

**Ordinary Meeting of Minstead Parish Council  
Hybrid Meeting – Danby Room & Virtual Meeting  
Monday 7 February 2022 at 19.30**

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

**In Attendance:** Cllr Mrs Andrews + 3 public (via Zoom), Mr B Mollett (Clerk)

### 1. Apologies for Absence

None

### 2. Public Participation Period

1 x public attended, supported by consultants, to speak to a planning application.

### 3. Declarations of Interests

Cllr G Hough declared a non-pecuniary interest in Planning Application 21/01041 (Broadwood)

### 4. To confirm the Minutes of the Ordinary Meeting held on 4 January 2022

These had been published and were confirmed and signed

### 5. Matters Arising

- Carried Forward
  - Drainage on Village Green
    - Progress with rodding when weather permits (c/fwd.)
  - Water Leaks within parish
    - *Cllr Bennett* to follow up with owner re contacts on drain positioning (c/fwd.)
  - Parishioners Feeding Animals
    - *Cllr Smith* has drafted words and will circulate to Cllrs (Completed)
- 30mph Signage Painting Incomplete
  - *Cllr B Andrews* has followed up with HCC Highways with no response. *Cllrs to notify positioning of signage to Cllr B Andrews.*
- Gigabit Scheme
  - Funding followed up but no clear response (c/fwd.)
- Priority Post boxes
  - Requirement no longer relevant (Closed)

### 6. Items Ongoing

- Cricket Ground Update
  - Positive response from verderers and documentation for lease renewal is to be signed by parties. *Cllr Taylor* to arrange signatures and forward documents to Clerk (Closed)
- Queens Green Canopy
  - *Cllr Taylor* to draft information on council actions for inclusion in newsletter

### 7. Reports from County/District Councillors

Cllr E Heron (HCC): Report as below

#### Hampshire County Councillor report

February 2022

#### 1. HWRCs update

The system of booking to visit Hampshire's household waste recycling centres (HWRCs) is to be made permanent following feedback from users who overwhelmingly supported the approach. It was introduced in June 2020 in response to the pandemic but also helped smooth visits and reduce queuing. The ability to book multiple trips will remain.

## 2. Support for Community Transport

With the COVID-19 pandemic still having an impact on levels of all public and community transport use across the county, Hampshire County Council has agreed to maintain contract payments for community transport operators at 100% from 1 April 2022 to 31 March 2023.

Community transport operators have reported that around 35% fewer passengers are travelling than before the pandemic. The move will assist those operators in the recovery and operation of their services, supporting them to maintain service levels whilst they experience lower than usual passenger numbers, and user confidence rebuilds during the coming financial year.

## 3. County councillor grants

A reminder that applications for County Councillor grants for this financial year need to be submitted to me by Monday 14<sup>th</sup> February. The 2022/23 County Councillor grant window will open on 1 June. The link for applications is

<https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

## 4. Roads, Transport and Environmental investment

Hampshire County Council is to be asked to approve on 17 February an increased 2021- 22 capital programme of investment in countywide highways maintenance, road safety, transport improvements, flood alleviation, waste management, and bridge strengthening, as well as economic development and town centre improvements, amounting to £112.885 million. This includes £7 million additional financial support for highways maintenance.

Planning continues for the next generation of waste infrastructure to support the county's ability to recycle a wider range of materials. As part of the capital programme of work is the continued development of a plan for [a new materials recovery facility in Eastleigh](#).

The proposed [programme and appendices](#) highlight an Integrated Transport Programme of over £100 million in value. Local schemes to enable people to walk and cycle more for local journeys represent a £11.3 million investment.

Separately, Hampshire County Council is the first council in England to trial plastic bollards made from sugar cane on its pavements; these are being installed as a lower carbon alternative to the traditional concrete ones. The plant-based bollards are also lighter, easier to install and cheaper - costing £150 compared with £190 for concrete. They are also just as resilient in the event of a crash and do not splinter if they are hit by a vehicle. The proposal is part of the county's plans to meet its climate change targets to be Carbon Neutral by 2050 and resilient to a two-degrees rise in temperature.

In recognition of the importance of building resilience, the council has declared 2022 the "Year of Climate Resilience". This presents an opportunity for it to increase awareness of the importance of resilience and to develop some showcase projects in partnership with key stakeholders. More information can be found on the Council's Climate Change website:

<https://www.hants.gov.uk/landplanningandenvironment/environment/climatechange>

## 5. Platinum Jubilee Celebrations

Hampshire County Council is putting plans in place to celebrate the Queen's Platinum Jubilee this year. These will provide opportunities for residents across the county to participate, including through schools, libraries, care homes, and outdoor sites. The primary focus is during the extended bank holiday weekend of Thursday 2 to Sunday 5 June 2022.

The plan also have is a significant focus on complementing The Queen's Green Canopy theme, with £0.5 million is to be made available to help organisations and communities plant trees across the county.

The celebrations will be launched on Thursday 10 February at a high-profile event in Winchester attended by HRH The Prince of Wales, who will unveil 'Licoricia of Winchester', a new life-size bronze statue of a prominent medieval Jewish woman, designed by award winning sculptor Ian Rank-Broadley.

Councillor Edward Heron  
Lyndhurst & Fordingbridge Division

Cllr Mrs Andrews (NFDC): Report as below

The chairman and I attended the funeral of Former District Cllr. Henry Forse. Henry represented Bramshaw, Copythorne North and Minstead for a four year term from 2007 to 2011.

Henry sat on the Environment Committee and will perhaps be remembered for his dedication to keep black bin bags and his election campaign which made the national papers due to a slight change in his literature which said "Vote for Forse" the X in the box which followed was moved closer and no-one noticed until the literature was printed and delivered that the leaflet now read Vote Forsex. Needless to say he won.

I will try to briefly bring you up to date on what has been going on. I am now a representative of NFDC on the NPA board. I was asked to be on the Planning committee but found that with the work I am already committed to, it would make it difficult to give the time needed to attend and commit fully to the committee.

The Planning committee at NFDC will be looking at an outline planning permission for the Marchwood military Port next week. This is yet another piece of land which is bringing more possible change to the Waterside.

With the Freeport due to be implemented at the end of March, the traffic infrastructure will be of great importance with changes to the A326 in some places already underway, re-routing buses through Totton and possible changes to the Waterside rail line. This makes Totton an important hub. As such we have had our first meeting to look at the redevelopment and updating of Totton. A project manager will be employed as soon as possible to work on this exciting project.

The word Freeport has been bandied around, What is a Freeport? It will, we are told, establish national hubs for trade and investment, promote regeneration and job creation. The idea is that a Freeport will create hotbeds for innovation. There will be tax benefits and relief in place by 2026. The government has promised 25 million pounds of seed capital funding. One carrot for Authorities to take on this onerous work is the ability to retain business rates. This is still in discussion as to how the business rates will be divided between the relevant authorities. There is a great deal of work still to be agreed.

Partnership for South Hampshire met last week for a workshop to discuss with the various Councils the opportunity to consider areas within South Hampshire to build 22,000 house to fill the deficit currently facing some partners. There is expected to be more discussion in the coming workshops this month.

This evening I was part of a Webinar on Green Infrastructure about levelling up access to nature in our local areas. It was obvious that there is real appetite across the country to really make a difference but there is a lack of policy to support those Local Authorities trying to protect green belt, ancient hedges and mature trees from pre-emptive developers. It must come from Government. Chris Grayling was asked to take the message back and actually do something about it.

Coming up on the 18th February there will be a briefing to all members of the long awaited new Waste strategy.

Last week at Cabinet an Air Quality Supplementary Planning Document was introduced which will enhance the existing requirement to protect our air quality by introducing guidance for developers to minimise air pollution during development. This SPD will require developers to reduce or mitigate activities and reduce emissions to an acceptable level. There will be a six week consultation.

The Levelling Up White paper has now been published and we are taking stock of what this means for our Council priorities, services and partnership working, there will be a Levelling Up member briefing in March. It is a large document and it makes for excellent bed time reading.

## 8. Reports from Parish Representatives

- Police – Report distributed prior to meeting
- Community Shop – continues to look for volunteers
- Footpath Closure – upcoming work will require footpath closure in parish Feb/Mar. Action: *Cllr Saunders* to notify which footpath will be impacted.
- Consultative Panel – it was noted that no updates had been received to date in 2022. Action: *Clerk* to follow-up on current status
- NFALC – Cllr Taylor reported on meeting where 20's Plenty was discussed
- NE Quadrant – Cllr Taylor reported that discussion on Local Listing of Heritage Assets was discussed. The council hall is being considered. Action: *Cllr Smith* to add links to listing sites to website for community interest.
- Website – Cllr Smith reported that following intrusion attempts the security had been reviewed and the council agreed to delete the "test" website as this is no longer required. Action: *Cllr Smith & Clerk* to review IONOS impact for costs and deletion.
- Christmas Trees – discussion was held on possible changes for next year. Actions: *Cllr B Andrews* to discuss with Minstead Trust  
*Clerk* to diarise follow-up on this topic in October 2022 (Completed)

## 9. Report from Lengthsman

Nothing to report this month

## 10. Climate Change – Impact on Council Decisions

It was agreed that climate impact should continue to be a core consideration in all council decision making. It was further agreed to add this as a discussion item in upcoming Annual Parish Meeting (APM). Action: *Cllrs* to consider how we would speak to this at the APM

## 11. 20's Plenty Speed Campaign

It was agreed that we should consider signage through central village area. It was also agreed as a topic at upcoming APM. Action: *Cllrs Hough & Causton* to review options for how and where any signage could be placed.

## 12. Landscapes Review Gov't Response

Action: *Cllr Hough* to review and draft a response for council

## 13. Agenda Items for Annual Parish Meeting (16<sup>th</sup> March)

Along with normal agenda items it was agreed to add 20's Plenty and Climate Change Impact as agenda items. It was also agreed to request that Cllr Heron be asked to speak to roadside repairs and maintenance and Cllr Mrs Andrews to speak to possible introduction of "wheelie bins" as part of their presentations.

Action: *Cllr B Andrews* to speak to Cllr Heron and Cllr Mrs Andrews regarding above topics  
*Clerk* to produce draft agenda and circulate to council before next meeting.

## 14. Planning

### Decisions

**21/01104PN** GLEBE FIELDS FARM, FOOTBALL GREEN, MINSTEAD (for info only)

Application under Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, appearance and design of a dirty water tank

**No Objection**

### 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.

### Deferred from Last Meeting

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

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

**Response: 1.** Recommend permission but accept NPA officers decision, with a request permitted development rights be removed.

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

Single storey extension; alterations to fenestration

**Response 4.** Recommend refusal expressing concerns about impact on adjacent listed building (Church)

**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 Requested further deferral** as council understands applicant is making amendments to application which are not yet available to council.

**New Planning Applications**

**21/01103** GLEBE FIELDS FARM, FOOTBALL GREEN, MINSTEAD

Roof structure over manure store

**Response 3.** Recommend permission

**22/00001** MALWOOD WALK FARM, NEWTOWN ROAD, NEWTOWN, MINSTEAD, SO43 7GD

Single storey extensions; alterations to fenestration; external alterations

**Response 4.** Recommend refusal as current plans seem to exceed permitted 30% increase and detrimental to conservation area and possible light pollution. Noted that briefing note suggest plans are to be amended but recommendation made on current application status (as at 7<sup>th</sup> Feb)

**22/00037** LITTLE SKYMERS, STONEY CROSS PLAIN ROAD, NEWTOWN, MINSTEAD, SO43 7GF

Cladding; Render

**Response 4.** Recommend refusal as cladding appears to contravene design guide (5.12) and not valid for use within national park.

**Trees**

**CONS/22/0004** - FURZEY GARDENS, SCHOOL LANE, MINSTEAD, LYNDHURST, SO43 7GL

Prune 1 x Birch tree

**Response:** Raise no objection

**CONS/22/0048** - Woodside House, Woodside, Newtown, Minstead, SO43 7GB

Prune 2 x Birch trees

Prune 1 x multi stem Beech tree

Prune 8 x Oak trees

**Response:** Unable to respond as insufficient information provided to see impact and actual location of proposed work. Requested clarification.

**15. Correspondence**

To Read: 1 additional update introduced for circulation

**16. Finance**

**Payments for approval**

- None applicable this month

**Receipts & Payments for January 2022:**

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
<b>Balance as at 31 December</b>			<b>£36,953.22</b>		
<b>Receipts:</b>					
None Applicable					
<b>Standing Order/Direct Debit payments:</b>					
SOs: Salaries and expenses	541.67		541.67		
<b>Debit card payment:</b>					
1&1 IONOS: website monthly fee	5.00	1.00	6.00		

HMRC Quarterly PAYE	66.64		66.64		
<b>Cheques/Online payments:</b>					
None Applicable					
<b>Total payments for January 2022</b>	<b>613.31</b>	<b>1.00</b>	<b>614.31</b>		
<b>Balance after payments (In addition to £6,000 in reserve.)</b>			<b>£36,338.91</b>		

- **Payments Made and Proposed**

- Were accepted by the meeting
- Approval proposed by Cllr B Andrews, seconded by Cllr Bennett and accepted by the meeting

### 17. Matters raised by Councillors

- Cllr Taylor noted that there was an HCC Council Event and Update scheduled for 17<sup>th</sup> March. Cllrs should attend and support if possible.
- Cllr Hough reported that traffic was blocking Running Hill entrance and also padding repairs could allow animals to cross onto A31. Action: *Cllr Hough* to report issue to Highways England
- Cllr Bennett reported that the fence and gate at war memorial needed attention, Cllr Saunders is already aware and will correct.
- Cllr Bennett spoke to Jubilee Party on the Green planned for 5<sup>th</sup> June; council agreed to offer support of £200 to support refreshments.
- Council will also consider similar support to Jubilee dance planned in Village Hall if requested
- Cllr B Andrews notified that a grant request had been received by the council from the Minstead Flower Show (for March agenda). Action *Clerk* to distribute for council review (Done)
- Cllr B Andrews noted that there appeared to be some action on C17 roadworks following escalation of this issue by council.
- Insufficient time to discuss Future Proofing Water Supplies (ref e-m 20/1)  
*Action: Clerk to add to March agenda*

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

**Meeting closed at 22:40**