

## Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 5 November 2018 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), 11 public.

### 1. Apologies for Absence

None.

### 2. Public Participation Period

Representatives from the Mill Lane Residents Group expressed some of their concerns and frustrations that included:

- Dragons' teeth: when will replacements be installed and will more be added?
- New signs are unlikely to be effective in reducing traffic.
- Speedwatch data has provided evidence of traffic volume (high) and speed (majority exceed speed limit).
- HCC traffic survey carried out in August: when will data be available?

They feel that residents should be consulted over placement of dragons' teeth and discussion of traffic calming measures and they have a proposal: '*No right turn*' from C17 onto A35; this would prevent westbound traffic being diverted along Mill Lane.

It was pointed out that C17/A35 Junction is in Lyndhurst parish, not Minstead. The group intends to take their proposal to next Lyndhurst PC meeting.

### 3. Declarations of Interests

None.

### 4. To confirm the Minutes of the Ordinary Meeting held on 1 October 2018

These had been published previously and were agreed and signed.

### *Item 14 was taken at this point*

### 5. Matters Arising

Update on Broadband [Item 15]: there has been no progress with the Community Fibre Partnership so another letter has been drafted to Openreach. Clerk to send.

### 6. Items Ongoing

- PC response re future of NFALC: Response circulated by Cllr Taylor had been sent. **Closed**
- Drain outside Old Bakery – observation following rainfall: No flooding in last rain. **Ongoing**
- Possible relocation of defibrillator at Furzey Gardens: No progress. **Closed**
- Water leak at Congleton Close: Still leaking. Cllr Mrs Andrews has still to contact Environmental Health. **Ongoing**
- Animal drinking trough outside Village Shop: **Closed**

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

Cllr Mrs Andrews (NFDC) reported:

- Single-use plastic has been removed from Appletree court - plastic cups and stirrers will not be re-ordered once the present supply runs out. Re-usable personal drinking bottles are being encouraged.
- She will attend Remembrance Parade at Appletree Court on the 12<sup>th</sup> November at 10.30am.
- Also on the 12<sup>th</sup> November she will attend the *Safer New Forest Conference* at Brockenhurst College. There will be a choice of workshops to interest professionals: from 'modern slavery in adults', 'stalking', 'the effects of gaming on young people' to 'what works in drug and alcohol education'.
- A new Task & Finish group has been set up to look at the *Recreation Management Strategy*; it starts with 7 objectives.

- New Head of Planning has been selected, to be announced in due course. She is expected to start in February 2019.

## 8. Report from Lengthsman

Work done during October:

- Cleaned, sanded and painted Parish Council notice board and frame.
- Weeded memorial plinth and fixed arris rail. Also noted that the gate, though operable, needs adjustment.
- Four footpaths - blown away fallen leaves off walking surfaces to reduce the build-up of dead leaves, which rot down causing mud on surface. (He will continue to remove leaves until all leaves have fallen.)
- Removed undergrowth from seat on Football Green.
- Repaired tree guard at Seamans Lane.

Cllr Cattell to ask him to look to look at the railing supports at Furzey Lane by Village Hall.

## 9. Reports from Parish Representatives

- Minstead Mail: Autumn edition being drafted. Following discussion about the need for this hard copy newsheet in addition to weekly eNewsletter, it was agreed that it is still of value and should be continued.
- NFALC – notes of recent meeting had been circulated that included a new Initiative by *Hants Fire and Rescue Service* around arson reduction and modern slavery. The *Fire and Rescue Service* would like PCs to sign up for arson reporting to help them spot patterns. Clerk to contact co-ordinator to say that Minstead PC will participate.
- Frogs Island stile: given its poor condition, the stile should be mended or removed. Lee Byford already has the repair on his list of jobs.
- Minstead Social Club covered seated area: planning application now approved. Work will begin soon.

## 10. Planning

### Decisions

18/00591 Williams Farm. Replacement barn; demolish existing.	Grant
18/00656 Minstead Social Club. Creation of covered seating area.	Grant
18/00653 Stable Cottage. Two-storey rear extension; first floor side extension.	Grant
18/00642 Sir Walter Tyrrell. Retention of mobile home for residential use.	Refuse

### Decision Awaited

18/00654 Skymers. Stables; hardstanding.

### New Planning Applications

18/00707 Old Cobley House, Emery Down. Replacement of tiled roof on barn with thatched roof.  
**Comment No 3 because, with the ecological survey carried out, the inspector's requirements have been complied with.**

18/00775 Land at Long Aldermoor Farm. Also 18/00776 Land at Sinefield Farm. Application under part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, appearance and design of an agricultural building. ***It has already been decided by Planning Office that no application was required for these two developments.***

### Trees

CONS/18/1084 Oakleaf Cottage. Fell 1 x Ash, 1 x Rowan, 1 x Huntingdon Elm. **No comment.**

## 11. Correspondence

### Emails circulated

- Highways England: Proposal to close central reservation gap at A31 Rufus Stone junction. **This was proposed some years ago (believed to be post 1989) so Cllr Cattell is looking for the relevant**

**parish council minutes. The proposal has implications for traffic on Minstead village roads and on C17 towards Lyndhurst - Chairman to send the letter from Highways to Lyndhurst PC.**

- NPA: Hosting animal accident silhouettes. **Agreed these might be appropriate on C17 and New Road but not in village. Cllr Taylor to respond.**

To Read

*Local Councils Update (Oct 2018), Clerks & Councils Direct September 2018), First (November 2018).*

## 12. Finance

- Budget and setting of Precept for 2019-2020: a draft budget had been circulated. It was proposed by Cllr Andrews, seconded by Cllr Taylor and agreed to set Precept at £10,500.
- Receipts & Payments for October 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 30 September 2018</b>			<b>6,680.31</b>
<b>Receipts:</b>			
NFDC: Precept			5,000.00
HCC: Parish Lengthsman Scheme			1,100.00
<b>Standing Order/Direct Debit payments:</b>			
SOs: Salaries and expenses	470.08		470.08
<b>Debit card payment:</b>			
<b>Cheques to pay:</b>			
Minstead Hall: Room booking 1/9/18 to 31/8/19	476.00		476.00
HMRC: PAYE 3 <sup>rd</sup> Quarter (Clerk + Lengthsman) Advance payment	339.40		339.40
<b>Total payments for October</b>	<b>1,285.48</b>		<b>1,285.48</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>11,494.83</b>

Payments proposed by Cllr Andrews, seconded by Cllr Ferguson and agreed.

## 13. Clerk's absence - arrangements to cover

Melanie Camilleri is willing to deal with administration of meetings and emails. Payment as discussed was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed.

## 14. Mill Lane: update on traffic management

Chairman relayed information received from HCC stating that over 100 dragons' teeth are due to be replaced/installed along the road by December.

Cllr Taylor received results of HCC survey just hours ago. He will look at the results in conjunction with Speedwatch data and then disseminate a.s.a.p.

A reminder was given that Cllr Heron is happy to receive information from anyone but his response will be addressed to parish council.

## 15. Minstead Village Shop

- Possible Community Shop: Attendance at meetings by would-be volunteers has been disappointing. A public meeting is scheduled on 17 November to put proposals to the community.
- Access Rights across Council land to previous shop premises and Old Bakery: Research into old documents has not found any rights.
- Planning status of the 'Hideaway' – clarification requested but is unlikely to be forthcoming.

## 16. Christmas at Minstead – Christmas tree, Carols and Santa

Santa has agreed to come. Quote received for battery operated tree lights: £200 on timer, £150 on manual switch. With carol singing and visit by Father Christmas now taking place outside Trusty Servant, plus demise of village shop, it was agreed that the Christmas tree should be erected nearer

the pub. Following traffic problems last year, it was noted that more people will be needed to direct traffic.

**17. Cricket ground maintenance**

Following a recent incident where a pony became entangled in the boundary fencing, Forestry Commission wrote to Cadnam Cricket Club (copy to Minstead PC) requesting that they renew or remove the fence. FC also asked that they clear the rubbish around the pavilion. Cricket Club complied immediately, removing the boundary fence and clearing around the pavilion.

**18. Matters raised by Councillors**

- Wet patch on village green: Cllr Cattell has requested a quote for diverting the drain.
- Ditch outside Manor farm Park had been filled but is now restored.
- Summary of use of Article 4 within a Conservation Area has been circulated to councillors.
- Damaged verge at Home Farm (Peartree Lane, Emery Down) was noted: A report of damage would be to Natural England – Council felt that reporting would be unlikely to be effective.
- New public consultation on National Parks – to be publicised in eNewsletter. Cllr Taylor to draft PC response.
- On Remembrance Sunday two wreaths will be laid at Minstead War Memorial, one on behalf of parish council by Cllr Cattell and one by Cllr Andrews on behalf of the church PCC.
- Road sign 30/40mph at Robins Bush has been turned again. It has been both temporarily fixed and reported to HCC on previous occasions. Cllr Cattell to ask Lengthsman to report it.
- Newly created foot access to Malwood Lodge: Planning permission was not required since it is Permitted Development. The work resulted in some damage to verge which is a SSSI.

**19. Date of next Ordinary Meeting: 3 December 2018 at 19.30**

Meeting closed at 21.24