

## Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 1 July 2019 at 19.30

**Present:** Cllrs W Andrews (Chair), S Cattell, A Ferguson, G Hough, G Saunders, R Taylor.

**In attendance:** Cllr Heron (HCC), Cllr Mrs Andrews (NFDC), P Osborne (Clerk), 1 public.

### 1. Apologies for Absence

Cllr H Bennett

### 2. Public Participation Period

A parishioner expressed frustration that the surface and severely eroded road edge on the bend at Woodside has still not been repaired, despite having been reported to both HCC and to our local MP. Cllr Heron advised him also to report online, with photographs. Cllr Heron is actively pursuing with Highways the matter of eroded edges.

### 3. Declarations of Interests

Cllr Andrews declared a Personal & Pecuniary Interest in Item 10 CONS/19/0422. He requested and was granted a dispensation to speak and vote as the Pear tree is his, and the suggested work to that was exempt, and had already been completed.

### 4. To confirm the Minutes of the Ordinary Meeting held on 3 June 2019

These had been published. They were confirmed and signed.

### 5. Matters Arising

- NFNPA – election of Parish Representative [Item15]: Congratulations to Cllr R Taylor who was elected unopposed.
- Gambling Act Policy Consultation [Item 18]: Cllr Andrews sent a response from the council.

### 6. Items Ongoing

- Road edges (inspection with an engineer, review): Cllr Heron has forwarded to Highways the recent letter from Cllr Taylor about the need for repairs to the seriously eroded and dangerous edges. Cllr Heron now has appointment booked with Highways for site inspection. He explained that there had been historic confusion over responsibility for roads on Manor Waste. Cllr Heron advised Cllr Taylor to report (yet again) online and to send the report numbers to him. **Ongoing**
- Village notice board: Repair work ongoing. **Ongoing**

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

Cllr Heron (HCC):

Cllr Heron reported that analysis of Mill Lane data is nearly complete and there will be a written report that will look at feasible solutions. He will try to get date for report so Joint Working Group plus one representative from residents can meet to consider it.

Chairman commented that Highways website states as 'fixed' the posts along Furzey Lane at the Village Hall that had been reported online as damaged; but they have NOT been fixed. Cllr Heron asked for reference number of online report.

Cllr Heron was asked: what is the policy on placing salt bins on Open Forest? Cllr Heron said that permission must come from Forestry England and benefit must outweigh harm. He advised speaking to the Verderers first.

He was also asked whether the policy on grey/black tarmac had changed? He will pursue this.

Cllr Mrs Andrews (NFDC) reported:

- A recent newspaper headline suggested that pensioners were afraid to go into New Milton town centre; this was inflammatory reporting. The police, NFDC and New Milton Town Council are working together to move on a few individuals causing nuisance.
- Road signage for Stoney Cross Services: she had received a letter from local resident re advance notice on Malwood Hill of Stoney Cross services that shows ALL services including toilets. In reality

there is just a single toilet at the filling station that is woefully inadequate for the number of motorists who stop to use the facilities so there is often a long queue. As a consequence the track nearby (footpath 12) is being used instead and has become very unpleasant.

There was much discussion of this and suggestions were (a) provide more toilets (b) signage at Rownhams to inform motorists of distance to next full services. Cllr Heron will speak to Highways. Cllr Mrs Andrews to forward the parishioner's letter to Planning with link to current planning application 18/00954 for extension at Petrol Station; she will also speak to Environmental Services.

### Item 13 was taken at this point

#### 8. Report from Lengthsman

In June he worked on four footpaths, FPs 4, 5, 9 and Old Court House footway: he strimmed grass, cut back hedges and whips and removed all cuttings. In addition, he cleaned out the ditch alongside FP 5. For information: he noted that on FP 5, the fence posts at the far end are rotten at base causing fence to lean into path. Clerk to write to householder.

#### 9. Reports from Parish Representatives/Responsibilities

- Consultancy Panel – matters discussed were: Forestry Commission (now renamed Forestry England); Fawley power station development; Holmsley Bridge works and the need for a temporary alternative route; encroachment; new signs re Fire; parked cars blocking barriers.
- NFALC - meeting 18 July in Lyndhurst.
- NFNPA - Annual meeting next week.
- Minstead Mail – do we really need it alongside weekly newsletters and Facebook? It was felt to be still a useful means of communication because (a) not all parishioners use computers (b) Facebook has a different audience.
- Minstead website – some pages need updating. Put out request in next newsletter to those responsible for a page to review and update content.
- Police: PCSO Richard Williams will attend the next *Open Door Community Cafe* in the church on 18 July.

#### 10. Planning

##### Decisions

**19/00388** Home Farm Cottage. Retention of replacement oil tank.

**Grant**

##### Decision Awaited

**18/00954** Petrol Station, Ringwood Road. Single storey rear extension to sales building to provide sandwich bar.

**19/00357** Mill Lane Farm. Change of Use of existing stables to 1 self-contained holiday let; agricultural barn (Demolition of existing stables).

**19/00397** Petrol Station, Stoney Cross. Display of 2no. internally illuminated fascia signs (Application for Advertisement Consent).

##### New Planning Applications

**19/00172** Castle Malwood Lodge. Installation of 4 x low level light bollards and associated works. **Comment No 3 because there is an obvious genuine need.**

**19/00470** The Lodgers, Malwood Walk Stables. Certificate of Lawful Development for continued use of building known as *The Lodgers* as an independent dwelling. **Comment: we don't feel we can comment on this.**

**19/00457** Wisteria Cottage. Orangery; insertion of 1no. dormer window (Demolition of existing conservatory). **Comment No 3 because it will improve the appearance.**

**19/00477** Peters Hold Farm. Replacement dwelling; detached garage/carport; associated works and landscaping (Demolition of existing dwelling and annexe). **Discussion postponed to next meeting since Planning Officer's Parish Briefing was not yet available.**

### Trees

**CONS/19/0412** Forest Verge. Fell 1 x Eucalyptus tree. **No comment.**

**CONS/19/0422** Castle Malwood Park farm. Fell 1 X Ash; prune 1 x London Plane; prune 4 x Oak. Exempt works: Prune 1 X Apple, prune deadwood; 2 x Oak; Remove broken stem 1 x Pear. **No comment.**

## 11. Correspondence

Emails circulated

Proposed New Forest Shakespeare Festival 2020: **No comment.**

To Read: LCU, Clerks & Councils Direct.

## 12. Finance

- Now that we had been informed that the Community Shop Project had been registered as a Community Benefit Society, the Chairman proposed that the remaining £1,450 earmarked for them be released to them subject to a bank account in their name having been opened. This was seconded by Cllr Taylor and agreed.
- Receipts & Payments for June 2019:

|   | £               | £                    | £                |
|---|-----------------|----------------------|------------------|
|   | Net             | VAT<br>(recoverable) |                  |
| <b>Balance at 31 May 2019</b>   |                 |                      | <b>11,561.59</b> |
| <b>Receipts:</b>  |                 |                      |                  |
| Minstead residents: contributions to Fibre Broadband Scheme                       |                 |                      | <b>1,463.38</b>  |
| <b>Standing Order/Direct Debit payments:</b>                                      |                 |                      |                  |
| SOs: Salaries and expenses  | 507.46          |                      | 507.46           |
| <b>Debit card payment:</b>  |                 |                      |                  |
| <b>Cheques to pay:</b>  |                 |                      |                  |
| HMRC: PAYE for 1 <sup>st</sup> Quarter for Clerk and Lengthsman                   | 367.20          |                      | 367.20           |
| Brockenhurst College: Printing Minstead Mail x 300                                | 75.00           |                      | 75.00            |
| Minstead Community Shop Ltd: Donation   | 1,450.00        |                      | 1,450.00         |
| P Osborne: Expenses for 1 <sup>st</sup> Quarter                                   | 34.21           |                      | 34.21            |
| <b>Total payments for June</b>  | <b>2,433.87</b> |                      | <b>2,433.87</b>  |
| <b>Balance after payments<br/>(This balance is in addition to £6,000 reserve)</b> |                 |                      | <b>10,591.10</b> |

Proposed for payment by Cllr Andrews seconded by Cllr Cattell and agreed.

- Budget Report for 1<sup>st</sup> Quarter:** This had been previously circulated and was approved with thanks.

## 13. HCC Consultation on Balancing the Budget

Cllr Heron explained that in year 2021-2022 HCC will need to reduce budget by £540m. Cllr Hough to draft response to this consultation. Cllr Heron said that there will be more consultations and he advised reply by letter rather than answer (possibly leading?) questions. Currently HCC is in a strong position compared to other councils and Offsted reported recently on Children's Services as 'outstanding' in all categories.

## 14. Minstead Community Fibre Broadband scheme

Engineers have been carrying out fibre installation work underground and overhead at several points around the Parish.

## 15. Minstead Community Shop

Minstead Community Shop Ltd was registered on 11 June 2019 by *Financial Conduct Authority* as a *Community Benefit Society*. George Dibben elected as new Chairman, Tim Nicholson as Treasurer. They are still waiting to hear from the brewery but landlord has started to clear store room. There is confusion as to why an application for Temporary Change of Use of store room might be required – Chairman to speak to Steve Avery about this.

Fundraising: Pop up cafe is being held on the village green one weekend each month until September. There are other fundraising plans.

**16. Resilience**

Plan now on website. The new manager of the Study Centre is keen to be involved.

**17. Review of Minstead Parish Council Regulatory Documents**

Most have been reviewed and appropriate amendments have been agreed. Clerk to post reviewed documents on website having changed date of review. *Publications scheme* and *Risk Assessment* still to complete.

**18. Ragwort pulling**

Minimal amount of ragwort this year so no formal pull needed. Instead, ask parishioners to pull any ragwort they see and dispose in black refuse sack (for burning).

**19. Matters raised by Councillors**

- War memorial needs to be professionally cleaned – Cllr Cattell to look into this.
- Armed Forces Flag will be flown for Armed Forces Day then be replaced afterwards by the Union Flag .
- NFNPA will be offering councillor training sessions in Planning.
- Councillor profiles: are these needed on website? After some discussion it was agreed that name, phone number and email address is sufficient – no photos.

**20. Date of next Ordinary Meeting: 5 August 2018 at 19.30**

Meeting closed at 21.53