

**Ordinary Meeting of Minstead Parish Council Held in Danby Room
Tuesday 3 January at 19.30**

Present: Cllrs R Taylor (Chair), H Bennett, G Hough, J Smith

In Attendance: Mr B Mollett (Clerk)

1. Apologies for Absence

Cllr B Andrews, Cllr M Causton, Cllr Mrs D Andrews (NFDC)

2. Public Participation Period

None in attendance

3. Declarations of Interests

Cllr Bennett declared a non-pecuniary interest in 22/00752 as friend of the applicants

4. To confirm the Minutes of the Ordinary Meeting held on Monday 5th December 2022

The minutes of the meeting were agreed by attendees of the meeting and signed

5. Matters Arising

- Carried Forward
 - Trees Risk Assessment
 - Cllr Smith now has 2 quotes and meeting arranged for additional quote (c/fwd)
 - Footpath issues on Bridleway 10
 - Cllr Taylor to speak to Adam Vasey from NPA regarding this issue (c/fwd)
 - Church Footpath Needs Attention (drainage)
 - Clerk to contact Lengthsman for clean-up of leaves (Completed)
 - Cllr B Andrews to follow-up with contractor (c/fwd)
 - Lengthsman Activities
 - Activities now up to date and will be published with agenda going forward (Closed)
- Community Resilience Plan
 - Plan and volunteers policy now published (Completed)
 - The meeting noted that this will now enable further recruitment of volunteers

6. Items Ongoing

- Minstead Green Group
 - Meeting held on 7 December
 - A newsletter will be produced in addition to the website information already available
- Village Appearance
 - Clearing of brambles
 - Cllr Hough to speak to local NPA representative to determine what council can clear and what must be done by other authorities (e.g. NPA, Highways)
 - Response is awaited
 - Village Seats
 - Cllr Smith has spoken to local parishioner who can't undertake the work
 - Cllr Smith to follow-up with other local options
 - Notice Board
 - Cllr B Andrews has approached Minstead Trust for a quote to build replacement notice board and a response if awaited (c/fwd)
- Cricket Pavilion

- Cllr Smith to approach local surveyor and parishioner for assessment of current building (c/fwd)
- Issues Arising from Recent Storms (For Monitoring)
 - No further update on New Road flooding and church footpath
 - **Action:** Cllr Taylor to inspect and possibly report on the damaged railings opposite the Study Centre

7. Reports from County/District Councillors

Cllr E Heron (HCC): No report this month

Cllr Mrs Andrews (NFDC): No report this month

8. Reports from Parish Representatives

- Beat Report has been distributed and published
- Consultative Panel next meeting is 2nd March 2023 at 7pm. Cllr Smith has agreed to be the new Minstead representative on the panel.
Action: Clerk to notify Cons. Panel of new representative (completed)
- NE Quadrant next meeting scheduled for 19 Jan 2023 in Bramshaw
- NFALC Meeting is scheduled for 2nd February 2023 at 6pm which will be a Zoom meeting
- Facebook – Following recent incidents (e.g. burnt-out car and PSPO related incidents) it was agreed that a reminder on Facebook and via Newsletters as to how to report incidents should be produced.
Action: Cllrs Causton and Hough to publish information/guidelines on reporting incidents

9. Report from Lengthsman

No report this month

10. Planning

Decisions

22/00632 Greenview, Football Green, Minstead, SO43 7FQ **Grant Subject To**

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

22/00685 BELWOOD COTTAGE, PEARTREE LANE, EMERY DOWN, SO43 7FH

Grant Subject To

Decision Awaited

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

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

Deferred Planning Applications

22/00616 BRICKKILN FARM, ROBINS BUSH ROAD, MINSTEAD, SO43 7GB

Two storey rear extension; cladding; alterations to doors and windows; alterations to tracks and driveway; new entrance gate; removal conservatory and chimney

Response: An initial response was submitted (4. Recommend Refusal citing issues with gates and access and local distinctiveness) but it was noted that a parish briefing note has still not been produced for this application which is long overdue. *A formal response will be submitted as soon as the briefing note has been produced by the NPA*

22/00752 The Orchard, THE GROVE, THE GROVE, LYNDHURST, SO43 7GG

Outbuilding with solar panels

Response: 1. Recommend permission but accept the decision of the NPA officers, noting the condition raised by NPA Officers that only one of 2 separate applications should be permitted (either or not both)

New Planning Applications

22/00848 Malwood Walk House, STONEY CROSS PLAIN ROAD, MINSTEAD, SO43 7GF

Swimming pool with terrace; pond; shed

Response: 5. Accept the decision made by NPA officers

22/00694 MARLEYS, LYNDHURST ROAD, MINSTEAD, SO43 7FY

Garage with carport; agricultural barn; entrance gates; new driveway; concrete base (demolition of existing outbuilding)

Response: 5. Accept the decision made by the NPA officers, provided the agricultural justification is met

Trees

22/00991CONS Brock Farm, FOOTBALL GREEN, MINSTEAD, SO43 7FR

Prune 1 x Group of Macrocarpa trees (Hedge)

Response: Raise no objection

22/01038CONS Fox's Hill (Field Boundary), Mill Lane, Emery Down, Lyndhurst, Hants

Primarily crown lift mixed tree species

Fell selected mixed tree species which have been ring barked by animals

All trees form a field boundary at Fox's Hill

Response: Raise no objection

11. Correspondence

- Items for circulation and return were distributed

12. Finance

- **Payments for approval**
 - Replacement Laptop – reimburse Cllr B Andrews £699.99
 - HMRC PAYE for Q3 2022-23 £68.44
- **Payments approved during month**
 - Donation to Citizens Advice Bureau £150
- **Budget Report Q3 2022-23**
 - Budget report for Q3 distributed with agenda
- **Precept Request Form**
 - Precept request for 2023-24 has been submitted as per agreed budget at £12000 (no increase from 2022-23)

Receipts & Payments for December 2022:

	£	£	£		
	Net	VAT		Paid By	Auth'd By
		(recoverable)			
Balance as of 30 Nov (Incl Reserve)			43668.89		
Receipts:					
None applicable					
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	557.71		557.71		
Debit card payment:			0.00		
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
Cheques/Online payments:			0.00		
Xmas Lights (Reimburse J Smith)	88.49	17.70	106.19	BM	BA
Ink & Paper (Reimburse Clerk)	29.76	5.96	35.72	BA	RT
Citizens Advice Bureau (Donation)	150.00		150.00	BM	BA
Total payments for Dec 2022	830.96	24.66	855.62		
Balance at Bank			£42,813.27		
Less Reserves Held:					
General			6000.00		
Cricket Pavilion			15000.00		
Audio / Visual Equipment			5000.00		
Balance (excluding reserves)			£16,813.27		

• **Finance Summary, Budget 2023-24**

- Payments to be approved were proposed by Cllr Taylor, seconded by Cllr Smith and agreed by the meeting
- Receipts and Payment Made in December were proposed by Cllr Taylor, seconded by Cllr Hough and agreed by the meeting

13. Date of next Meeting:

Next Meeting: Ordinary Meeting Monday 13 February 2023 at 19.30 (delayed by 1 week)

Meeting closed at 21:05