

Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 3 July 2017 at 19.30

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

In attendance: P Osborne (Clerk), Cllr Mrs Andrews (NFDC), Shaun Dale (BT Openreach), Glenn Peacey (HCC)

Council congratulated Cllr Richard Taylor on his election to NFNPA as Parish Representative for North East Quadrant.

1. Apologies for Absence

None.

2. Public Participation Period

Mr Peacey and Mr Dale reported on the upgrading of Superfast broadband coverage which by end of 2019 should include most postcodes in Minstead. There will be BT and HCC part-funding to assist those not covered with alternative access to superfast broadband. Councillors will produce and send to Mr Peacey and Mr Dale a list of properties in the parish together with postcodes.

[Mr Dale and Mr Peacey left at 20.20]

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 Ordinary Meeting held on 5 June 2017

Minutes had been previously published and, with an addition to item 13, were agreed and signed.

5. Matters Arising

- Update on Broadband Wave 2: See item 2 above.

6. Items Ongoing

- Parking in village centre: **Ongoing**
- Fence on Footpath 7: Our Parish Lengthsman has inspected the damaged fence. He will put in a post and close the gap with similar wooden fence rails. **Ongoing**
- Defibrillator refresher training: Booking for training arranged 13 July has been poor. Cllr Mrs Andrews will invite Bramshaw WI members. **Ongoing**
- Village name signs: Awaiting response from Cllr E Heron re replacement of signs by HCC. **Ongoing**
- Conversion of K6 phone kiosk near Village Green: Some parishioners have formed a working group for converting the kiosk and sent a written report of progress with plans for its use for displays relating to Sir Arthur Conan Doyle. Council requested that they report on all plans and make no structural alterations unless previously agreed by the councillors. It was emphasised that the box must remain in situ. Cllr Cattell has inspected the door and thinks that the rot at the bottom might be repaired with filler. **Ongoing**
- Eroded edges on roads: **Ongoing**

7. Reports from County and/or District Councillor

Cllr Edward Heron (HCC) was not present. He hopes to attend four meetings each year at each of his parishes – Minstead PC next attendances 4 September and 6 November.

Cllr Mrs Andrews (NFDC) reported:

- Her recent activities on behalf of NFDC – with *Community 1st New Forest* and with *Citizens Advice Bureau*; also her inspection of public conveniences.
- Charitable support organisations such as *Community 1st* and *CAB* are moving from face-to-face to online advice, a change that is being resisted by some of the older volunteers.
- Bramshaw PC has new Chairman.
- Copythorne PC has relinquished to NPA responsibility for plans for new housing.

8. Report from Lengthsman

He reported that with good growing weather he had strimmed grass and cut back whips/hedge on Footpaths 4, 5 and 9. In addition he had cut back the brambles encroaching on the Footway opposite Old Court House. In all cases he removed cuttings afterwards.

9. Reports from Parish Representatives

- Police – PCSO Williams had passed on Council's comment re problems reading *Rural Times* (small print). Next Beat Surgery on 22 July.
- NE Quadrant – At recent meeting subjects included:
 - *NF Green Halo* - involves many organisations.
 - Researching Historic Routes through NF.
 - Revised *New Forest Local Plan* for new housing.
 - *NFNPA Recreation Management Strategy*.

Next meeting will be at Minstead. Parish Council will pay for room hire.

- Footpaths – all look good.
- Hall Management – some changes in committee members.

10. Planning**Decisions**

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

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. **Grant**

17/00388 Land at Newtown Road. Determination as to whether Prior Approval is required for the siting of a 234m underground duct and 2 No. underground joint boxes. **Raise objections**

New Planning Applications

17/00385 Bay Tree Cottage. Stable block; driveway; gate; vehicular access (*amended plans*). **Comment No 4 because: (a) Inappropriate over-development of the site and nuisance to neighbours in contravention of NPA's Recreational Horse-keeping Strategy; (b) Close proximity to Grade II listed building. This parish council suggests that the applicant's requirements would be better served by erecting a temporary structure on land she rents for grazing.**

17/00411 Chalford Manor. 2 x single-storey extensions; glazed links; external alterations including solar panels; render. **Comment No 1.**

17/00469 Fleetwater Farm. Conservatory. **Comment No 2 because we agree with Conservation Officer that there is a concern with its design, form and siting – it is not considered to best preserve the character and appearance of the dwelling or the conservation area and is therefore not in-line with Policies DP1, DP6 and CP7 of the New Forest National Park Core Strategy and Development Management Policies (DPD).**

Trees

CONS/17/0454 Greys Farm. Fell 1 x fir tree. **No Comment.**

11. Correspondence

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

- Long grass by A31 - road safety issue: letter from parishioner to Police and Cllr E Heron re long grass compromising visibility for drivers turning onto A31 at cattle grid 4. **Grass on verges now cut.**
- NFDC: *New Forest Green Halo* Briefing, Appletree Court 19 July.
- NFNPA: *Recreation Management Strategy* consultation 19 June - 13 August.
- NFNPA: *New Forest National Park Local Plan* - review consultation 14 June - 26 July.
- Forestry Commission: Consultation on *New Forest Design Plan* – respond before 31 July.
- HCC: Changes to *Countryside Access Small Grant Scheme*.

- NFDC: Emergency Planning Advice.

To Read

- *LCR Summer 2017; Forest Matters Spring/Summer 2017, Clerks & Councils Direct July 2017.*

12. Finance

- Budget report for 1st Quarter: This had been published before the meeting. There were no queries. Thanks were expressed to Clerk.
- Receipts & Payments for June 2017:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31 May			10,776.28
Receipts:			
NFDC: Cllr Mrs Andrews' Community Grant for drainage of Footpath 5			100.00
Standing Order/Direct Debit payments			
Salaries and expenses	458.90		
Debit card payment			
Cheques to pay:			
HMRC: PAYE for Clerk & Lengthsman for 1 st Quarter	330.80		
P Osborne: Admin expenses for April, May, June	32.25		
Total payments for June	821.95		821.95
Balance after payments			10,054.33

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

13. Arrangements for Annual Ragwort Pull

Not much ragwort so no organised pull this year. But during week of 17 July individuals to do their own patch and dispose of pulled ragwort in rubbish sacks.

14. Review of Parish Council Regulatory Documents

All documents were reviewed. Two updates were made to the Risk Assessment. No amendments to other documents.

15. Insurance

- Documentation for renewed insurance policy: This had been circulated and was agreed to be satisfactory.
- Cover required for telephone kiosks: Since both kiosks are insured against loss and damage until policy renewal (May 2018) it was agreed to defer a decision until next Spring.

16. Community Resilience

Work on the Emergency Plan is ongoing.

17. Matters raised by Councillors

- There had been a suspicious incident recently at Acres Down car park and in the same area cars were broken into (at Acres Down House and car park). An email alert to be sent out to parishioners.
- Faulty link on Minstead website to Register of Councillors' Disclosable Interests – Cllr Ferguson will fix it.

18. Date of next Ordinary Meeting: 7 August 2017 at 19.30

Meeting closed at 21.35