

Ordinary Meeting of Minstead Parish Council
Meeting held virtually in accordance with Regulations for Covid-19 pandemic

Monday 4 January 2021 at 19.30

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

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

1. Apologies for Absence

Cllr M Causton

2. Public Participation Period

Representatives of planning application 20/00940 answered queries on the proposed development.

[Item 10, application 20/00940 was taken at this point]

3. Declarations of Interests

None

4. To confirm the Minutes of the Ordinary Meeting held on 7 December 2020

These had been circulated and were agreed and signed.

5. Matters Arising

- Yellow discs to indicate footpaths: HCC Countryside Access response was that “wooden fingerposts mark where the path leaves the road and the waymarking discs (yellow for footpaths) are placed at the points on the path where you have to make a decision on which way to walk, in between the fingerposts.”

6. Items Ongoing

- Cricket ground – renewal of licence: No progress.

Ongoing

7. Reports from County/District Councillors

Cllr Mrs Andrews (NFDC) reported: on support for covid:

- Local Response Centre

Referrals are being handled by the CCTV/Appletree Careline team. We anticipate an increase in demand over the next few days as Hampshire sent out 6,500 text/emails/letters to the Clinically Extremely Vulnerable (CEV) in our area. We’ve already had 11 in this morning.

Hampshire has asked us to deliver 28 letters by hand where they do not hold a phone number or email address for the individual and the parking team are delivering these today. The letter advises of the changes and directs to the available support. The Government has also written to all those classified as CEV in new tier 4 areas. The main difference is that CEV individuals are advised not to visit shops or pharmacies and as such are entitled to register for priority supermarket delivery slots. The helpline will once again be stepped up to a 7-day service. We can arrange additional support from Monday if necessary.

- Food Larders

We have introduced Food Larders into the district with *Fairshare* and are hoping to expand onto the Waterside and have identified 4 locations. *Waterside Foodbank* will top up as necessary.

We liaised with *Citizens Advice New Forest* and they will attend these so they can provide information, advice and support. Our plans are to build on this, e.g. cooking on a budget, debt, fuel poverty, etc.

We are keen to bring all the groups together so we can all work together and not in isolation, this will bring greater community benefits.

8. Reports from Parish Representatives

- Council Facebook posts are being read by many so this is an effective means of communication.
- Since information posted on website is only seen by those who open the website, the next Newsletter will include encouragement to parishioners to sign up to receive information directly.
- Cllr Saunders is monitoring footpaths.
- Speeding is a widespread problem for which a Speed Indicator device (SID) might help. There would be costs for poles and attachment and the SID would be visually intrusive. Councillors suggested as possible locations: near Village Hall, Football Green and C17. Cllr Bennett to continue the

discussion with PCSO Williams regarding potential locations of SID poles in Minstead; Cllr Andrews to ask for NFDC's temporary SID on the C17 again; and to seek costing for the pole attachment kits for our SID; and to investigate the suggested locations for dedicated poles in Minstead with HCC (Mandy Ware).

- NPA consulting on walking. Parking on verges is a hot topic.

9. Report from Lengthsman

He reported that bad weather and Christmas precluded work in December.

Cllr Smith cleared ditch outside Furzey but found that the pipe is excessively deep. Cllr Andrews to consult Highways on this.

10. Planning

Decisions

20/00806 Cosy Hollow. Application to vary conditions 1a and 1b of planning permission 15/00937 to allow the retention of the structure for a further 5 years for sole occupancy by Mr Peter Galton. **Grant**

Decision Awaited

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

20/00821 The Cottage, Toms Lane Corner. Application to vary condition 1 and remove condition 3 of Planning Permission 20/00452 for first floor extensions; conversion of attached stables to facilitate additional accommodation; alterations to fenestration; raised patio; demolition of existing porch; associated landscaping.

20/00859 West Wing Cottage, Castle Malwood Lodge. Application to regularise creation of double doors in place of a window on side elevation and internal stud partitions between dining and living room and hallway and kitchen (Application for Listed Building Consent).

20/00822 Communications site, Castle Malwood. Replacement antennas on existing steelwork mounts; new GPS antenna and ancillary radio equipment on existing monopole mast; internal amendments to equipment; upgrade to feeder cables; ancillary development.

New Planning Applications

20/00874 Auberge. Replacement outbuilding; alterations to existing outbuilding; access alterations; 2no. new entrance gates; 1no. new pedestrian access gate. **Comment No 4 because the proposed gates and fencing are visually intrusive in character and size; they contravene the distinctiveness of the immediate vicinity, being in a prominent visual position in the Conservation Area. However, we have no objection to the outbuilding.**

20/00912 Ciuin, School Lane. Agricultural store; alterations to existing agricultural barn; hardstanding. **Parish Briefing not yet available – postpone discussion to next meeting.**

20/00793 Minstead Village Hall. Replace existing black cedar cladding with natural western red cedar cladding. **Parish Briefing not yet available – postpone discussion to next meeting.**

20/00940. Broadwood. Outbuilding. **Comment No 3 with conditions: (a) the outbuilding is ancillary, not to be used as habitable space; (b) hedging or adequate screening should always remain in place.**

20/00868 Robins Bush Farm. Application for Lawful Development Certificate for proposed of use of outbuilding to ancillary residential use, internal alterations to facilitate new use and external repairs. **No documentation available so unable to comment.**

Trees

CONS/20/0726 Field Adjacent to Pilmore Heath Farm, Emery Down. Prune 4 x Oak; fell 1x Oak. **No comment.**

11. Correspondence

None

12. Finance

- Budget Report for 3rd Quarter. This had been circulated and there were no questions.

- Budget for 2021-2022. Draft budget had been circulated. Approval of the draft budget was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed.
- Receipts & Payments for December 2020:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30 November 2020			22,798.64
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:			
Wel Medical: replacement pads for defibrillator) £32.95 + £5.95 delivery	38.90	7.78	46.68
W. Andrews: Chairman's Allowance 2020-2021	245.00		245.00
Total payments for December	814.57	8.78	823.35
Balance after payments (This balance is in addition to £6,000 reserve)			21,975.29

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

13. Matters raised by Councillors

- The exterior light on Trusty Servant is blinding oncoming road users: Clerk to contact landlord to ask that it to be adjusted.
- Defibrillator pads have expired but new ones not yet received: Clerk to contact supplier to ask whether the defibrillator should be removed until new pads are fitted.
- Resident in 7FT has conflicting information re availability of broadband: Openreach information shows that it is not available in that area.
- Hampshire Cyber Watch: something to be aware of.
- Wood Fuel Supplies: Clerk to seek clarification of what effect, if any, the new regulations on wood fuel quality will have in the Forest.
- HCC Trigger Tool online training for those volunteering with vulnerable people: Cllr Taylor to circulate a link.
- 2021 Census: can we have clarification of exactly what help the census team are asking for - Cllr Andrews to first ask Cllr Mrs Andrews.
- Broadband: Cllr Taylor continues to chase Openreach and other stakeholders for news on FTTP build. Responses were limited over Christmas and New Year. We have started the gigabit voucher process of trying to get FTTP coverage for parts of the village not already in existing schemes and will provide updates as information becomes available from Openreach.
- Covid Support Grants received: Council will meet (virtually) before next meeting to consider and discuss how best to use this funding for community support.

14. Date of next Ordinary Meeting: 1st February 2021 at 19.30

Meeting closed at 21.31