

Ordinary Meeting of Minstead Parish Council

Meeting held virtually

Monday 5 October 2020 at 19.30

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

In Attendance: Cllr Mrs Andrews (NFDC), P Osborne (Clerk), 2 public.

1. Apologies for Absence

None

2. Public Participation Period

None

3. Co-option of new councillor

Miranda Causton was proposed by Cllr Andrews, seconded by Cllr Saunders and agreed unanimously. She declared the *Acceptance of Office* which was signed by her and the Clerk.

4. Declarations of Interests

None

5. To confirm the Minutes of the Ordinary Meeting held on 7 September 2020

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

6. Matters Arising

None

The Shop has asked NFDC via the Clean Streets page on its website to meet and discuss options to deal with the excess rubbish problem on the Village Green that occurred in the summer and is waiting for a reply. Whatever is proposed will need the agreement of the Parish Council.

7. Items Ongoing

- Emptying of rubbish bins on Village Green: In hand. ~~Community Shop has requested from NFDC a second bin.~~ **Ongoing**
- Amendment to PC's Code of Conduct to include 'gifts and hospitality': Done. **Closed**
- Cricket ground – renewal of licence: Meetings have taken place with Paul Grugeon, Forestry England (FE) Land Agent, and with Secretary of Cadnam Cricket Club. Council wishes to renew the lease and Cadnam CC wishes to continue to use the ground and pavilion; but Verderers have the final say on renewal – if not renewed the area would return to grazing. In July, Verderers gave permission to Mr Grugeon to begin negotiations with Minstead parish council. Cllr Taylor to draft a proposal for Verderers Court by next council meeting (2 November). Estimates of costs from Mr Grugeon are:
 - One off legal cost for FE solicitors to draw up a deed – approximately £900.
 - Rental costs minimum £200 p.a. + £25 p.a. compensation for the square + £25 p.a. compensation for the rest of the pitch - ie, an annual total probably between £250 and £300 p.a. (subject to review every five years).
- Pavilion needs repair. Council would like to see more use of the ground by/for community. The current lease allows for use for 'social events held or authorised by the council'.
- Comments from Mr Grugeon:
 - Minstead is probably one of the oldest Forest cricket grounds – it may well date back to Victorian times.
 - Any 'tidying up' would need to be low key – keep this as a Forest pavilion/shed with a post and rail surround. If grass clippings are still allowed to be kept on site then the area would need to be made secure and presentable.
 - The existing septic tank would need an EA licence under new rules.
 - Estimates of number of matches would be useful, and number of cars parked at an average match.
- Cadnam CC has not used the pitch this year as it did not want the additional costs of making the facilities Covid compliant, especially with a reduced fixture list. They have maintained the pitch and intend to use it as normal next year. They would be prepared to meet the legal costs and annual fees on the same basis as the current arrangement. They intend to do some maintenance of the

pavilion/shed anyway (subject to the lease continuing). Last year they spent £1,200 renewing electrical systems in pavilion/shed.

Ongoing

8. Reports from County/District Councillors

Cllr Mrs Andrews reported from NFDC:

- Previously the council was looking towards recovery that is now tempered by preparation. We are looking at resources to support the Local Response Centre (Shielding Hub), should we need to fully stand it back up again, as part of the contingency plan.
- Individuals meeting certain criteria became eligible for self-isolation payments from 28 September and the council have been asked to have a system in place to administer these payments by 12 October. The payments are set at £500 and the eligibility criteria includes receiving Universal Credit, Job seekers allowance etc.
- The Hampshire Helpline has been rebranded from *Hantshelp4vulnerable* to *Hampshire Coronavirus Support and Helpline*. From the 6 October the phoneline will be known as *Hampshire Coronavirus Support and Helpline*; the number remains the same: 0333 370 4000.
- The council will be promoting three straplines for the near future: Educate, Support and Encourage.
- We want to keep everybody safe in our community and minimise the spread of the virus. To achieve this, we need everybody to follow the new government rules.

9. Reports from Parish Representatives

- Police Beat Report circulated.
- NE Quadrant meeting: slides from Steve Avery have been circulated; update on Waterside development.
- Junior Minstead has requested permission to set up a non-ghoulish *Mystic Forest* scarecrow trail at Halloween. Council agreed subject to Risk Assessment.
- Community Shop doing well.
- Hall Management Committee: replacement disabled access ramp is to be installed during November so possible temporary arrangements are being explored. Recladding of hall exterior will be done in stages using raw cedar.
- Cllr Saunders volunteered to take over responsibility for Footpaths from Cllr Cattell.

10. Report from Lengthsman

Work carried out in September:

- FP 4, 5 and Footway: strimmed grass, cut back whips/hedge, cleaned path.
- FP 9: cut back the first 30 feet from stile on Sallys Water (hedge consisting of brambles which had collapsed over path, due to wooden fence rotting); waste removed from site, grass strimmed. [*The remainder of hedge has had its annual machine cut carried out by land owner.*]
- Minstead Hall bus shelter: Painted with preservative, carried out minor repairs to woodwork.

Mr Short has commented that on first section of FP5 the fencing posts are rotting at base. Cllr Saunders to contact whoever has responsibility for that section of fence.

11. Planning

Decisions

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

20/00445 Wembdon. 2No.Carport outbuildings. **Grant**

20/00528 Auberge. Continued use of land as garden. **Grant**

20/00453 The Orchard, The Grove. Replacement outbuilding. **Grant**

20/00452 The Cottage, Toms Lane Corner. First floor extensions; conversion of attached stables to facilitate additional accommodation; alterations to fenestration; raised patio; demolition of existing porch; associated landscaping. AMENDED PLANS. **Grant**

Decision Awaited

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

New Planning Applications

20/00623 Hartings. Replacement outbuilding with storage over; demolition of 4no. existing outbuildings. **Comment No 5. Council would like to request that all conditions 1-8 (as amended to Revision E) including that from the Tree Officer in the original application (20/00379) be applied to this application.**

Trees

CONS/20/0474 The Rise. Fell 1 x Holly; Prune 2 x Holly, 1 x Oak, 1 x Hazel, 1 x Beech, 4 x Yew. **No comments.**

R14/15/20/0501 Cosy Hollow. Fell 1 x dead Beech. [*Exempt works*]

12. Correspondence

To Read: LCU [*Items circulated*].

13. Finance

- Budget Report for 2nd Quarter. This had been circulated. There were no questions.
- Receipts & Payments for September 2020:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31 August 2020			8,749.87
Receipts:			
NFDC: Business Grant			10,000.00
NFDC: Precept			5,750.00
Standing Order/Direct Debit payments:			
SOs: Salaries and expenses	525.67		525.67
ICO: Data Protection renewal fee (01.11.2020 to 31.10.2021)	35.00		35.00
Debit card payment:			
1&1: website monthly fee	5.00	1.00	6.00
Cheques/Online payments:			
Grant to Minstead Flower Show	378.00		378.00
L Byford: repairs to kissing gate (FP5)	100.00		100.00
WelMedical: replacement battery for defibrillator (£160 + pp)	169.95	33.99	203.94
HMRC: PAYE for Clerk & Lengthsman for 2 nd Quarter	381.20		381.20
Total payments for September	1,594.82	34.99	1,629.81
Balance after payments (This balance is in addition to £6,000 reserve)			22,870.06

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

14. Matters raised by Councillors

- Planning White Paper: consultation closes 29 Oct. Cllr Hough to draft a response from council. Link to this consultation to be included in next Newsletter so parishioners can respond.
- Minstead Fibre Broadband Scheme: update prepared for newsletter. Cllr Taylor willing to respond to questions.
- Hants Community Energy Survey: Cllr Taylor responded for council.

- Report by parishioner of a shepherds hut in the paddock at My Way, The Grove. Clerk to report to Planning.
- Report of vegetation obscuring visibility on Newtown Road opposite Splash. Clerk to write to Minstead Manor (Sarah Green) re clearance.
- Cllr Cattell has resigned after 43 years on Parish Council, including several terms as Chairman and Vice Chairman. The Chairman thanked him for his exceptional service to the community.

15. Date of next Ordinary Meeting: 2 November 2020 at 19.30

Meeting closed at 21.20