

**Ordinary Meeting of Minstead Parish Council  
Hybrid Meeting – Danby Room & Virtual Meeting  
Monday 6 September 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 discussed the response to the HCC traffic survey with the councillors.

Current Status:

Lyndhurst and Minstead Parish councils are preparing a joint statement in response to the 2018 survey. The aspirational target is for this to be complete by 30 September but will be subject to availability and meetings of both councils. Once agreed between the Parish Councils this will be reviewed with residents.

### 3. Declarations of Interests

Cllrs Bennett and Hough declared an interest in Minstead Players and Junior Minstead and will not vote on Agenda Item 10 – Grant Request

It was noted that Cllr Causton is a near neighbour to Planning Appln 21/00751 but has no specific interest or relationship with the applicants.

### 4. To confirm the Minutes of the Ordinary Meeting held on 2 August 2021

These had been published and were confirmed and signed.

### 5. Matters Arising

- Regulatory Docs Review – Clerk to apply updates and review with Cllrs – Completed
- Support for elderly parishioners occasional transport with Minstead Resilience – Added to agenda (item 11 below)
- Drainage issues on village green - Cllr Smith to speak to parishioner for possible assistance
  - This was completed but further actions arising
  - Cllr Saunders & Smith to review with parishioners who have agreed to help and agree best way to address.

### 6. Items Ongoing

- Cricket ground – Cllr Taylor reported some progress, amended plan to show missing fence and chased Natural England for further information

### 7. Reports from County/District Councillors

Cllr E Heron (HCC): No report this month but will seek to attend next council meeting in person.

*Action: Cllr Taylor to prepare and circulate questions for Cllr Heron on state of roadside and clarifying ownership to enable repairs.*

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

A new CEO has been appointed to NFDC, she replaced Bob Jackson who has recently retired. The interview panel unanimously recommended the appointment of Kate Ryan to the role at full Council on 6th September.

Kate is currently Chief Operations Officer at Bournemouth, Christchurch and Poole Council where she has responsibility for their communities, destination & culture, environment, housing, transport & engineering and planning services. Kate has previously worked for both District and Borough Councils and has a track record of building effective partnerships and delivering outcomes working with public sector partners. She will be joining NFDC in December until then Colin Read (Deputy CEO) returned to the council from his retirement to cover until December. It is a delight to welcome Colin back.

A new Corporate Plan will be announced in the near future which will detail the aims of this Council in the coming years.

In my own Portfolio it is an exciting time. Developers have been slower than expected to bring forward homes, in some part due to cost of supplies and difficulty in deliveries.

The Local Plan details major new building in Ringwood, Fordingbridge. And Totton. The vision for the Waterside is more advanced and a hint has been dropped that the old railway line may well be up and running by 2023 (I won't hold my breath.) Fawley, and the Free Port will be a great deal of extra work for the Planning Department.

While all this is happening it is an amazing opportunity to regenerate some of our towns at the same time. To bring new life back into the town centres, additional green spaces and cycle routes that actually go somewhere.

I hesitate to identify anything particular at the moment as this sort of regeneration takes time, money and will not happen by Christmas.....but we are starting and every time we do anything, we will think green and that sustainability will be at the heart of everything we do.

## 8. Reports from Parish Representatives

- Gigabit – Cllr Causton to send details to Cllr Heron for discussion at October meeting and clarification on council funding
- HALC & Quadrant – next meeting dates awaiting confirmation
- Cycling & Walking – Nothing new to report
- Village Hall – cladding will recommence next week
- PCC – Cllr Bennett has been in contact with PCSO Williams to advise restart date of Church Café meetings and he will attend when he can.
- Consultative Panel meeting set for October 7<sup>th</sup>.
- A number of news flashes supporting Fete & Flower Show have been sent during the month.

## 9. Report from Lengthsman

Report of works for August:

1. Bull Lane; strim grass, cut hedge back. Clean path of cuttings.
2. Church footpath; cut back overgrown greenery whips both sides of path. Clean path of cuttings.
3. Court house; passage cut back hedge clean cuttings off path.
4. Red House; footpath; strim grass, cut back overgrown hedge and whips.

Cllr Bennett advised on an issue to be addressed by the lengthsman.

*Action: Cllr Saunders to advise Lengthsman about broken 1<sup>st</sup> step on footbridge on path above Furzey Gardens.*

## 10. Grant Request Minstead Players & Junior Minstead

The grant request was discussed and greeted favourably.

A grant of £550 was proposed by Cllr Andrews and seconded by Cllr Taylor, and agreed by the meeting.

*Action: Clerk to advise applicants, obtain bank details and set-up payment for authorisation.*

## 11. Support for Elderly Parishioners through Minstead Resilience Plan

Cllr Bennett advised the meeting on follow-up actions taken since last meeting and discussions with Lyndhurst Neighbourcare. It was agreed that we would seek further local volunteers to support this issue. We also need to review options for co-ordinating this activity. Possible use of WhatsApp group but need to be aware of GDPR impacts.

*Actions:*

*All Cllrs to notify Cllr Bennett of any volunteers willing to help*

*Cllrs Bennett & Hough (with support from Cllr Smith) to review and discuss best means of co-ordination.*

## 12. Planning

### Decisions

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

**Grant Subject To**

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

**Grant Subject To**

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

**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.

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

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

**Applications Deferred (from last meeting)**

None-Applicable

**New Planning Applications**

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

**Response 3** Recommend approval based on the development adhering to the new plan and legends provided, specifically:

0200\_PLN\_001 Revision C Revision Date 21.8.12 (yy.m.dd) and adhering to Keys and Legends 1 to 6 as listed on that plan.

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

**Response 3** Recommend approval development seems appropriate to the area

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

**Deferred** – seek deferral until parish briefing note is received

**Trees**

**CONS/21/0444** - HAZEL HILL FARM, LONDON MINSTEAD, LYNDHURST, SO43 7FT Prune 1 x Goat Willow

**Response - No Objections**

**Additional item received 6 Sept and reviewed at meeting:**

**CONS/21/0462** - Fell mixed tree species with garden and woodland

**Response – No Objections** subject to understanding replanting scheme and wildlife restoration plans

**13. Correspondence**

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

Cllr Andrews tabled correspondence received from two parishioners in regard the “original” Village Shop. The matter was discussed and it was agreed that a response should be drafted and sent after Cllrs’ agreement with its content.

*Action: Cllr Andrews to draft initial response to correspondence in relation to “original” village shop and circulate it for approval or suggestion.*

**14. Finance**

- **Payments for approval**
  - **Local Councils Update due for renewal**
    - Option 1 to renew current subscription as is amount - £75.00 was proposed by Cllr Andrews and seconded by Cllr Taylor and agreed by the meeting.
- **Receipts & Payments for August 2021:**

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
<b>Balance at 31 July</b>			<b>36130.63</b>		
<b>Receipts:</b>					
N/A					
<b>Standing Order/Direct Debit payments:</b>					
SOs: Salaries and expenses	489.43		489.43		

<b>Debit card payment:</b>					
1&1 IONOS: website monthly fee	5.00	1.00	6.00		
<b>Cheques/Online payments:</b>					
PFK Littlejohn- External Audit Fee	200.00	40.00	240.00	BM	WA
Minstead Hall (Danby Room Rent)	388.08		388.08	BM	WA
Minstead Hall (Flower Show)	429.96		429.96	BM	WA
<b>Total payments for July 2021</b>	<b>1512.47</b>	<b>41.00</b>	<b>1553.47</b>		
<b>Balance after payments (In addition to £6,000 in reserve.)</b>			<b>34577.16</b>		

*Financial statement was accepted by the meeting.*

## 15. Matters raised by Councillors

- A31 /C17 A further incident resulting in fence damage has occurred. This has again has been raised and reported. *Action: Cllr Smith to consider raising this issue in the Verderers Court and highlighting possibility of animals escaping to the A31 (item to be retained on future agendas for tracking).*
- A parishioner has reported a caravan seemingly being lived in permanently within the front paddock of the house 'Park Farm House' which adjoins Fleetwater Stud. This would seem to be on agricultural land. *Action: Clerk to report to NFNPA.*
- Cllr Taylor reported that he has requested a broadband update from Openreach but no response a yet.
- Cllr Bennett will continue to forward Defibrillator document to clerk for safekeeping.
- Cllr Bennett raised the issues of 2 instances of running water leaks within the parish. *Action: Cllr Bennett to report to Bournemouth Water who will examine and possibly identify source and responsibility.*
- Cllr Bennett raised the timing of telephone box repairs. *Action: Cllr Saunders will try and progress during September.*
- Cllr Andrews advised that the shared speed watch equipment is now fully available to Minstead Parish as other councils had either purchased their own equipment or no longer wished to use shared equipment.

**16. Date of next Ordinary Meeting: 4 October 2021 at 19.30.** This will again be a hybrid meeting in Danby Room.

**Meeting closed at 21.30**