

**Ordinary Meeting of Minstead Parish Council  
Hybrid Meeting – Danby Room & Virtual Meeting  
Monday 2 August 2021 at 19.30**

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

**In Attendance:** B Mollett (Clerk), 1 x public (via Zoom).

**1. Apologies for Absence**

Cllr Mrs Andrews

**2. Public Participation Period**

A parishioner the council on their current planning application and responded to councillor questions.

**3. Declarations of Interests**

None

**4. To confirm the Minutes of the Annual General Meeting held on 5 July 2021**

These had been published and were confirmed and signed.

**5. Matters Arising**

- Parish Council Reports
  - Cllrs Bennett/Saunders to agree drop-off point for fete items - Agreed
  - Cllr Bennett to contact PCSO Williams regarding public meeting – Completed and PCSO Williams will attend when church coffee meetings restart – date TBC
- Regulatory Docs Review – Clerk to apply updates and review with Cllrs – In progress and carried forward
- Matters Raised by Cllrs
  - Plan for A326 and Waterside Transportation responses due end August. Cllrs to review and respond due end of August  
*Following discussion it was agreed to hold a further mtg to discuss this item and Partnership Plan on 12/8 via Zoom*  
*Actions: Cllr Taylor will review and circulate view prior to meeting and Cllr Bennett or Cllr B Andrews to set up Zoom mtg*
  - A31 /C17 signpost has been wiped out. Cllr Smith to report - Done
  - Stalled roadworks on C17 between Sinefield and Fishpond Piece - Cllr Andrews will address this issue with Hampshire Highways Done but no action as a result
  - Support for elderly parishioners occasional transport with Minstead Resilience to offer possible support - Cllr Bennett has followed up and further action was discussed.  
*Follow-up Actions:*  
*Clerk to add as an agenda item to discuss at next meeting and*  
*Cllr Hough to draft an outline approach for discussion*

**6. Items Ongoing**

- Cricket ground – Nothing further to report this month

**7. Reports from County/District Councillors**

Cllr E Heron (HCC) had circulated a Summer Report (as below):

## Summer 2021 Update

### County Council commits additional £1 million to rural broadband scheme.

Hampshire County Council is investing a further £1 million to support the delivery of high-speed broadband to households in rural parts of the county. The funding will 'top-up' the Government's existing Gigabit Broadband Voucher Scheme, to help people in hard-to-reach locations get a fast, reliable broadband service.

Councillor Edward Heron, Executive Member for Recreation, Heritage & Rural Affairs said: "The Covid-19 pandemic has reinforced how vital it is for communities to have access to reliable fast broadband. This enables people to stay socially connected, perform essential tasks, to work and learn from home, whilst also supporting economic activity.

"The vast majority of Hampshire – more than 97% of premises - can access superfast broadband and since 2013, we've championed high speed connections for those in hard-to-reach areas. Thanks to this rollout, we have enabled 115,000 more homes and businesses to get connected.

"But it is important that we continue to target additional "broadband not-spots" so we are committing a further £1million to 'top up' the national voucher scheme. This will help even more people to get high speed connections where commercial operators will not provide services, due to the higher costs involved. I urge people to check if they are eligible for this financial assistance."

While superfast broadband (speeds of 24Mbps or more) is available to more than 97% of premises in Hampshire, those living in remote locations have often missed out as their areas are more difficult – and consequently more expensive – to reach.

The Hampshire Top-Up to the [Gigabit Broadband Voucher Scheme](#) has been designed to address this issue by offering additional funding towards the cost of installing gigabit-capable broadband. It will enable eligible residents to get vouchers worth up to £3,000 per property - double that of the standard voucher, recognising the higher costs of installing broadband services in these harder-to-reach areas. Last year's scheme supported over 2,400 premises to progress with their plans for full fibre broadband.

Gigabit-capable broadband (also known as ultrafast broadband) has speeds of up to 1,000Mbps or 1Gbps. It means residents will be getting the latest technology, delivered straight to their homes. They will then be able to choose an internet package from a provider to suit their needs and budget.

To qualify for the scheme, residents must live in a rural area, be unable to get broadband speeds of 100Mbps or more and apply as a group of two or more premises. Applications for funding are made by the supplier directly to the Government, there is no need for a separate application to Hampshire County Council.

The Gigabit Broadband Voucher Scheme with Hampshire Top-Up will be allocated on a 'first-come, first served' basis. To find out more, go to: [Hampshire Superfast Broadband](#).

### **Mobile Post Office to visit Cadnam on Fridays from 23<sup>rd</sup> July.**

I have been received the following information from the Post Office:

“We are delighted to let you know that we will be restoring the Post Office services to the community of Cadnam.

Since the closure of the above branch, we have been working hard to identify a solution to restore services locally and we are pleased to be able to reinstate a temporary Mobile Post Office service to the community, whilst we continue to seek a permanent solution.

We are therefore introducing a Mobile service, which is a tried and tested way of maintaining services to the communities. The Mobile Service is a travelling Post Office aboard a specifically designed vehicle that brings Post Office services and retail products to communities without relying on fixed premises that has formed part of our operational network for some years now.

We are pleased to inform to you that the Postmaster from Grayshott Post Office who currently operates a Mobile service in the area, will be extending the Mobile service to the above location and this is planned to commence from Friday 23 July 2021.

We appreciate that for some customers the opening times may be less convenient than for others and these opening times reflect customer usage which will allow us to maintain a Post Office service to the community for the longer term. We will continue to review and monitor services on an on-going basis, and should customer usage increase significantly, consideration would be given to adjusting service times accordingly.

If there are any unforeseen changes to the dates, posters will be displayed locally to let customers know. I know that the local community will join me in welcoming this good news and hope that you and our customers will continue to use this service.”

## **Hampshire County Council to invest a further £1.2 million in projects to tackle climate change.**

A pilot scheme to run some Hampshire County Council fleet vehicles on eco-friendly biofuel is part of a £1.2million package of measures to tackle climate change.

The plans also include funding for tree planting and extending and enhancing natural habitats as well as energy efficient technology for public buildings.

The funding was agreed at a meeting of the County Council's Cabinet and forms part of a commitment to become carbon neutral by 2050 and to prepare to be resilient to the impacts of temperature rises.

“Hampshire County Council has set out a clear action plan to tackle the climate emergency and this includes putting carbon reduction at the heart of all we do. This package of measures will help us to further drive down carbon emissions across our corporate fleet, make public buildings more energy efficient and help our natural environment to become more resilient to the impacts of rising temperatures. Our activities can also play an important role in supporting the growth of the green economy in Hampshire which will be so important as we recover from the impact of Covid-19.”

“As part of our commitment to tackling climate change we have already made key investments in electric vehicle infrastructure, are trialling on-street electric charging, and are supporting communities and residents across Hampshire with a range of projects including the purchasing of solar panels.”

A wide range of projects will benefit from the share of the £1.2m investment and the aim is to pilot or expand innovative carbon reduction initiatives including:

- Enabling some of Hampshire County Council's corporate fleet vehicles (many are already electric) to run on eco-friendly biofuel rather than fossil fuels – a pilot will start this summer
- Tree planting within Hampshire Country Parks and on other land
- The creation of a new seed propagation unit at Sir Harold Hillier Gardens in Romsey, designed to grow and nurture plants that may be at risk due to rising temperatures and to provide educational opportunities at the site
- Adapting our land management in response to climate change challenges and to create more joined-up and resilient eco-systems

- Plans to transform the River Hamble Country Park into a carbon-friendly destination
- A food waste initiative at Royal Victoria Country Park
- Energy efficiency measures in community buildings

For a full list, visit the [Decision Report](#)

Hampshire County Council's Executive Member for Climate Change and Sustainability, Councillor Jan Warwick, said: "Investing in climate change projects helps to improve our quality of life now and for future generations. This money is going to support 18 fantastic schemes that will pilot and develop new ideas and greener technologies. Benefits will range from a reduction in heat loss in our buildings – and ultimately cheaper fuel bills – to increasing carbon capture through tree planting along with supporting wildlife."

The funding will support projects over the next two years and has been generated from efficiency savings.

Cllr Mrs Andrews (NFDC) provided an email update prior to the meeting:

It is typical that just as we start to have face to face meetings I find myself in a half leg plaster, useless with crutches and depending on the loan of a wheelchair from our friends at the wonderful New Forest Disability.

Thanks to my driver, I have not missed any meetings. Each time a Teams/Zoom request comes in an email I do breath a sigh of relief. I am delighted that I can safely stay at home and I do not have to experience some of the highly suspect disability access to some public buildings. I give Fareham council building 10 out of 10 for access and safety evacuation procedures. Our own very ancient Appletree court “**nul point**” it expects a wheelchair user to exit the building by pushing a green button to electrically release one side of a double door, then manoeuvre the door inwards only to find it is not wide enough for a wheelchair and the second door is firmly bolted top and bottom out of reach of any brave soul holding the first door open with the un plastered leg. I have already opened discussions!

A quick “skip” through my diary shows that I have attended:-

An Air quality briefing, its not a bad as it was, but we continue to monitor and in Lyndhurst High St. it is much improved due to a change in the traffic light sequencing.

Hampshire 2050,

Transport, Spatial Planning and Decarbonisation Hampshire.

I visited a local house with a ground source heat pump and learnt more about it. It proved to me that any idea of retro fitting council houses with this form of heating would be incredibly expensive. So why aren't all new developments built prepared for green energy and grey water recycling? Good question.

Visited a Wyatt Homes Development in Romsey as they prepare to put in a similar planning application for Bransgore.

Attended a Recreation Management Strategy Steering group meeting, the final one for Nigel Matthews who has retired and will be missed.

Attended The NFDC Planning Committee meeting which approved the outline application for up to 80 houses at land north of Loperwood Lane Totton.

The first time I represented NFDC at the Partnership for Southern Hampshire (PFSH) in Fareham, the travel time there and back was longer than the meeting. Plans for a scheme to mitigate nitrates to allow new development was discussed, councils could buy mitigating nitrate shares and hold them so that they could sell them on to small developers to avoid expensive legal costs.

Waterside Strategy Consultation Q&A session looking at options to improve transport roads, cycling paths and railway.

Two training sessions one on Sustainability and one on Climate Change and the Environment.

Cabinet meetings/Council meetings/Portfolio briefings and of course my NFDC emails.....

## **8. Reports from Parish Representatives**

- Gigabit Offer has been received and will be further pursued by Cllr Causton requires a minimum of ~30 properties to support
- NFALC AGM Held and minutes circulated to Cllrs, October meeting will be a face to face meeting
- Website - Further updates applied and cleanse of old files is required (replace with links to archive)
- Cycling & Walking – Update expected in next 2-3 weeks
- Village Hall - being clad, bookings are currently good.

- PCC – Further unusual activity in car parks has been reported *Cllr Bennett to contact PCSO R Williams to discuss public meeting and also to request pack for advice in preventative action in respect of burglaries.*

## 9. Report from Lengthsman

Report of works for July:

- Bull Lane: strim grass, cut back hedge, clear path .
- Church footpath strim path cut back overgrown vegetation and whips.
- Strim vegetation from under seat on village green.
- Strim vegetation from under seat cricket green.
- Weed War Memorial.
- Red House: Strim grass cut back hedge, clear path.

## 10. New Forest Partnership Plan

Due to the planned meeting being delayed this will be discussed at a Zoom mtg on 12/8 (see 5. Matters Arising above).

## 11. Planning

### Decisions

None-Applicable

### Decision Awaited

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

**21/00128** Mill Lane Cottage. 1no. outbuilding; demolition of 2no. outbuildings.

**21/00378** Belwood Cottage, Peartree Lane. Two storey extension; single storey extension;

**21/00505** - MERRIE ORCHARD, FOOTBALL GREEN, MINSTEAD, LYNDHURST, SO43 7FR

**21/00565** - Land of Furzey Gardens, Off School Lane, Minstead, SO43 7GL

**21/00512** - MY WAY, THE GROVE, MINSTEAD, SO43 7GG

**21/00513** - OAKFIELDS, STONEY CROSS PLAIN ROAD, STONEY CROSS, LYNDHURST, SO43 7GP

### Applications Deferred (from last meeting)

None-Applicable

### New Planning Applications

**21/00652** - WHITETHORN, CHURCH LANE, MINSTEAD, LYNDHURST, SO43 7FY

**Response 3.** Recommend approval sensible in current environment.

### Trees

**CONS/21/0362** - Glebe Cottage, Lyndhurst Road, Minstead, Lyndhurst, SO43 7FY

Pollard 1 x Eucalyptus tree, Pollard 2 x Willow trees and Prune 1 x Oak tree

**Response - No Objections**

## 12. Correspondence

To Read: LCU, Clerks & Councils Direct (new circulation commenced with Cllr B Andrews).

## 13. Finance

- **Q1 2021 Budget Report**
  - *Reviewed and accepted by Cllrs*

- **Payments for approval**
  - **Quarterly PAYE Payments to 6<sup>th</sup> June (Payee HMRC) Adjustment (retrospective approval)**
    - Amount- £22.20
    - This July payment was adjusted due to late receipt of additional amount due from HMRC
    - Payment was made 20/7 – Paid by B. Mollett (Clerk) and Authorised by Cllr Andrews
  - **Minstead Hall – Payment for use of Danby Room June 2021 to Mar 2022**
    - Amount £388.08 (2 x invoices)
  - **Minstead Flower Show – Hall Booking Costs**
    - Amount £429.96 (1 x invoice)
  - **PKF Littlejohn LLP – External Audit Fee**
    - Amount £240 (£200+VAT)
- **All payments were approved for payment (Proposed Cllr Andrews, Seconded Cllr Taylor)**
- **Receipts & Payments for July 2021:**

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
<b>Balance at 30 June</b>			<b>37,922.99</b>		
<b>Receipts:</b>					
N/A					
<b>Standing Order/Direct Debit payments:</b>					
SOs: Salaries and expenses	302.38		302.38		
<b>Debit card payment:</b>					
1&1 IONOS: website monthly fee (Pending)	5.00	1.00	6.00		
<b>Cheques/Online payments:</b>					
J K Murray – Internal Audit Fee	180.00		180.00	BM	WA
HMRC PAYE (260 plus adjustment 22.20)	282.20		282.20	BM	WA
Minstead Community Shop (Grant)	1000.00		1000.00	BM	WA
Printer Ink (Re-Imburse to Clerk)	18.14	3.64	21.78	WA	RT
<b>Total payments for July 2021</b>	<b>1787.72</b>	<b>4.64</b>	<b>1792.36</b>		
<b>Balance after payments (In addition to £6,000 in reserve.)</b>			<b>36130.63</b>		

*Financial statement was accepted by the meeting.*

#### 14. Matters raised by Councillors

- Drainage issues on village green raised. *Cllr Smith to speak to parishioner for possible assistance.*
- Cllr Taylor advised parishioner concerns on raised kerbs on road between Trusty Servant and Minstead Study Cebtre and subsequent vehicle passing issues. Item was discussed but apart from encouragement to trim hedges Council can take no further action, it was noted that roadside was in deteriorated state prior to kerb installation
- Mill Lane traffic issues report has now been published. Further communication with residents and Lyndhurst PC will take place once everyone has had chance to fully digest the report (possibly in Sept/Oct) – *Cllr Taylor to represent Minstead PC*
- Cllr Taylor also advised that the Mill Lane residents group were still pursuing the Gigabit scheme in their area.



- Discussion was held on clarification on responsibility for roadside edge maintenance within the parish clarification will be sought from HCC. *Cllr Taylor to draft a request for review by Cllrs before forwarding to Cllr Heron.*
- Ragwort issues were discussed and to be included in newsletter – *Action Cllr Causton (already done)*
- Latest report on Old Bakery Village Shop change of use had been circulated. The council discussed and no further constructive options are available at this point.
- A31 West Verge between Travelodge and C17 - still no action, but Cllr Andrews has reopened discussion with Highways England who are considering their response.

**15. Date of next Ordinary Meeting: 6 September 2021 at 19.30.** This will again be a hybrid meeting in Danby Room.

Meeting closed at 21.30