

**Ordinary Meeting of Minstead Parish Council
Hybrid Meeting – Danby Room & Virtual Meeting
Monday 4 October 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. Apologies for Absence

Cllr E Heron, G Saunders, Cllr Mrs D, Andrews (unable to join due to Zoom issues)

2. Public Participation Period

No attendees (due to issues with Zoom connection).

3. Declarations of Interests

None declared.

4. To confirm the Minutes of the Ordinary Meeting held on 6 September 2021

These had been published and were confirmed and signed.

5. Matters Arising

- Carried Forward
 - Drainage on Village Green
 - *Cllr B Andrews* to speak to potential parishioners for assistance.
 - Support for elderly parishioners
 - Following discussion, it was agreed that we would update our emergency plan and support Lyndhurst Neighbourcare with volunteer drivers.
 - Emergency Plan is managed by Cllr Bennett but needs a co-ordinator. Cllr Hough agreed to undertake this role.
 - A31/C17 Intersection
 - Fence has been repaired, *Cllr Smith to follow-up further action.*
- Response to HCC traffic survey
 - Target to publish in 2 weeks time.
- Work for Lengthsman
 - 1st step on footbridge on path above Furzey Gardens repairs have been notified to Lengthsman
- Correspondence received on “Original” Village Shop
 - Response has been sent by Cllr B Andrews, additional legal summary to be sent by *Clerk* to ROOMS representatives (action completed)
- Caravan on front paddock of “Park Farm House”
 - Reported to NFNPA and caravan moved
- Water Leaks within parish
 - *Cllr Bennett* to report to Bournemouth Water (carried forward).
- Telephone Box Repairs
 - Deferred to March 2022.

6. Items Ongoing

- Cricket ground – further update next month.
- A31/C17 Intersection – for monitoring

7. Questions for Cllr Heron

- Cllr Heron unable to attend the meeting (apologies received)
- *Clerk* to seek response to questions from Cllr Heron

8. Reports from County/District Councillors

Cllr E Heron (HCC): No report this month.

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

- Work on Part 2 of the Local Plan commenced with a Call for sites which is asking anyone who thinks they may have a site capable of accommodating small scale housing or employment development or open space/habitat creation of nitrate or phosphate projects to respond to a series of questions. This runs until the end of September
- Work commenced on the Green Infrastructure Strategy which is the term used to describe the network of natural and semi-natural spaces and corridors in a given area.
- Work commenced on Supplementary Planning Documents, (these are Documents which add further detail to the policies in the Local Plan) on Climate Change looking at how we achieve the most sustainable developments across the District.
- Just submitted a bid to be part of a pilot for Local Design Codes Councils will be given a funding boost to develop new local design guides for housing development, A new national design code meaning areas are beautiful, well-designed and locally-led is being tested across 14 areas in England. We hope to be one of them.
- The number of projects coming into both Development Management and Building Control remain high.
- Near concluding the procurement process for the replacement Planning and Environment ICT system.
- Working with HCC on Waterside Transport projects.
- Started working with Network Rail on the possible Re Opening of the Passenger Waterside line (Network Rail now leading this project rather than HCC)
- These are exciting times with major regeneration and development in Ringwood, Fordingbridge, Totton and the Waterside. We have the opportunity to make a huge difference to the people who live and work in this District.

9. Reports from Parish Representatives

- PCC – Police continue to monitor car parks, PCSO Williams looking to attend October coffee morning at ALL Saints.
- Gigabit – Cllr Causton has submitted for the scheme approx. 4-6 weeks for response.
- NFALC Meeting has been held – next meeting dates awaiting confirmation
- Quadrant Meeting has also been held.
 - 2 matters for consultation are currently circulating (Building Design Guide and Pop-Up Campsites Article 4 changes. *Cllr Taylor* to draft responses for review by council
 - Forestry England has also advised of changes to rules for organised events. A link has been circulated to Cllrs which explains the new rules.
- Village Hall – cladding has recommenced

10. Report from Lengthsman

Report of works for September:

1. Parish notice board Minstead green Clean, sand woodwork, cleaned and painted with varnish 1. hour 30mins.
2. Church footpath strimmed whips cut back. 3 hours.
3. Bull lane footpath strimmed 1 hour 30 mins.
4. Traffic speed sign boards at Robin's corner: Overhanging vegetation cut back. Signs clean 2.00 hours.
5. Inspect footbridge at Grove defective step for repair. 20 mins
6. Attached report pre-winter Grit status. 2 hours.

Actions: Cllr Taylor to report damaged bin (completed)

Other Cllrs to identify other grit bin issues for reporting

11. Building design guidance for the New Forest National Park

This was dealt with under agenda item 9 and response drafted during October by Cllrs

12. Parish Clerk – Probation Period

Probation period for Parish Clerk and RFO has been completed.

Council agreed satisfactory completion and change of pay grade.

Proposed Cllr B Andrews, Seconded Cllr Taylor and approved by meeting.

13. Planning

Decisions

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

Grant Subject To

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

Grant Subject To

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

Grant Subject To

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.

21/00751 - 1 SEAMANS COTTAGE, SEAMANS LANE, MINSTEAD, LYNDHURST, SO43 7FU

Applications Deferred (from last meeting)

21/00781 - SINEFIELD, EMERY DOWN, LYNDHURST, SO43 7GA

Response 3 – Recommend Approval

New Planning Applications

None applicable

Trees

CONS/21/0444 - HAZEL HILL FARM, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Prune 1 x Goat Willow tree (already approved)

CONS/21/0463 - THE COTTAGE, TOMS LANE CORNER, STONEY CROSS PLAIN ROAD, NEWTOWN, MINSTEAD, LYNDHURST, SO43 7GF Fell 1 x Iron tree (already approved)

CONS/21/0507 - HAZEL HILL FARM, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Fell 1 x Silver Birch tree, 3 x Goat Willow trees, 1 x group of self seeded poplar trees

CONS/21/0519 - Peters Hold, Newtown Road, Minstead, Lyndhurst, SO43 7GJ Fell 1 x Poplar tree

Response to all Tree Consultations – Raise no objections

14. Correspondence

To Read: 3 updates in circulation

15. Finance

- **Budget Report Q2 2021/22**
- **Payments for approval**
 - **Data Protection Renewal Fee (for note only)**
 - Cost of £40 to be paid by direct debit on 1 November 2021
- **Receipts & Payments for September 2021:**

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance at 31 August			34577.16		
Receipts:					
N/A					
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	489.43		489.43		
Debit card payment:					
1&1 IONOS: website monthly fee	5.00	1.00	6.00		

Cheques/Online payments:					
CommuniCorp (Local Councils Sub)	75.00		75.00	BM	HB
Minstead Players (Grant)	550.00		550.00	BM	RT
Total payments for September 2021	1119.43	1.00	1120.43		
Balance after payments (In addition to £6,000 in reserve.)			33456.73		

- **Budget Report, Payments and Financial Statements**
 - Were accepted by the meeting with no questions
 - Approval proposed by Cllr B Andrews, Seconded by Cllr Bennett and accepted by the meeting

16. Matters raised by Councillors

- Trees – Queens Green Canopy Council Support or Promotion
Action: Cllr Taylor to contact NFNPA environment representatives to consider a co-ordinated response from surrounding parish councils (Action completed)
- Cllr Taylor reported broadband update from Openreach has been received but detailed plan from Openreach is still awaited.
- Cllr Andrews raised the issue of new Cadnam pylon and its aesthetics and colour. *Action Cllr Taylor to report council concern around colour of pylon to NPA.*

17. Date of next Ordinary Meeting: 1 November 2021 at 19.30. This will again be a hybrid meeting in Danby Room.

Meeting closed at 21.20