

**Meeting of Minstead Parish Council**

Minstead Village Hall

**Monday 6 June 2016 at 19.30****Present:** Cllrs S Cattell (Chair), H Bennett, A Ferguson, G Hough, R Taylor, D Wakelin,**In Attendance:** Cllr Mrs Andrews (NFDC), Mrs P Osborne (Clerk), Cllr A Trend (Lyndhurst PC), Cllr G Bisson (Lyndhurst PC), Cllr S Arnold (NFNPA), PCSO R Williams, Mr R Arnold, Mr W Dibben, Mrs M Dibben, Mrs W Johncey, Ms B Stone.**1. Apologies for Absence**

Cllr W Andrews.

**2. Public Participation Period**

Cllr Trend and Cllr Bisson raised Lyndhurst council's concerns about the increasing traffic problems on roads through Emery Down, roads that are partly within Minstead parish. Mr Dibben agreed. It was decided to form a joint Lyndhurst/Minstead working party to look at problems and possible solutions: Minstead Cllrs Bennett, Taylor and Wakelin volunteered for this along with Lyndhurst Cllrs Bisson and Trend.

*[Cllrs Trend and Bisson left meeting at 19.38]*

Mrs Johncey and Ms Stone voiced their concerns about drivers who speed through Minstead with little consideration for others or animals. In response PCSO Williams said he would be encouraging Speedwatch in his area (which includes Lyndhurst and Minstead) and would aim to follow-up with police checks. A further request for Speedwatch volunteers will be included in next Newsletter.

*[Mr & Mrs Dibben, Mrs Johncey, Ms Stone left meeting at 19.50]*

PCSO Richard Williams introduced himself. He works with PC Steve Norris and has been tasked with eliminating problems of inappropriate behaviour in car parks on outskirts of Minstead. Please report any incidents. Only specialist officers can deal with the offenders but he is arranging group activities (e.g. litter-picking, running) that involve parking in car parks. He also would like to revive Speedwatch and will ask for volunteers in other areas to help.

*[PCSO Williams left meeting at 20.20]*

Cllr Sally Arnold reported on NF North East Quadrant 2016 – report attached as Appendix.

**3. Declarations of Interests**

None.

**4. To confirm the Minutes of the Annual Meeting held on 9 May April 2016**

These had been previously published and were agreed and signed.

**5. Matters Arising**

- Overgrown hedge at Forest Verge: This has been cut by members of parish council. Thanks to all volunteers.
- First Responders: Response received from Ian Jones (SCAS) that it would be difficult to restrict area for Responders to only Minstead. There has been no response to request for volunteers – appeal will be repeated in Weekly Newsletter.

**6. Items Ongoing**

- Muddy section on Footpath 9: If still not dealt with, Cllr Cattell will follow-up. **Ongoing**
- Blackwater Road - overgrown vegetation and missing dragons' teeth: Newly formed working party (see Item 2 above) will investigate. **Closed.**
- Eroded edges on roads: Cllr Taylor will send round information from NFNPA. **Ongoing**

**7. Reports from County and/or District Councillor**

Cllr Mans (HCC) was not present.

Cllr Mrs Andrews (NFDC) reported that NFDC is unhappy with the boundary consultation for County seats. The revised proposals for this area would join together Copythorne North and South and other parishes. This would mean that Minstead would be in one of the largest County seats in England - a huge area of land stretching from Ower to Martin and Rockbourne in the west. Seeing our HCC representative at Parish meetings may well be a thing of the past. NFDC propose to write to the MPs in

the area and ask them to make representation of our displeasure, especially as the Commission seem not to take any notice of our representations.

The Devolution revolution continues and at this moment in time it is impossible to say what the future holds for us or in what direction NFDC will proceed.

Minstead Parish Council asked that she report back to NFDC its concerns that, with energies focussed on proposals for devolution and boundary revisions, front-line services are being neglected. It was agreed that the council would write to HCC under the chairman's name to express similar doubts about devolution/boundary changes diverting attention from front-line services.

## 8. Report from Lengthsman

Work done in May included:

- Rub down, clean and paint white barrier opposite Ivy Cottage Farm, Lyndhurst Rd.
- Full spring cut.
- Bull Lane foot path - full strimmer-cut plus hedge.
- Church foot path - full strimmer-cut.

## 9. Report from Councillors' Surgeries

Leaking manhole between Dunbridge Cottage and 3 Compton Cottages has been investigated by Southern Water but was found to be storm water, not sewage. Clerk to write to HCC. *[Information received after meeting from Cllr Andrews that he reported to HCC on 31 May and that HCC are now further investigating their options for action to both clear the blockage & re-construct the manhole.]*

## 10. Reports from Parish Representatives

- Consultative Panel - All documents from meeting are on website. Cllr Wakelin to circulate link.
- Police – a book was removed from PC telephone kiosk at Newtown, pages strewn around the green and then set light to.
- Junior Minstead – they will do display for telephone box. It was suggested they prepare it now as the first display. They have said they would like a playground and tennis court but it was explained that the parish council owns only the Village Green plus triangular gravel area alongside so cannot provide such facilities.

## 11. Planning

### NPA Decisions

**15/00774** Little Thatch. One and two storey extensions **Grant**

**16/00161** Toms Lane Corner. Workshop /stable block + driveway. **Grant**

**16/00223** Fishpond Piece, Application for a Certificate of Lawful Development for existing use of dwelling in breach of Condition 1 (Agricultural Occupancy) of planning permission NFDC/91/48438.

**Not deemed lawful**

**16/00192** Perry Dees. Addition of dormer and Velux roof lights; Replace roof tiles. **Grant**

### Decision Awaited

**16/00103** Land opposite The House in the Trees. Manege.

**16/00301** The Old Cottage. Swimming pool and decking surround + fence and gate.

## 12. Correspondence

To Read:

- Local Councils Update (June 2016)

## 13. Finance

- Receipts & Payments for May 2016:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 30 April</b>			<b>13,151.02</b>
<b>Receipts:</b>			
Funds raised from Minstead's EU Referendum debate			350.00
VAT refund (2015-2016)			577.70

<b>Standing Order payments</b>			
Salaries and expenses	441.60		
<b>Cheques to pay:</b>			
J K Murray: Internal Audit fee	155.00		
W G Andrews: Chairman's Allowance	225.00		
<b>Total payments for May</b>	<b>821.60</b>		
<b>Balance after payments</b>			<b>13,257.12</b>

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

- Minstead Parish Council Debit card for use by Clerk for online transactions that require payment by card: This was agreed. Cllr Ferguson, as a signatory, will telephone Lloyds Bank to arrange this.

#### 14. Report from Internal Audit

Letter received from Mr Murray following his completion of Internal Audit had been circulated to all members. The Audit was satisfactory. Thanks were expressed to the Clerk for her work.

#### 15. Fundraising to recoup defibrillator costs

Village Fete is next event. Junior Minstead had asked if they could fundraise for themselves at the fete - yes, and from money raised they could contribute to defibrillator if they wish.

#### 16. Review of Minstead Council regulatory documents

All documents reviewed with no amendments required except:

*Health & Safety* (Cllr Taylor still to do); *Financial Regulations* – NALC has produced a new updated model document which Clerk has customised. Clerk will circulate draft for approval when arrangements have been completed for debit card (see Item 13 above).

#### 17. Finger post to Church at Lyndhurst Rd/Church Lane junction

It had been reported by a parishioner that the sign has weathered and possibly warrants attention. Cllr Cattell will look at it and, if he thinks it appropriate, will ask Lengthsman to clean the sign to make it easier to read.

#### 18. Matters raised by Councillors

- Trees have recently been felled at Fleetwater Farm and Malwood Lodge - Clerk to report to NFNPA.
- New fence erected on Bull Lane that is outside property boundary and restricting the width of road – Cllr Taylor to speak to owners of property.
- Seamans Lane: two posts have been installed on verge outside Hazel Hill Cottage, possibly because the hedge opposite (outside North Lodge) is overgrown and causing an obstruction. North Lodge is currently empty and for sale. Cllr Taylor to contact Estate Agent with request that they pass a letter to owner (stating urgent requirement to cut hedge).
- Re-instating of verges following works by public utilities – Cllr Ferguson to include in Weekly Newsletter a synopsis of assurance by Bournemouth Water that when they have restored verges that are their responsibility they will arrange a site meeting with Council and Hampshire Highways to discuss any other areas of concern. It should be noted that, Minstead being in a Conservation Area with considerable protected status, there are strict limitations of what can be done to restore verges, e.g. no sowing of grass seed. Cllr Cattell has spoken with contractors who are about to dig trench across Village Green, insisting that they first remove turf for replacement on completion.
- Bridleway 13 – Two residents replied to final letter from Chairman. As stated at meeting with residents in February, parish council will cut overgrown vegetation in September and will approach Natural England re possible measures to protect grass triangle bordering C17.

#### 19. Date of next Ordinary Meeting: 4 July 2016 at 19.30

Meeting closed at 21.16

## APPENDIX

### REPORT FROM NORTH EAST QUADRANT – 2016

by Cllr Sally Arnold

The first phase of 'Our Past, Our Future, Heritage Lottery Fund scheme commenced with 17 volunteers attending a hedge laying course and sessions in traditional Forest building techniques. Other volunteers are busy recording fascinating documents and photographs of local history.

Meanwhile the National Trusts Foxbury estate has a target of planting 20,000 trees over five years as part of the Heritage Lottery Fund.

Local history groups worked alongside the staff of the NPA to produce the New Forest Remembers WW1 exhibition. The exhibition ended on the 1st May, but if anyone missed this, it will be on display along with the History of Ashurst on 1st October at Colbury Memorial Hall.

Work has begun on building two affordable houses at Bransgore. The NPA will rent out these properties to local people with income put back into similar schemes elsewhere in the National Park.

Housing has a strong theme as Officers review the planning policies this year. They are holding a series of workshops to discuss the Local Plan before a full publication consultation in the autumn.

Parishes have been informed of the project that seeks to protect grazed verges on the Open Forest that are being damaged by vehicle overrun and parking. The Forestry Commission is carrying out the works which uses dragons' teeth and ditching works to prevent vehicle access.

In this last quarter, the Park has received 135 valid planning applications, with 133 decisions issued. The approval rate for the period was 89%. 11 Appeals were determined and it has been encouraging to see that in most cases 73% the appeals have been dismissed, with the Planning Inspectorate offering strong support for our local planning policies.

The local planning policies for the Park are continuing, which has included updates at quadrant meetings, which leads me on to encourage councillors to attend these meetings. The current intention is to present a consultation draft version at the September meeting to members. There will also be training sessions for local town and parish councils in June.

In the press you may have read about the proposed coastal path. Natural England have written to land owners and residents between Highcliffe and Calshot that may be affected by the proposed England Coastal Path. The scheme to which they work allows them to take full account of potential issues such as wildlife disturbance.

With the Government's draft Housing Bill currently in progress there is a degree of uncertainty regarding the provision of new affordable housing. Proposals set out in the draft Bill seek to broaden the definition of affordable housing to include starter homes and low cost open market dwellings.

To finalise my report, the next work shop is on 16th June - subject is the Local Plan Review. The following meetings are on the 20th September – subject being Tree Preservation Orders and Conservation followed by 13th December where the subject is on Permitted Development.

All three meetings are held at Lyndhurst Community Centre commencing at 2pm.

Finally please do remember the next quadrant meeting for the North East will be on Thursday 30th June at Colbury Memorial Hall commencing at 7pm.

Sally Arnold