

**Ordinary Meeting of Minstead Parish Council
Hybrid Meeting – Danby Room & Virtual Meeting
Monday 13 June 2022 at 19.30**

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

In Attendance: Cllr Mrs D Andrews (NFDC), Mr B Mollett (Clerk)

1. Apologies for Absence

Cllrs H Bennett, M Causton, G Saunders

2. Public Participation Period

None in attendance

3. Declarations of Interests

None declared

4. To confirm the Minutes of the Annual General Meeting held on Tuesday 3rd May 2022 and of the Extraordinary Meeting held on Friday 27th May 2022

Annual Meeting Minutes Amended

- An amendment to Item 10. Matters Arising showing that no further action was required regarding Footpath Closure was noted and corrected in minutes of record.

Following the amendment above the minutes of both meetings were agreed by all and signed.

5. Matters Arising

- Carried Forward
 - Drainage on Village Green
 - Progress with rodding when weather permits (c/fwd)
 - Community Resilience – Issues experienced during recent major power outage
 - Cllr Bennett will review plan in particular considering volunteers to support at risk parishioners in these circumstances (c/fwd)
 - Issues on Red House Path
 - Cllr Saunders to contact Lengthsman to discuss options to redress (c/fwd)
 - Code of Conduct
 - Cllr Hough and Clerk to prepare final version for approval
 - Also consider inclusion in Standing Orders and review of title (c/fwd)
 - DISC Program (Rural Times)
 - Cllr B Andrews had circulated DISC information.
 - Action: Clerk to follow-up with PCSO Williams regarding best method of registration onto scheme.
 - New Forest for Ukraine
 - Cllr B Andrews has followed up with NFDC
 - Item closed council will not take further action
- Notify NFALC of Jubilee Events - Cllr B Andrews to follow-up (Completed)
- Trees Risk Assessment
 - Cllr Smith has followed up and is awaiting quotes
- Incomplete C17 Roadworks
 - Cllr B Andrews has reported again and also raised the issue with Cllr E Heron (HCC) and a response is awaited.
- Tree work on entrance road to village (reported by Cllr Hough)
 - Cllr Taylor has inspected, Cllr Hough to provide further photos (c/fwd)

- LTP(4) consultation required a response (due by 26 June)
 - Response submitted (Item Closed)
- “Take Your Litter Home” Signage Plans
 - Cllr B Andrews has followed-up on any plans for removal and response awaited (c/fwd)

6. Items Ongoing

- Gigabit Scheme
 - No update
- Queens Green Canopy
 - *Cllr Taylor will follow-up with parishioners who have expressed an interest in establishing a “green” group.*
 - *Suspend this item until September.*

7. Reports from County/District Councillors

Cllr E Heron (HCC): Provided the following report the day after the meeting

Hampshire County Councillor report

June 2022

1. New leadership team at Hampshire County Council

Following the retirement of Keith Mans, Councillor Rob Humby has been elected as the new leader of Hampshire County Council with Councillor Roz Chad as his deputy. Rob has been the Hampshire County Councillor for Bishops Waltham since 2013 and the County Council’s Deputy Leader since May 2019.

This has led to a reshuffle of the HCC cabinet, which is now as follows:

Policy, Resources & Economic Development Rob Humby

Children's Services Roz Chadd

Highways Operations Nick Adams-King

Climate Change & Sustainability Jan Warwick

Transport & Environment Strategy Edward Heron

Commercial Strategy, Estates & Property Steve Forster

Performance, HR, Inclusion & Diversity Kirsty North

Recreation, Heritage & Rural Affairs Russell Oppenheimer

Adult Services & Public Health Liz Fairhurst

More detail as to the areas of responsibility for the Cabinet post can be found here.

The new leader says that he is passionate about doing the best for the people, businesses and places that make Hampshire a great county. Following his election, he said:

“My vision for Hampshire is to maintain our county as a successful, prosperous, and attractive place to live, work, study, play and visit - balancing economic success with care for the environment for the benefit of generations to come. I believe that a strong economy is essential to support excellent public services, provide high quality and inclusive employment and business opportunities, and to bringing prosperity to all of Hampshire's communities.”

2. Homes for Ukraine update

The County Council continues to work with key local partners to enable the provision of immediate support and assistance to Ukrainians arriving in Hampshire under the

Government's Homes for Ukraine scheme.

The latest available figures for visas issued are that as of 30 May 2022, 60,977 visas have been issued for England. 2,314 have been issued for Hampshire (from the 2,492 applications received) and 1,431 guests have arrived.

One recent initiative is that free bus pass travel within the wider Hampshire area will be available for Ukrainian refugees arriving in the county. Arrangements are being finalised with the county's three major bus operators - Stagecoach, First Bus and Bluestar – with the scheme due to launch shortly.

A reminder that communities can apply for grants of up to £5,000 to help Ukrainian families arriving - details are at <https://www.hants.gov.uk/community/grants/grants-list/leaders-community-grants>

3. Platinum Jubilee celebrations

Celebrations have occurred across the county in honour of the Queen's Platinum Jubilee, from communities to care homes and including the lighting of beacons at the start of the four day holiday.

In related news, Hampshire's Record Office in Winchester is one of six landmark sites across the UK that have been awarded listed status by the Department of Digital, Culture, Media and Sport to commemorate Her Majesty's 70-year reign. The award-winning building, designed by the County Council, was opened by Queen Elizabeth II in 1993.

4. Grants available to help communities in need

Local groups are being urged to apply for grants that will help them support those in most need in their communities. £300,000 is being made available for projects that will help those facing food and fuel poverty, particularly in rural areas, up to September 2022. The latest community grants are funded by the £7.12million Household Support Fund, provided to Local Authorities by the Department for Work and Pensions to support vulnerable households, especially with the cost of food and energy bills.

The deadline for applying for a community grant is 29 July 2022. Organisations wishing to find out more should go to the [connect4communities](https://connect4communities.org.uk) website for the full guidance and application form.

5. £0.25 million investment fund for community energy projects

An investment fund, to support community run renewable energy projects in Hampshire, is to be established by Hampshire County Council. The 'Revolving Community Energy Fund' will invest up to £25,000 for any individual community project being launched in Hampshire as part of the Community Energy Pathways project.

The aim of the fund is to stimulate significant community investment in renewable energy across Hampshire. Investment in a share offer will enable a community to operate a renewable energy scheme and earn income. Once a scheme is operational, it should then attract additional shareholders and/or secure borrowing against the assets of the existing scheme, enabling it to be extended to a wider community base. For more information, email climatechange@hants.gov.uk

6. Consultation on Hampshire County Council's draft Catchment Management Plans

The County Council published its updated Local Flood and Water Management Strategy in 2020. Following on from the Local Flood and Water Management Strategy and its recommendations, Hampshire County Council has produced draft Catchment

Management Plans for the 18 river catchments in Hampshire. These plans provide an assessment of flood risk from a range of flooding sources and has been used to identify 66 Priority Areas across Hampshire where specified actions and stricter policies could be applied.

The webpage has been set up to allow our partners and residents of Hampshire to review the Catchment Management Plans and their supporting documents. If you are interested in commenting, please respond to the survey to let us know what you think of Hampshire's proposed methods of managing water and flood risk across the County.

Please visit the consultation web page

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/catchment-management-plans>

The Catchment Management Plans will be open for consultation until 21st July 2022.

Cllr Mrs Andrews (NFDC): Cllr Andrews provided the following report

On Thursday 16th June the Waste Strategy will go before the Environment Panel. This will give the public the chance to speak and listen to the proposal.

Nothing will happen until mid-2024 because the Government have still not made clear their expectations on recycling and we have been waiting to build a new Material Recovery Facility (MRF) which will be in Eastleigh will not be functional until that date. An informative video is available on You tube if you search for New Forest Waste Strategy 2022. More details are on the Council's website.

The proposed Totton Regeneration continues with a walk about on the 14th June to include Local Totton councillors, the Portfolio holder for Planning Regeneration and Infrastructure, CEO Kate Ryan and Leader of the Council Edward Heron.

During the summer consultants will be talking to residents to learn more about how they see the future and any things they feel important to change.

8. Reports from Parish Representatives

- Cricket Pitch – Cllr Taylor provided an update on activity preparing for removal of practice wicket and advised that Cadnam Cricket Club (CCC) has also received an HMRC tax letter regarding usage of the ground. Cllr Taylor to advise CCC to contact Clerk for assistance.
- Website – Cllr Smith reviewing GDPR status

9. Report from Lengthsman

Lengthsman advised that some clearing work has been done on Bull Lane path, but that restricted further activity was restricted due to health issues.

10. Village Fete

- The following was agreed:
 - A council sub-committee is established with Cllr Saunders representing the council along with parishioner support.
 - Cllr Smith also agreed to join the committee if required

11. Regulatory Documents Status Update

Clerk provided an update to which documents still outstanding for review. Cllrs will be contacted individually to ensure this is completed before July meeting.

12. Training Support for Clerk

The council agreed to support the Clerk undertaking CILCA training. This will include administrative and financial support.

Proposed Cllr Taylor and Seconded by Cllr Smith and agreed by all

13. Planning

Decisions

None Applicable

Decision Awaited

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

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

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

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

22/00254 Land Adjacent Brambletye, Emery Down, SO43 7GA

Amended Planning Applications

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

Response: 5 – Accept the NPA Officers decision but suggest if approved a condition should be applied that usage is to be incidental to the main house and this outbuilding should not be a habitable dwelling.

New Planning Applications

22/00201 Garden Cottage, Ringwood Road, Stoney Cross, Lyndhurst, SO43 7GN

Single storey extension; loggia; patio; replace 1no. window with doors

Response: Request deferral, awaiting parish briefing note and clarification of ecology reports or licence

22/00334 NORTH LODGE, LYNDHURST ROAD, MINSTEAD, SO43 7FY

Single storey extension; replacement post and rail fencing

Response: 4 – Recommend Refusal for following reasons:

- a) Concern over light pollution within conservation environment
- b) We are opposed to the replacement of estate fencing and its impact on streetscene and local distinctiveness which appears to be in conflict with SP17 and also not in line with Design Guide Principle Section 7.

Trees

CONS/22/0225 Whitethorn, Church Lane, Minstead, Lyndhurst, SO43 7FY

Fell 1 x Silver Birch tree

Response: Raise no objection

14. Correspondence

To Read: 1 additional update introduced for circulation

15. Finance

• Payments approved between meetings (by email)

- Flag replacement (re-imburse) £93.53
- Insurance Renewal (Came & Co) £866.32

• Payments for approval

- HALC Training Invoices (x2) £522.00
- Hall Room Rental (x2) £560.96
- Clerk Travel Expenses – 2 x Training Courses
 - 40 miles @ 0.45/mile £18.00
 - 68miles @ 0.45/mile £30.60

Receipts & Payments for May 2022:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance as at 30 April			41086.44		
Receipts:					
Cllr D Andrews (NFDC) Jubilee Donation			250.00		
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	541.85		541.85		
Debit card payment:			0.00		
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
Cheques/Online payments:					
HALC Membership	317.76		317.76	BM	HB
JK Murray (I/Audit)	195.00		195.00	BM	HB
B Mollett (Travel Expenses)	23.40		23.40	HB	RT
A Ferguson (Flag Re-imburse)	77.94	15.59	93.53	BA	RT
Came & Co (Insurance)	866.32		866.32	BM	RT
Minstead Hall (Jubilee Dontn)	250.00		250.00	BM	RT
Community Shop (Jubilee Tea Dontn)	500.00		500.00	BM	BA
Total payments for May 2022	660.38	4.52	2793.86		
Balance after payments (plus £6,000 in reserve)			£38,542.58		

- **Payments**

- It was noted that the Hall Room Rental Invoice (£560.96) was incorrectly stated and removed from approval list
- Approval of all other payments was proposed by Cllr B Andrews, seconded by Cllr Taylor and agreed by the meeting

- **Receipts & Payments May 2022**

- Approval proposed by Cllr B Andrews, seconded by Cllr Taylor and agreed by the meeting

16. Matters raised by Councillors

- Cllr Taylor suggested that newsletter include statement that council would not be organising a community “ragwort pull” this year but any parishioners should pull and dispose appropriately any ragwort on their properties.
Action: Cllr Causton to include in next newsletter
- Cllr Taylor noted that landowners are able to designate their own public paths.
Action: Cllr B Andrews follow up with Glebe landowners to see if they wish to designate paths on their property.
- Cllr Smith will again follow-up and publicise the issue of C17 entrance and state of Running Hill cattlegrid.
- Bike Security Forums should be publicised
Action: Cllrs Causton and Hough to publicise through Facebook and Newsletter
- Catchment Management Plan
Action: Cllr Taylor to review on behalf of council

- **Study Centre Recent Use and Issues**

Cllr Andrews notified the council of issues raised by a parishioner around noise and number of people utilising and staying at the Study Centre recently. Cllr Andrews noted that since the study centre is a Hampshire Country Council operated property he had raised the matters of concern with Cllr Edward Heron

17. Date of next Meeting:

Next Meeting: Ordinary Meeting Monday 4 July 2022 at 19.30

Note: this meeting will be open for public attendance and the hybrid meeting method will cease

Meeting closed at 21:30