

## Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 7 October 2019 at 19.30

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

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

### 1. Apologies for Absence

None

### 2. Public Participation Period

Re Item 10, application 19/00691: the applicant stated that the proposed extension was no larger than the conservatory to be demolished.

### 3. Declarations of Interests

None

### 4. To confirm the Minutes of the Ordinary Meeting held on 2 September 2019

These had been previously circulated and were agreed and signed.

### 5. Matters Arising

None

### 6. Items Ongoing

- Access to properties on A31 at Stoney Cross: Cllr Heron suggested that a letter from Royal Mail to Highways England might produce some action to make access less dangerous. Chairman to contact Royal Mail and explain the situation. **Ongoing**
- Eroded road edges: HCC has suggested they will lay rural style kerbing. **Closed**
- Mill Lane – traffic management: Cllr Heron has been assured that a report is due imminently. However, he emphasised that there is no funding to implement possible solutions. An observation was made regarding the shifting of a traffic problem to another area – that Mill Lane traffic has greatly increased since Lyndhurst High Street was changed to single track in order to improve air quality in Lyndhurst. **Ongoing**
- Cleaning of war memorial: Cleaning completed to council's satisfaction. **Closed**

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

- Cllr Edward Heron (HCC) reported that Parish Lengthsman Scheme is in current budget saving proposals. Councils may be required to provide match funding.  
When asked if the scheme would fund (expensive) white paint required for road posts/rails, he said the administration cost would be disproportionate and advised council to apply for a councillor grant instead.
- Cllr Mrs Andrews (NFDC) reported that there is a new Chief Inspector of Police for New Forest District, Paul Markham, and he informed the *Safer New Forest Strategy & Delivery* group that there would be new PCs and PCSOs joining the force during this year.  
She will find out what work is being carried out to council properties in Congleton Close.

### 8. Report from Lengthsman

- FPs 5, 9 and Old Court House footway: cut back hedges and removed cuttings. Cleaned out ditch alongside FP 5.
- Bridleway 13: cut up two fallen trees to clear track and stacked trimmings.
- Salt bin water by Study Centre: cut back brambles.
- Seat opposite Study Centre: cleared brambles.
- Stile at School Lane: repaired, and replaced cross rail, cut back overgrown bushes and brambles.
- Road post barriers at Furzey Lane by Village Hall: cut back overgrown brambles both sides.  
[ He noted that broken barrier post has been repaired by HCC.]

## 9. Reports from Parish Representatives

- NFALC – for next meeting, Cllr Taylor has submitted questions re Broadband and highway maintenance for representatives from HCC.
- NE Quadrant – agenda for recent meeting (at Minstead) included affordable housing, Local Plan, caravans.
- Police - No Beat Surgery in October. Council would like to know what is *Safety Net Plus*.
- Village Hall Committee - rental price increases have been agreed.

## 10. Planning

### Decisions

**19/00586** Uperne. Application to vary condition 2 of planning permission 19/00053 for a carport to allow minor material amendment. **Grant**

**19/00562** Home Farm, Pear Tree Lane. Conversion of garage to home office. **Grant**

**19/00603** Merrie Orchard. application for a Certificate of Lawful Development for a proposed single storey rear extension. **Permitted**

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

**19/00528** Land adjacent to Blackwater Cottage. Manège. **Grant**

**19/00546** Hunters Brook. Alterations to outbuilding to retain door and window. **Grant**

**19/00630** Land at Camphill Cottage, Emery Down. Application for Certificate of Lawfulness for development and existing use of outbuildings and land as domestic curtilage. **Withdrawn**

**19/00621** Sunnysdale, Emery Down. Single storey rear extension; roof alterations to facilitate alterations and extension of existing rear dormer window; 1.2m high post and rail fencing; removal of existing wall. **Grant**

### Decision Awaited

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

### New Planning Applications

**19/00674** Hightrees. Single storey side extension; demolition of existing conservatory. Comment No 3 now that Planning Officer has supplied measurements.

**19/00691** Blackwater Cottage. Single storey extension (demolition of conservatory). **Comment No 3**

**Enforcement notices:** Council noted contradictions on Enforcement documentation re Hunters Brook.

## 11. Correspondence

### Emails circulated:

- *Safer New Forest*: annual community consultation regarding crime and disorder. **Cllr Andrews to respond.**
- NALC: Policy Consultation E-Briefing 10-19 – 5G Mobile Coverage In Rural Areas. **Noted but no response.**
- Unauthorised burning in Minstead. **No further incidents. Keep watching brief.**
- NALC: NAO Audit Code of Practice Part Two. **Chairman to respond.**
- Citizens Advice NF Post Office Survey. **Not applicable to us but Cllr Taylor will respond by email outlining Minstead problems.**
- Rradar: Legal advice services. **No need at present.**
- New Forest Disability: request for donation. **Council's policy is to donate to Citizens Advice.**

To Read: LCU, Clerks & Councils Direct, First, Internet Security.

## 12. Finance

- Budget Report for 2nd Quarter (circulated): this was approved.
- Receipts & Payments for September 2019:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 August 2019</b>			<b>9,256.09</b>
<b>Receipts:</b>			
NFDC: Precept			<b>5,250.00</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 2 <sup>nd</sup> Quarter for Clerk and Lengthsman	367.40		367.40
Lewis Masonry: cleaning War Memorial	695.00		695.00
<b>Total payments for September</b>	<b>1,569.86</b>		<b>1,569.86</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>12,936.23</b>

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

## 13. Erection of Memorial Seat

No further communication on this.

## 14. Planned roadworks

Recently we have received no advance notification of local roadworks; and searching online for works planned is extremely difficult. Cllr Heron said that we should always be notified of road closure. However, the online database is not designed /suitable for searching for works about to take place.

## 15. Misuse of Minstead Recycling Facility

Cllr Mrs Andrews reported that the non-recyclable rubbish had been dumped by non-parishioners. She will ask Street Scene to clean contaminated bins. Clerk to produce a simple sign to put on the door.

## 16. Matters raised by Councillors

- Minstead Mail: agreed it should continue because It reaches people who do not read eNewsletters. Next issue before Christmas. Council should consider ways to reduce the editorial workload of producing Minstead Mail and eNewsletters.
- Father Christmas on 21 December: Cllr Andrews to make enquiries.
- Overhanging vegetation in Football Green: Cllrs Bennett and Taylor to investigate possible solutions..
- Road hedge along footway opposite Old Court House: ask Mark Bridle to cut it.
- Data Protection: Council Regulatory documents could usefully include links to basic advice produced by Information Commissioner's Office (ICO).
- Flood alerts: now included in Googlemaps and could be useful for emergency planning.
- Uncollected road signs: these are a nuisance; if there is phone number on the sign, use it.

## 17. Date of next Ordinary Meeting: 4 November 2019 at 19.30

Meeting closed at 21.32