planning permission 11/96120. **Grant**
- 15/00902** Fylingdale. Replacement outbuilding; detached 2 bay garage and carport. **Grant**
- 15/00732** Castle Malwood Lodge. Retention of lamp post + addition of lantern. **Grant**

Decision Awaited

- 15/00942** Foxs Hill, Peartree Lane. Agricultural building; hardstanding.
- 15/00774** Little Thatch. One and two storey extensions.

New Planning Applications

- 16/00003** My Way. To extend current approval for bungalow, bin and cycle store to replace existing mobile home (13/98297). **Comment No. 3: Precedent has already been set.**

Trees

TPO/16/0009 Manor Farm. Prune 2 x Oak. **No details supplied of work to be done so Cllr Cattell to speak to owner.**

R14/15/16/0002 Castle Malwood Park Farm. Fell/remove 1 x fallen Oak; prune 1 x Oak. (Wind-blown Oak has fallen and damaged second Oak which has been pruned to make safe.) **Work completed.**

12. Correspondence

E-mail correspondence previously circulated:

- HALC: Provision of service for planning queries (trial period 3 months).
- Lyndhurst Parish Council: traffic problems on all routes through Emery Down - Lyndhurst Cllrs will attend Minstead PC meeting on 7 March. **Clerk to ask for written notification of their expectations from the meeting.**

To Read:

- Clerks & Councils Direct (January 2016).

13. Finance

- Receipts & Payments for January 2016:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31.12.2015			13,970.88
Receipts:			
Cadnam Cricket Club: Rent for cricket ground 2014, 2015			160.00
Anonymous donation towards defibrillator			2.00
Standing Order payments			
Salaries and expenses	427.87		
Cheques to pay:			
Minstead Village Shop: Electricity for Christmas tree lights	60.00		
Forestry Commission: Rent for cricket ground 2014, 2015	160.00		
WEL Medical Ltd: Defibrillator	841.75	168.35	
Total payments for January	1,489.62	168.35	
Balance after payments			12,474.91

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

14. Audit Procurement

See Item 10 bullet 1 (NFALC) above.

15. Defibrillator in Minstead

Defibrillator has arrived and 26 parishioners attended one of two training sessions run by Ambulance Service. There are currently no 1st Responders in Minstead so volunteers are needed. Yellow cabinet for defibrillator has been ordered. Fundraising suggestion: an *All Day Breakfast*. Some donations have already been received.

16. Annual Parish Assembly (16 March 2016)

Green Room booked. Agreed topic: *What do you want from your PC and what can we do?* Clerk to purchase cheese and bread for afterwards when bar will be available.

17. Celebrations for Queen’s Birthday

Agreed to light a beacon on 21 April if high field on Furzey Lane is available. Cllrs Cattell and Taylor to organise this.

18. Additions to Village website

There have been improvements to the website. Cllr Ferguson made a request for new photos (events etc).

19. Icy roads in Minstead

Minstead Study Centre had requested grit spreading on Newtown Road in icy conditions. HCC Highways has agreed to include this road in their gritting route.

20. Update on Minstead Cricket Ground

A request for information from Valuation Office Agency required the Clerk to investigate the licence agreements and fees relating to the Cricket Ground:

- Forestry Commission (FC) Licence for use as cricket ground is 25 years, 1996 – 2021, annual fee to be reviewed every 5 years. [Fee was NOT reviewed for 2011 nor for 2016, so remains at £80 p.a.]
- Minstead Parish Council (MPC) Licence Agreement with Cadnam Cricket Club (CCC) for use of Cricket Ground and Pavilion is on 5-year basis from 1998 and has been renewed from 1 January 2013. CCC pays to MPC the fees charged by FC plus NFDC Council Tax. The Club has recently confirmed that septic tank is emptied every year - although old, it does not pollute so remains usable. CCC is responsible for services used. They use the pitch 17 times per year. MPC should appoint two representatives and those to be invited to CCC Committee meetings.

Clerk to write to FC to suggest consideration of Licence renewal in 2021 - can we assume terms will remain same? Chairman thanked Clerk for her work on this.

21. Matters raised by Councillors

- SpeedWatch: Coordinator needed. Include request in Weekly Bulletin for volunteers for APA 1st Responders and Speedwatch.
- Parish Council AGM on 9 May: Clerk will be absent. Cllr Bennett to take minutes.
- Ice on Running Hill exit to A31: Clerk to report to R Bastow with request to pass to Highways Agency.
- Surface water (blocked drain) on the hill down from Old Courthouse to the junction Newtown Rd/Lyndhurst Rd: Cllr Cattell to speak to Rob Millar.
- A resident at Canterton reported oil on road (from a crane) that was leaking into duck pond. He has written to several authorities.
- Recent fly-tipping on Footpath 7, track alongside Malwood House to A31. Response received when this was reported to Forestry Commission was that it is responsibility of landowner, Minstead Manor. But Forestry Commission used to clear litter here. Clerk to copy correspondence to Bruce Rothnie and ask if this is new policy.
- In view of recurrent fly-tipping on section of Footpath 7, track alongside Malwood House to A31, should this track be closed? Who uses it? Brief discussion with one strong advocate for keeping it open. No decision.

22. Date of next Ordinary Meeting: 7 March 2016 at 19.30

Meeting closed 22.14