

**Ordinary Meeting of Minstead Parish Council Held in Danby Room
Monday 1 August 2022 at 19.30**

Present: Cllrs B Andrews (Chair), H Bennett, M Causton, G Hough, G Saunders, J Smith, R Taylor,
In Attendance: Mr B Mollett (Clerk)

1. Apologies for Absence

Cllr Mrs D Andrews (NFDC)

2. Public Participation Period

None in attendance

3. Declarations of Interests

Cllr Taylor declared an interest in Licensing Minstead Lodge as a neighbour

Cllrs B Andrews and Bennett declared an interest in planning application 22/00514 Woodman Cottage as friends of the owners

4. To confirm the Minutes of the Ordinary Meeting held on Monday 4th July 2022

The minutes of the meeting were agreed by all and signed.

5. Matters Arising

- Carried Forward
 - Drainage on Village Green
 - Rodding has taken place but revealed further work required. Following receipt of quotes for the work it was agreed that the work would be carried out by NFDC at a cost of approx. £380. Proposed by Cllr B Andrews, seconded by Cllr Taylor and agreed by the meeting.
Cllrs Taylor, Smith and Saunders to be advised when work is to be undertaken.
 - Community Resilience – The plan required further review which will be undertaken by Cllrs Bennett and Smith with assistance from Clerk.
 - Code of Conduct
 - Final version to be presented to council in September by Cllr Hough and Clerk (c/fwd)
 - DISC Program (Rural Times)
 - Clerk has registered on behalf of council (Closed)
 - Trees Risk Assessment
 - Cllr Smith has received 2 quotes and will review with a contractor on 9/8
 - Incomplete C17 Roadworks
 - Closed until further action advised
 - Tree work on entrance road to village (reported by Cllr Hough)
 - Item closed until further action advised.
 - Landowners designating paths (Glebe Land)
 - Item closed but Clerk to advise HCC that paths are still being used in same way (Completed)
 - Footpath issues on Bridleway 10
 - Cllr Saunders to follow-up (C/fwd)
 - Licensing Application Minstead Lodge
 - Clerk has responded on behalf of council and receipt acknowledged
 - Item to remain open until after hearing scheduled for 22/8
 - Jubilee Tea Party
 - Cllr Bennett will forward photos to Cllr Smith and also contacted all attendees to confirm possible publication of photos on council website

6. Items Ongoing

- None applicable

7. Reports from County/District Councillors

Cllr E Heron (HCC): No report this month

Cllr Mrs Andrews (NFDC): Nothing to report this month

8. Reports from Parish Representatives

- Minstead Community Shop – Continue to seek volunteers and advised that they have made a donation to the Jubilee Tea Party
- NFALC – AGM has taken place, next meeting on 20/10
- Quadrant – NPA grant has been agreed for the next 3 years at a flat rate despite current inflationary pressure on funds
- Beat Report has been distributed and published
- Website – Cllr Smith has reviewed GDPR & Cookie and now with clerk for review

9. Report from Lengthsman

Report for works carried out in July.

1. Church footpath Strim, cut back overgrown greenery & whips
 2. Bull Lane footpath. Strim, cut hedge back
 3. Red House footpath. strim grass, cut back overgrown hedge and whips
- Church footpath also needs attention. Cllr Saunders to raise with contractor who has previously worked on this path and then possibly liaise with landowners if required

10. Collection of Highway Signs and Paraphernalia within the village

Cllr Bennett expressed concern on behalf of parishioners at the signs and other items left in the village following recent works. It was agreed that the clerk would raise this issue with Cllr E Heron (HCC)

Action: Clerk to raise issues with Cllr Heron (completed and acknowledged)

11. HCC Consultation on 20mph Speed Limits

Cllrs Hough and Causton will draft a response on behalf of the council

12. State of Repaired Cattlegrids – Running Hill and Walter Tyrell Lane

It was noted that the Running Hill cattlegrid issues had been addressed and Walter Tyrell Lane work was in progress

13. Regulatory Documents Updates for Approval

The regulatory updates were reviewed by the council and accepted. Proposed by Cllr B Andrews, seconded by Cllr Taylor and agreed by all.

Action: Clerk to apply updates and publish

It was also noted that the Equality and Diversity statement had been re-written and would be presented to council next meeting for review.

14. Planning**Decisions**

21/01041 Broadwood, Church Lane, Minstead, 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.

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

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

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

New Planning Applications

22/00479 Sinefield, Emery Down, Lyndhurst, SO43 7GA

Application for a Certificate of Lawful Development for continued use of land as residential Curtilage

Response – Council has no additional information.

22/00514 Woodman Cottage, Lyndhurst Road, Minstead, SO43 7FY

Application for a Certificate of Lawful Development for ancillary use of outbuilding and associated alterations

Response: 5 – Accept decision of NPA officers

Trees

CONS/22/0315 Broadwood, Church Lane, Minstead, SO43 7FY

Prune 1 x Common Beech tree

Response: Raise no objection

CONS/22/0330 Furzey House, School Lane, Minstead, SO43 7GL

Prune 1 x Oak Tree

Response: Raise no objection (but note that sketch map is of poor standard and requires points of reference (e.g. compass points))

15. Correspondence

To Read: 2 additional updates introduced for circulation

16. Finance

• **Payments Raised between Meetings**

- Final settlement for Jubilee Tea Party £5.21

• **Payments for approval**

- Fees for Clerk CILCA Registration (re-imburse) £410.00
- Invoice circulated with agenda

Receipts & Payments for July 2022:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance as of 30 June			37,424.13		
Receipts:					
None Applicable					
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	558.31		558.31		
Debit card payment:					
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
HMRC PAYE Q1	66.44		66.44	BM	
Cheques/Online payments:					
Forces Day Flag (re-imburse)	62.33		62.33	BM	BA
Minstead Hall (Room Rental)	554.96		554.96	BM	BA
Jubilee Tea Party (re-imburse)	5.21		5.21	BM	RT
Total payments for July 2022	1,252.25	1.00	1,253.25		
Balance after payments (Plus £6,000 in reserve)			£36,170.88		

- **Finance Report July 2022**

- The Payments for approval and July payments were accepted by the meeting.
- Approval proposed by Cllr B Andrews, seconded by Cllr Taylor and agreed by the meeting

17. Date of next Meeting:

Next Meeting: Ordinary Meeting Monday 5 September 2022 at 19.30

Meeting closed at 20:57