

## Meeting of Minstead Parish Council

A virtual meeting

**Monday 6 July 2020 at 19.30**

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

**In Attendance:** P Osborne (Clerk), 1 member of public.

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

### 1. Apologies for Absence

Cllr Mrs Andrews (NFDC).

### 2. Public Participation Period

A parishioner outlined a planning proposal.

### 3. Declarations of Interests

Cllr Taylor declared a personal but not pecuniary interest as a neighbour in planning applications **20/00285 and 00286**.

### 4. To confirm the Minutes of the Ordinary Meeting held on 1 June 2020

These had been published. They were confirmed and would be signed later.

### 5. Matters Arising

- Fibre to the Premises Broadband: Reply from Openreach confirmed that Openreach is restricted across the New Forest because of difficulties encountered when trying to follow the rules that apply under various stakeholders' jurisdiction. Openreach hope to complete the build in Minstead before the end of 2020, but they can give no date for this. A letter has been sent to stakeholders/Julian Lewis Involved in Building Fibre to the Premises Broadband Infrastructure in Minstead appealing for resolution to problems so the work can be completed. No meaningful feedback as yet. This update on progress will be disseminated to parishioners via an eNewsflash.
- Brambles on Top Green: FE has included Top Green in the cutting programme this Autumn and will hope to clear the area in September.

### 6. Items Ongoing

- Removal from maps of path from the Grove to Thrifty Beeches: No progress. Closed.

### 7. Reports from County/District Councillors

Cllr Mrs Andrews (NFDC) reported:

- In the last week I have attended: a live cabinet meeting, a virtual Police and Crime Panel, a Recreational Management steering group, two Task & Finish groups focusing on different aspects of Recovery after Covid, two sessions of NFDC/NPA briefing sessions on the proposed Fawley Development. Today (Monday) I attended the Hampshire Adult Social Care which deals with health and the NHS across Hampshire, then in the evening I will be at the first virtual Council meeting, so my apologies for not joining you at the Parish meeting.
- There are various issues causing concern, not least the shortfall of £6m in the budget of NFDC; and I am sure HCC will have its own monetary problems.
- The decision by Forestry England to not open their campsites has caused widespread concern from shop owners and members of the council. There are hopeful plans to open other areas instead but this is still in the early stages of planning.
- Fly tipping is up as are calls to 101 mostly regarding anti-social behaviour.
- To end on a positive note the Police and Crime Commissioner has secured £565,072 additional funding from the Ministry of Justice (MOJ) to support organisations that are providing critical support to victims of domestic abuse and sexual violence across Hampshire, the Isle of Wight, Portsmouth and Southampton during the pandemic.

Council would like Cllr Mrs Andrews to pass on thanks to NFDC from Minstead Parish Council for clearing up the recent fly-tipping on Running Hill.

### 8. Reports from Parish Representatives

- Village Hall: Hall now re-opened for limited business, with comprehensive restrictions and conditions pertaining to safety of staff, customers users and adjacent residents. Auctions due to restart on 13 July.
- NFNPA:
  - No news on SW Quadrant representative election.
  - Virtual quadrant meeting was held on 18/06/20:
    - Gillie Molland - NFNPA Lead Ranger gave an update on ranger activity - good coordination between bodies. Things will have moved on considerably from then. *Keep Britain Tidy* litter pick now scheduled for September.
    - Steve Avery - lots of work being done on a vision for the waterside - led by NFDC - they are looking for a possible site for a new country park in the east to take recreational pressure off the New Forest.
    - Fawley Waterside planning application due to come to committee 28/07/20.
    - David Ilsley (NFNPA policy manager) - a full list of non-designated heritage assets will be appearing shortly; we should examine this very carefully when it emerges as it is relevant in planning applications. The design guide will be revised starting later this year and will be looking for input from the parishes. Three conservation area appraisals (NOT Forest Central South) will be updated starting later this year.
  - There is a 'Summit' virtual meeting facilitated by Steve Avery on 08/07/20 to discuss possible roles for volunteers in helping to manage increased visitor numbers this summer. Representatives from all four quadrants will be there along with other statutory bodies.
- Cricket Pitch - lease finishes at the end of this year. Clerk to write to FE and say we would like to renew.
- Report of anti-social behaviour at Minstead Road car park – inform beat police.
- Footpaths: FP 5 - Ditch blocked so path becomes wet near the top. Agreed to ask Mr Byford if he will deal with it. FP 9 hedge overgrown – ask Lengthsman to cut back.
- Police: Police met with parishioners following concerns expressed by them with regard to 'silent cyclists'. Beat report has subsequently highlighted need for road users including cyclists to be considerate, especially when passing pedestrians or animals.
- No news from NFALC.

## 9. Audit 2019/2020

The Internal Audit was completed in June with no issues to report and the Auditor's letter was circulated to councillors. All audit documents have been posted on the website. Vote of thanks to Clerk/RFO.

## 10. Planning

### Decisions

- 20/00288** Muffins. Swimming pool. **Grant**
- 20/00259** Castle Malwood Park Farm. Replacement triple bay garage; demolition of existing garage. **Grant**
- 20/00307** Malwood Walk House. Single storey side extension; associated landscaping (Application for listed building consent). **Grant**
- 20/00327** Muffins. Greenhouse. **Grant**

### Decision Awaited

- 18/00954** Petrol Station, Ringwood Road. Single storey rear extension to sales building to provide sandwich bar.
- 20/00346** Williams Hill House. Infill carport; alterations to garage doors and windows; external staircase.

### New Planning Applications

- 20/00313** Merrie Orchard. 1no outbuilding; demolition of existing outbuilding, **Comment No 3 with condition that it cannot be used as habitable space nor for purposes not incidental to the main dwelling.**
- 20/00285 and 00286** Stable Block, Minstead Lodge. New toilet block; demolition of existing lean-to toilet. **Comment No 3.**

**20/00379** Hartings. Replacement outbuilding with storage over; demolition of 4no. existing outbuildings. **Comment No 4 because overly large. Proposed outbuilding does not comply with DP37 in that it is disproportionate and not incidental to main dwelling.**

**20/00409** Stoney Cross Lodge. Installation of replacement sewage treatment system; demolition of existing tank. **Comment No 1.**

**20/00422** Merrie Orchard. Single storey rear extension with roof terrace over; single storey infill extension; demolition of lean-to. **Parish Briefing Note not yet available. Postpone discussion to next meeting.**

**19/00911** Peters Hold Farm. Replacement dwelling; detached garage/carport; associated works and landscaping. (demolition of existing dwelling and annex) (AMENDED PLANS), **Some agreement with Conservation Officer report that development proposed was not appropriate. Council would like guidance about floor space calculations.**

**20/00440** Thrifty Beeches. Outbuilding for land management. **Parish Briefing Note not yet available. Comment: Council will support this application subject to the Parish Briefing.**

**Trees**

**CONS/20/0251** The Rise, Newtown Road, Fell 1 x Ash. **No objections to this work but documentation should more clearly show location of trees.**

**CONS/20/0282** The Cottage, Toms Lane Corner. Fell 1x Hawthorne, fell 1 x Holly.

**CONS/20/0279** Little Orchard. Prune 1 x Ornamental Cherry tree.

**CONS/20/0334** The Thatched House, Blackwater Road. Fell 1 x Ash; prune 1 x Birch.

**No comments on these applications.**

**11. Correspondence**

To Read items, suspended during lockdown regulations, will now be circulated.

**12. Finance**

- Receipts & Payments for June 2020:

	£	£	£
	Net	VAT (recoverable)	
<b>Provisional Balance at 31 May 2020</b>			<b>11,177.52</b>
<b>Receipts:</b>			
<b>Standing Order/Direct Debit payments:</b>			
SOs: Salaries and expenses	525.67		525.67
<b>Debit card payment:</b>			
1&1: website monthly fee	5.00	1.00	6.00
Staples: printer ink	98.99	19.80	118.79
Hampshire Flag Co: St George Cross flag (£57.95) + shipping (£4.99)	62.94	12.59	75.53
Staples: batteries	6.68	1.34	8.02
<b>Cheques/Online payments:</b>			
JK Murray: Fee for carrying out Internal Audit 2019-2020	175.00		175.00
HMRC: PAYE for 1 <sup>st</sup> Quarter for Clerk + Lengthsman	380.30		380.30
<b>Total payments for June</b>	<b>1,234.78</b>	<b>34.73</b>	<b>1,289.31</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>9,888.21</b>

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

**13. Minstead Resilience**

Volunteer scheme has worked well during Lockdown. There have been no recent requests for help. Thanks are due to Minstead Lodge for offering meals.

**14. Review of parish council regulatory documents**

Most documents have been reviewed and appropriate amendments have been agreed. Clerk to update amended documents on the website and change *date of review*.

### 15. Speedwatch equipment – possible replacement SID

Copythorne parish council has suggested replacing the shared SID. Since the existing equipment is deemed to be better than the newer models, the Speedwatch Coordinator prefers to keep existing equipment until it fails and then replace with speed guns - cheap and easy to use. Council agreed to keep existing SID.

### 16. Matters raised by Councillors

- What are requirements insurance cover for volunteers on parish council projects e.g. litter picking? Clerk to find out.
- Community Shop would like to put out on the Green some tables and chairs for use by customers at weekends and bank holidays 9.30am to 4pm when the weather is suitable. Agreed.
- The rubbish bins on the Green fill up quickly but it has been observed that bins elsewhere are also full so maybe they are being emptied less frequently. Chairman to speak to NFDC. The Community Shop has its own bin - currently volunteers take the rubbish home but there are hopes of arranging to share the bins at the Trusty Servant.
- Dangerous practice - golf balls are being fired into a field with livestock in and footpath through. Put out reminder of dangers in next newsletter.
- Warning to horse owners – a horse has had tail cut which could be a signal for theft. If this happens, tell police.
- Village fete in August cancelled.
- Re-erection of fence around Manor Wood – Clerk to write again to FE.
- Defibrillator will need new battery soon.

### 17. Report from Parish Lengthsman

Work done during May:

- Footpath 5: strim grass, cut back areas of vegetation at path edge. Clean off debris.
- Footpath 4: strim grass, cut back hedge and overgrown whips. Clean off debris,

Work done during June:

- Four footpaths (FPs 4,5,9 and Footway opposite Old Court House): Strim grass, cut back whips/hedge.

Council would like him to clear the blocked drain across road at Gallery Cottage.

### 18. Date of next Ordinary Meeting: 3 August 2020 at 19.30

Meeting closed at 21.30