

Minstead Parish Council
Meeting of Minstead Parish Council

A virtual meeting

Monday 1 June 2020 at 19.30

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

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

In accordance with Covid-19 Emergency Regulations, all members participated from home.

1. Apologies for Absence

None

2. Public Participation Period

None

3. Declarations of Interests

None

4. To confirm the Minutes of the Ordinary Meeting held on 4 May 2020

These had been circulated and were agreed as a correct record. They would be signed later.

5. Matters Arising

- Risk Assessment and Safeguarding Policy for volunteers **[Item 12]:** Cllr Bennett has updated the policy. It was approved. **Closed**
- Path from the Grove to Thrifty Beeches **[Item 16]:** This is not a right of way although it does have CRoW designation which legally gives access - but the landowner is under no obligation to maintain it to any standard. Forestry England (FE) have stated that they would not want to promote or undertake any improvement works to this route. Cllr Taylor will try to get it removed from maps as a cycle route.
- Neighbourhood Watch: to continue membership? **[Item 16]:** a whole-parish Neighbourhood Watch was felt to be outdated and unsuitable for a large scattered parish like Minstead; although it might be appropriate for a particular area. Facebook and newsletters spread information very effectively. Cllr Andrews will close/delete existing pages.

6. Items Ongoing

None

7. Reports from County/District Councillors

Cllr Mrs Andrews (NFDC) reported:

As things return to normal, part of the bigger plan is to find an alternative to the Food Hub at *Applemore Health and Leisure Centre*. Discussions have been ongoing with food banks with varied responses. *Lymington Basics Bank* have offered to take over our role as of 16th June, there are still about 55 households receiving deliveries. NFDC would provide a dedicated driver two days every week to make the deliveries and staff made available to help with the initial transition. NFDC will pay the Basics Bank per food parcel and the arrangements reviewed every four weeks. This would allow us to wind up the operation at Applemore freeing up staff and accommodation.

The *Coronavirus Local Response Centre* are supplying urgent grants to local organisations who are being directly affected by the virus. Funding was increased to £30k with £5k from the County Council to support organisations who in turn are supporting the *Local Response Centre* by providing food, volunteer shoppers and befriending services. However, we are also receiving applications from other organisations that don't necessarily fit in with the narrow criteria but who are providing support to the community in direct response to Covid 19 - for example making PPE for local hospitals, bereavement counselling, virtual support and activities. We have received 18 applications to date totalling £8,700.

We are preparing to open our information offices at Appletree court, Lymington and New Milton on 16th June. Strict adherence to social distancing will be followed to protect our staff and visitors.

The long awaited new NFDC Website is well under way and will go live in July.

The first meeting by Skype of Safer New Forest was held today.

Cllr Mrs Andrews then stressed the current concern over RED fire alert.

8. Reports from Parish Representatives

- NFALC - no further news - next meeting still scheduled for July 16th. There is an election underway for a new SW Quadrant NFNPA member - details are on the NFALC website, applications in by 8th June - result shortly after July 6th.
- NFNPA - Revised *Fawley Waterside* application is now due to be considered at a special planning committee meeting in late July. I believe NFDC will consider it at a similar time. We are looking at putting together a virtual quadrant meeting. Over last weekend they had record number of impressions with NFNPA social media.
- Minstead Community Shop – the Committee is very grateful for the help and support of the Parish Council in so many ways.
- Minstead Bring Bank (recycling area) can now be used again for bottles and cardboard/paper (NOT clothing), providing the bins are not full.

9. Audit 2019/2020

a) Completion of Certificate of Exemption from Limited Assurance Review:

This had been circulated. Confirmation of the statements was proposed by Cllr Cattell, seconded by Cllr Taylor and agreed by all.

b) Approval of Annual Governance and Accountability Return Sections 1 & 2. These documents had been circulated.

Section 1: The annual Governance Statements were agreed one at a time. Approval was proposed by Cllr Bennett, seconded by Cllr Taylor and agreed by all.

Section 2: It was proposed by Cllr Cattell, seconded by Cllr Bennett and agreed by all that the Accounting Statements be approved.

Since this was a virtual meeting, these documents would be signed later by RFO and Chairman.

10. Planning

Decisions

20/00235 Brock Farm. Application to remove condition 2 of application NFR/16013/2 (Erection of house for agricultural worker with landscaping proposals) to allow non-agricultural related occupation.

Refuse

20/00084 Land at Thatched Cottage, Blackwater Road. Stables.

Approve

20/00114 Marleys. New barn; demolition of existing outbuilding.

Withdrawn

Decision Awaited

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

19/00911 Peters Hold. Replacement dwelling; detached garage/carport; associated works and landscaping (demolition of existing dwelling and annex).

20/00259 Castle Malwood Park Farm. Replacement triple bay garage; demolition of existing garage.

New Planning Applications

20/00288 Muffins. Swimming pool. **Comment No 3.**

20/00327 Muffins. Greenhouse. **Comment No 3.**

20/00307 Malwood Walk House. Single storey side extension; associated landscaping (Application for listed building consent). **Comment: we support this subject to it complying with Policy DP36 (Extensions to Dwellings) in terms of floor space.**

20/00346 Williams Hill House. Infill carport; alterations to garage doors and windows; external staircase. **Comment No 3.**

Trees

R14/15/20/0177 3 Blackwater House. Fell 1 x (decayed/leaning) Birch tree. **Exempt works**

CONS/20/0244 Pinelands. Fell 1 x Oak. **No comment.**

11. Correspondence

None

12. Finance

- Receipts & Payments for April 2020:

	£	£	£
	Net	VAT (recoverable)	
Provisional Balance* at 30 April 2020			12,191.92
Receipts:			
Standing Order/Direct Debit payments:			
SOs: Salaries and expenses	525.67		525.67
Debit card payment:			
1&1: website monthly fee	5.00	1.00	6.00
Cheques/Online payments:			
Came & Company: Insurance renewal to 31/05/2021	482.73		482.73
Total payments for May			1,014.40
Balance after payments (This balance is in addition to £6,000 reserve)			11,177.52

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

13. Minstead Resilience

This month most of the support requests have been to collect prescriptions.

14. Matters raised by Councillors

- Concerns have been raised by those who walk along our small lanes of the danger caused by fast-moving cyclists overtaking from behind without warning. An appeal to cyclists to be considerate to walkers has been posted on Facebook. Cllr Bennett will report the matter to PCSO Williams.
- Surface water reported running down the hill at Sally's Water. Maintaining a ditch outside a property is the householder's responsibility.
- Broadband: enquiries from parishioners about progress on improvements. Cllr Taylor's attempts to contact Openreach have failed. He will draft letter to Cllr Heron, and contact Openreach again.
- The fence along the drive to Petershold has still not been reinstated; we had no bluebells, wood anemones, primroses or red campion, all of which provided food for hungry cattle - Clerk to write again to FE.
- Brambles re-growing fast on Top Green – Clerk to write again to FE.

15. Date of next Ordinary Meeting: 6 July 2020 at 19.30

Meeting closed at 20.44