

Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 5 June 2017 at 19.30

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

In attendance: P Osborne (Clerk), Mr & Mrs Nicholson, Cllr Edward Heron (HCC)

1. Apologies for Absence

Cllr W Andrews, Cllr Mrs Andrews (NFDC).

2. Public Participation Period

Mr & Mrs Nicholson offered to keep an eye on the newly acquired telephone kiosk in the village centre.

3. Declarations of Interests

Cllr Ferguson declared a personal and prejudicial interest in item 10: planning application 17/00385.

4. To confirm the Minutes of the Annual General Meeting held on 8 May 2017

These had been previously published and were agreed and signed.

5. Matters Arising

- Problems with parking in village centre [Item 11]: Ongoing.
- Fence on Footpath 7 [Item 19]: Lengthsman to see if he can repair broken fence and report back.

6. Items Ongoing

- Defibrillator refresher training: Booked for Thurs 13 July, 11.00 – 12.30 in Green Room, maximum 20 people. Staff at Village Shop and Trusty Servant will have priority booking (Cllr Hough to get numbers), then Minstead parishioners; any remaining places to be offered to Bramshaw residents. Publicise in Weekly eNewsletter. **Ongoing**
- Village name signs: Cllr Hough has quotes e.g. £232.26 inc VAT but excluding fitting for a sign similar to existing HCC damaged sign. Would require approval from Highways. Cllr Heron said that HCC might replace the existing sign and he will check this. Await his reply. **Ongoing**
- Rubbish outside section of original wall around Castle Malwood kitchen garden: Rubbish has been removed leaving only a barrier and a plastic sack. These will be moved inside gate. **Closed**
- Adoption of telephone kiosk in village centre: Now completed. Suggestion received from a parishioner that the kiosk be used for displays relating to Sir Arthur Conan Doyle and that it be moved onto the Village Green. Council approved its use for Conan Doyle but not its removal to Village Green. Clerk to reply to parishioner. **Ongoing**
- Blocked storm drain opposite Two Pictures: A job has been raised by Highways for road closure and the cleaning of the blockage. It should be done before end of June. **Closed**
- Eroded edges on roads: Some back-filling done on School Lane towards Study Centre. On New Road new gravel is being washed out. **Ongoing**

7. Reports from County and/or District Councillor

Cllr E Heron (HCC) reported that with £270m cut in budget, HCC has become a self-service organisation: Rights of Way and Highways have online reporting.

In response to a question, Cllr Heron said he would enquire about placing footpath signs at ends of footway opposite Old Court House to raise awareness of the path.

He also will pursue possible signage at both ends of Mill Lane indicating route unsuitable for large vehicles. This had been suggested by Joint Working Party on Traffic Issues (reported in Minstead Parish Council Minutes of meeting 7 November 2016, item 11.)

He was asked how the *Reporting Rural Crime* joint Police/HCC venture will work. He will enquire.

Cllr Mrs Andrews (NFDC) was not present.

8. Report from Lengthsman

Work done in April:

- Footpath 9 - strim grass on footpath - this month particular attention to avoid bluebells.

- Footpath 4 - trim grass, cut back whips then clean path of cuttings.
- Footpath 5 - trim grass, cut back whips then clean path of cuttings.

Work done in May:

- Footpath 4 - trim grass, cut back hedge and whips; clean path of cuttings.
- Footpath 5 - trim grass and cut back whips.
- Footpath 9 - trim grass, cut back hedge.

9. Reports from Parish Representatives

- Police – if any councillor can attend Beat Surgery this month please raise two issues with Police Officer: *Rural Times* is not readable (print too small); what is the new free app *Self Evident*?
- Consultative Panel – recent meeting included:
 - (i) Presentation from Wing Commander Steve Bell, RAF Odiham addressing low flying in the area and highlighting their *Be Seen Be safe* campaign. [This to be included in Minstead Mail.]
 - (ii) Update on progress of *Local Plan Review* and *Forest Design Plan*.

10. Planning

Decisions

17/00166 and 00167 LBC Pear Tree Cottage, Emery Down. Single Storey rear extension. **Grant**

17/00227 High Trees. Single storey rear extension; roof alterations to facilitate additional 1st floor accommodation.

17/00231 The Lodge, Malwood. Creation of access; entrance gates (*amended description*). **Refuse**

17/00269 Canterton Manor Farm. Single storey extension; alterations to fenestration; partial demolition of main dwelling. **Grant**

17/00251 Castle Malwood Park Farm. Application under General Permitted Development for siting, appearance and design of agricultural building. **Details Not Required (Prior)**

17/00120 and 00121 (LBC) Malwood Walk House. Single-storey extension; detached garage (demolish existing); associated landscaping and patio. **Grant**

Decision Awaited

17/00223 Talbot Cottage. Application to remove Condition 3 of permission 15/00528 to allow retention of 1 velux window to garage + minor material amendment.

New Planning Applications

17/00385 Bay Tree Cottage. Stable block; extension of driveway. **Comment No 4 because (a) impact on neighbouring properties (b) boundary is not a true record since front is Manor Waste and open to grazing animals (c) manure waste is of concern. [Amended plans were received the following day showing accurate boundary. Also revised Parish Briefing. Further discussion on this next meeting.]**

17/00411 Chalford Manor. 2 x single-storey extensions; glazed links; external alterations including solar panels; render. **Clerk to ask Planning Officer for clarification on previous application 13/99107: whether or not it was completed and if so why is it not shown on plans? To ask also why is there no mention of Design Guide? Defer to next meeting.**

Trees

CONS/17/0446 Land to West of Minstead Hall. Prune 2 x groups of holly and hazel to form hedge. **No objections.**

11. Correspondence

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

- HALC: support request for LGC/NALC supplement survey.
- Invitation to *Campaign for National Parks* and *National Park Societies* conference, 12-14 Oct 2017.

To Read

- *LCU May 2017 and June 2017; Clerks & Councils Direct May 2017; First (June 2017).*

12. Finance

- Receipts & Payments for May 2017:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30 April			11,994.85
Receipts:			
HMRC: VAT refund for payments 2016-17			87.08
Standing Order/Direct Debit payments			
Salaries and expenses			458.90
Debit card payment			
Cheques to pay:			
Lee Byford: Repairs to Footpath 9			200.00
W G Andrews: Chairman's Allowance			230.00
Came & Company: Insurance renewal to 31/05.2018			416.75
Total payments for May			1,305.65
Balance after payments			10,776.28

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

[Mr & Mrs Nicholson left at 20.32]

13. Community Resilience

Cllrs Bennett and Wakelin are working on an Emergency Plan, to highlight risks to Minstead and identify those at risk, and develop an action plan to manage risk in an Emergency.

14. NFNPA North East Quadrant - Election of Parish Representative

There were three candidates. Councillors voted and their unanimous vote was entered on the official ballot paper. Clerk to return the ballot paper.

15. Matters raised by Councillors

- A parishioner has sent word that he is looking after the two peacocks that have been in the Seamans Lane area for some time.
- No reply from HCC re Broadband query re Wave 2, but efforts ongoing to clarify the situation.

16. Date of next Ordinary Meeting: 3 July 2017 at 19.30

Meeting closed at 20.51