

**Ordinary Meeting of Minstead Parish Council
Hybrid Meeting – Danby Room & Virtual Meeting
Tuesday 4 January 2022 at 19.30**

Present: Cllrs B Andrews (Chair), R Taylor, G Hough, G Saunders

In Attendance: Cllrs H Bennett & M Causton (via Zoom), Mr B Mollett (Clerk)

1. Apologies for Absence

Cllr J Smith, Cllr Mrs D Andrews

2. Public Participation Period

No attendees

3. Declarations of Interests

Cllr G Saunders declared an interest in Tree Consultation 21/0636 (Orchard Gate)

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

These had been published and were confirmed and signed

5. Matters Arising

- Carried Forward
 - Drainage on Village Green
 - Cllr B Andrews has spoken to parishioner regarding assistance but with no direct output
 - *Cllrs B Andrews, Taylor and Saunders to progress with rodding when weather permits*
 - Water Leaks within parish (C/Fwd)
 - *Cllr Bennett to follow up with owner re contacts on drain positioning (c/fwd.)*
- Lengthsman Tasks
 - Clerk to request Lengthsman to clean and wash doors to both telephone boxes and to paint door on Newtown telephone box (Completed but work still outstanding)
 - Step on walkway above Furzey Gardens now repaired (Closed).
- Parishioners Feeding Animals
 - Cllr Smith to draft words for promotion via Facebook and Newsletter (c/fwd)
 - *Clerk to follow-up with Cllr Smith (Done)*
- 30mph Signage Painting
 - *Cllr B Andrews to follow-up with HCC Highways regarding signage location plan.*

6. Items Ongoing

- Cricket Ground Update
 - No specific update
 - *Awaiting response from Verderers*
- Queens Green Canopy
 - No specific update
 - *Further update next meeting*

7. Reports from County/District Councillors

Cllr E Heron (HCC):

No update this month

Cllr Mrs Andrews (NFDC)

No update this month but meeting to be held tomorrow and Cllr Mrs Andrews will circulate any key information to councillors.

8. Reports from Parish Representatives

- Facebook – Cllr Hough requested further information on exact routes of traffic diversion for Facebook update

- Any agenda items for meetings below please send to Cllr Taylor
 - NFALC Meeting to be held on 20/1 (now delayed to virtual meeting on 27/1)
 - NE Quadrant meeting scheduled for 27/1
- Gigabit – Ongoing. Cllrs Taylor and Causton both provided updates but direction on both still not clear. *Cllr B Andrews to ask Cllr Mrs Andrews to raise the issue re-funding with Cllr Heron.*

9. Report from Lengthsman

No activity this month.

10. Proposed Scheme of Delegation

The proposed scheme was reviewed and accepted with the addition of words to note that the scheme would only come into operation in circumstances where the council was unable to meet face to face in a quorate fashion (e.g. due to pandemic).

Proposed Cllr B Andrews, Seconded Cllr Taylor and agreed by the meeting.

11. Planning

Decisions

21/00925 Camphill Cottage, SO43 7EA 2no. air source heat pumps (for info only)

Grant Subject To

21/00929 4 Congleton Close, Minstead, Lyndhurst, SO43 7GS

Grant Subject To

21/00933 The Mill House, Blackwater, Lyndhurst, SO43 7FL

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.

New Planning Applications

21/00907 BRICK KILN FARM, ROBINS BUSH ROAD, MINSTEAD, SO43 7GB

Outbuilding; alterations to driveway levels; demolition of 3no. existing outbuildings

Response – Deferred pending further information on internal arrangement, services to new building, usage of new building and possible conditions to be applied

21/01041 Broadwood, Church Lane, Minstead, SO43 7FY

Single storey extension; alterations to fenestration

Response – Deferred pending briefing note and clarification on glazed panels appearance and roof plan and floor area calculations

21/01081 Park Farm House, Lyndhurst Road, Minstead, Lyndhurst, SO43 7FY

Replacement dwelling with attached outbuilding; 1no. detached outbuilding; demolition existing dwelling and 1no. outbuilding; associated landscaping and ancillary works

Response – Deferred pending briefing note being received

Trees

CONS/21/0636 - ORCHARD GATE, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FX

Prune 1 x Crab Apple tree, Fell 1 x Oak tree, Fell 2 x Western Red Cedar trees

CONS/21/0648 - THE OLD RECTORY, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Prune 1 x Cedar tree, Prune 1 x Conifer tree, Coppice 1 x group of Laurels (exempt - for information only), Prune 1 x group of Apple trees, Coppice 1 x Eleagnus tree

CONS/21/675 - Furzey Gardens, School Lane, Minstead, Lyndhurst, SO43 7GL

Prune 1 x Swamp Cypress tree, Fell 1 x Monterey Cypress tree, Fell 1 x Birch tree

All above – Raise No Objections

12. Correspondence

To Read: 4 updates in circulation Clerk to follow-up with Cllr Smith (Done)

Minstead / Newtown Parish Electricity Connections – correspondence from parishioner

- The item was discussed and agreed that this was important but broader issue than just our parish
- Clerk to raise this issue for agenda at next NFALC Meeting (27/1) - Done

13. Finance

Quarterly Budget Report Q3 2021-2022

- Reviewed by meeting

Payments for approval

- PAYE Quarterly Payment to Dec 31 2021
 - £66.64 (to be paid via Debit Card)

Receipts & Payments for December 2021:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance at 30 November			£37,686.77		
Receipts:					
None Applicable			0.00		
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	541.67		541.67		
Debit card payment:					
1&1 IONOS: website monthly fee	5.00	1.00	6.00		
Cheques/Online payments:					
Dropbox Renewal (Reimburse)	79.90	15.98	95.88	BM	RT
Mark Bridle (Hedges)	50.00	10.00	60.00	BM	RT
Royal British Legion	30.00		30.00	BM	RT
Total payments for December 2021	706.57	26.98	733.55		
Balance after payments (In addition to £6,000 in reserve.)			£36,953.22		

- **Payments Made and Proposed and Budget Report**
 - Were accepted by the meeting
 - Approval proposed by Cllr B Andrews, seconded by Cllr Taylor and accepted by the meeting

14. Matters raised by Councillors

- *Cllr Bennett agreed to clarify and publish the priority post boxes for Covid submissions*
- Cllr Taylor raised the issue on how the council should take into account Climate Change impact on any of its decisions. It was agreed that this should be discussed further at next meeting and is a likely agenda topic for Annual Parish Meeting in March 2022
Action: Clerk to add to agenda for both meetings
- Response to Royal Death was discussed and agreed as appropriate
Action: Clerk to respond to council request on this topic

15. Date of next Ordinary Meeting: Monday 7 February 2022 at 19.30. This will again be a hybrid meeting in Danby Room.

Meeting closed at 20:45