

## Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 6 January 2020 at 19.30

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

**In Attendance:** P Osborne (Clerk), Cllr Mrs Andrews (NFDC), 4 public.

### 1. Apologies for Absence

Cllr G Hough

### 2. Public Participation Period

Owner of Toms Lane Corner gave rationale for his planning application.

Owner of Peters Hold Farm outlined his revised proposal for replacement dwelling.

### 3. Declarations of Interests

Cllr Ferguson declared a Personal and Prejudicial Interest in Item 10, application 19/00890.

**Item 10 was taken at this point.** Cllr F left the room for the duration of discussion of 19/00890.

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

These had been published as draft and were read, accepted and signed.

### 5. Matters Arising

- Replacing fencing around Manor Wood [Item 9]: Immediate response received from Forestry England stating that fencing will be replaced after all wood has been extracted. Since extracted wood is now stacked, Clerk to write again asking that they re-erect fence now for protection of flora and fauna.

### 6. Items Ongoing

- Access to properties on A31 at Stoney Cross: Still no response from Royal Mail.
- Mill Lane – traffic management: Nothing changed.

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

Cllr Mrs Andrews (NFDC) reported:

- Crime figures - categories reclassified but crime overall has decreased.
- Update on Boundary Commission; she encouraged those present to consider a response.

### 8. Report from Lengthsman

He is unlikely to be fit to work for some weeks yet.

### 9. Reports from Parish Representatives

- In absence of Lengthsman, FPs 4 and 5 have collected leaves, now turned to mud. Cllr Cattell to ask Lee Byford to rake affected areas.
- HCC Countryside Access Cutting List: Council would like Footpaths 4,5 and 9 to be cut. Clerk to request.
- NFALC meeting: suggestion made that they write to Natural England, Forestry England and Openreach re cooperation over Broadband in Forest.
- Consultative Panel meeting: discussion included Fawley development, increase in cattle on Forest, loopholes in caravan site regulations, Southampton Airport development, ash dieback (experimental planting), inclosures to be re-managed, clearing trees.
- Police: PCSO Williams will attend monthly community café whenever he is able.
- Hall Management: work planned to trees at end of carpark.
- Community Shop: exterior doors to storeroom now open but room not fully cleared.

### 10. Planning

#### Decisions

**19/00777** Perrys Farm. Partial re-roofing of outbuilding.

Grant

**19/00859** Brock Farm. Application for a Certificate of Lawful Development for existing use of dwelling in breach of condition 2 (agricultural occupancy) of planning permission NFR 160131/2

Lawful

**19/00696** Duells Farm. Retention of extension to outbuilding

Grant

**Decision Awaited**

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

**19/00827** Marleys. One & two storey extensions; roof alterations.

**New Planning Applications**

**19/00842** Marleys. New barn; demolition of existing outbuilding. **Comment: Cannot make decision since information awaited on agricultural need for the barn plus arboricultural information in accordance with BS 5837:2012.**

**19/00890** Hunters Brook. Outbuilding; gates. **Comment No. 4 because of loss of local character, effect on landscape c/f 2015, loss of amenity to neighbour, its position on site and over-development of the site.**

**19/00909** Hollyhock Cottage. Reconfiguration of domestic curtilage. **Comment No. 3.**

**19/00911** Peters Hold. Replacement dwelling; detached garage/carport; associated works and landscaping (demolition of existing dwelling and annex). **Comment: Unable to come to decision because there is no comment from Conservation Officer; also, councillors are unsure about meaning of ‘modest basement’. Postpone decision until next meeting.**

**19/00932** The Cottage, Toms Lane Corner. First floor extensions; conversion of attached stables to facilitate additional accommodation; new pitched roof to existing attached garage; alterations to fenestration; raised patio; removal of existing porch. **Comment :Postpone decision until clarification of size issues (30% restriction).**

**Enforcement:**

**QU/19/0230** Clerk asked to seek clarification re ‘breach ceased’ at Old Sir Walter Tyrrell House.

**Trees**

**CONS/19/0773** Manor Farm. Prune 2 x Cherry trees, Prune 1 x Sycamore tree. **No comments.**

**11. Correspondence**

To Read: Clerks & Councils Direct.

**12. Finance**

- Setting of Precept 2020-2021: With costs increasing with inflation plus withdrawal of funding for HCC Lengthsman Scheme, a Precept of £11,500 was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed.
- Budget Report for 3<sup>rd</sup> Quarter (current year): this had been circulated and was approved.
- Receipts & Payments for December 2019:

	£	£	£
	Net	VAT (recoverable )	
<b>Balance at 31 October 2019</b>			<b>9,767.86</b>
<b>Receipts:</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> Qtr for Clerk & Lengthsman [Replacement cheque]			367.40
[Previous cheque sent to HMRC in October was not received; assumed lost in transit, therefore cheque			-367.40

STOPPED. ]			
Forestry England: Annual rent for cricket ground 1 Jan to 31 Dec 2020	80.00		80.00
<b>Total payments for December</b>			<b>587.46</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>9,180.40</b>

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

**13. Minstead Website: To discuss retention of two domains ([minsteadvillage.org.uk](http://minsteadvillage.org.uk) and [minstead.org.uk](http://minstead.org.uk)) plus [minstead.com](http://minstead.com)**

Agreed to keep [minstead.org.uk](http://minstead.org.uk) only – Clerk to cancel [minsteadvillage.org.uk](http://minsteadvillage.org.uk). Decided to decline offer of [minstead.com](http://minstead.com) – Cllr Andrews to contact Alistair Banks.

**14. Minstead Website security: option of continuous site scanning**

Web security is becoming more important and continuous site scanning is proactive rather than reactive. Therefore, agreed to sign up for this.

**15. NFDC Electoral Review: To consider Minstead Council’s response**

Cllr Taylor, Cllr Ferguson and Berry Stone agreed to meet and produce a draft.

**16. Broadband Wave 2**

Work on Wave 2 continues. Most distribution points have been commissioned but four remain outstanding pending resolution of current problems between Natural England, Forestry England, Openreach.

**17. NFDC consultation on the proposed Main Modifications to The New Forest District (outside the National Park) Local Plan 2016-2036 Part 1 Planning Strategy.**

Not relevant to Minstead.

**18. Matters raised by Councillors**

- Defibrillator: South Central Ambulance Service has requested data update. Cllr Bennett will supply this.
- Eroded road edges at Woodside: after the issue was re-reported online by the PC and several others, HCC Highways have agreed that the work done on the road at Woodside was substandard and needs to be re-done.
- Minstead Mail: next edition to include an item about driving/parking to prevent further degradation of verges.
- Waterside development plans may include improvements to roads and access to Forest (e.g. from Marchwood).

**19. Date of next Ordinary Meeting: 3 February 2020 at 19.30**

Meeting closed at 22.00