

**Ordinary Meeting of Minstead Parish Council Held in Danby Room  
Monday 13 February 2023 at 19.30**

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

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

**1. Apologies for Absence**

Cllr G Hough

**2. Public Participation Period**

None in attendance

**3. Declarations of Interests**

Cllrs B Andrews & Bennett declared a non-pecuniary interest in 23/0022 as friend of the applicants

Cllr Taylor declared a non-pecuniary interest in 23/00137CONS as a neighbour

**4. To confirm the Minutes of the Ordinary Meeting held on Tuesday 3<sup>rd</sup> January 2023**

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

**5. Matters Arising**

- Carried Forward
  - Trees Risk Assessment
    - The quotes received were reviewed and it was agreed to proceed with best quote from either Climbers Way or South Downs depending on availability to proceed.
    - Costs approved to proceed up to quoted values. Proposed by Cllr B Andrews and Seconded by Cllr Causton and agreed by the meeting
  - Footpath issues on Bridleway 10
    - Cllr Taylor to speak to Adam Vasey from NPA regarding this issue (c/fwd)
  - Church Footpath Needs Attention (drainage)
    - Cllr B Andrews to follow-up with contractor (c/fwd)
- Reporting Incidents in the Forest
  - Cllrs Causton and Hough to publish information/guidelines on reporting incidents
    - In progress (c/fwd)

**6. Items Ongoing**

- Minstead Green Group
  - Newsletter has been produced with an initial focus on thermal energy loss
- 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 (c/fwd)
  - Village Seats
    - Cllr Smith is following up with potential local tradesmen (in progress)
  - Notice Board
    - Cllrs Andrews & Smith pursuing local options for repairs rather replacement
- Cricket Pavilion
  - Cllr Smith has meeting arranged to review current state, if no success then a professional surveyor will be engaged (c/fwd)
- Issues Arising from Recent Storms (For Monitoring)

- No further update on New Road flooding and church footpath
- Damaged railings have been repaired

## 7. Reports from County/District Councillors

Cllr E Heron (HCC): No report this month

Cllr Mrs Andrews (NFDC) was in attendance and provided the following report:

**The Community Grants Task and Finish** group received 27 applications, each applicant giving a presentation. Due to the number of applications the T&F group sought to prioritise those that support our most vulnerable residents and those that bring the most benefit for our communities.

£129,600 in revenue grants

£ 92,000 in capitol grants

£ 40,000 funding was also made available for transportation supporting

Call and go More information about Call and go can be found at [callandgo@cfirst.org.uk](mailto:callandgo@cfirst.org.uk)

Group Hire

Wheels to Work

Further detailed information regarding the grant process can be found attached to the agenda of the Cabinet meeting on 1st February 2023

**Resident Insight Survey**, a sample population of the New Forest District Council were questioned, 93% were happy with the area they live in. NFDC scored significantly higher than others in the Local Government Assoc. The findings will be published on the NFDC website.

Interestingly 96% reported feeling very or fairly safe in their local area.

Further detailed information regarding the Insight Survey can be found attached to the agenda Item 6 of the Cabinet meeting on 1st February 2023

<https://democracy.newforest.gov.uk/ieListDocuments.aspx?Cid=133&Mid=7513>

### **Cemeteries**

To meet the predicted interment needs, a proposed extension to Calshot cemetery is being considered. Discussions with landowners adjacent to Milford Cemetery are taking place to buy land and extend the present cemetery.

The needs have become more pressing as more churches close their churchyards. NFDC currently run 8 cemeteries all are nearing capacity. There are options to build Columbaria at the cemeteries to receive and store urns as an alternative to burial.

**The Cabinet were invited to visit Exxon Mobil**, the site covers 3,250 acres. The discussion was about their future production of hydrogen, equipment is being put in place which can be used now but will easily convert to make hydrogen. They will be looking for planning permission for a new large pipeline under the Solent, ABP are working with the Fawley refinery to build Hydrogen capacity to use as an alternative to fossil fuels. ABP have commissioned a feasibility study around the production of green hydrogen at their port in the Humber. Fawley will be investing in the local population helping individuals with apprenticeships and colleges encouraging young people into the industry.

## 8. Reports from Parish Representatives

- Beat Report has been distributed and published
- Website is to be reviewed for removal of out dated information. Cllr Bennett to assist Cllr Smith with this task
- NE Quadrant meeting has taken place and Cllr Taylor provided an update
- NFALC Meeting – was attended by Cllrs Taylor and Bennett who provided an update on the meeting

## 9. Report from Lengthsman

No works completed this month

## 10. Minstead Trust Proposal for Community Transport

Council discussed the proposal but concluded that there would be insufficient need to pursue this. **Action:** Cllr B Andrews to respond to Minstead Trust

### 11. Arrangements for upcoming elections

It was agreed that we would re-publish information relating to the need to photo-id to vote closer to election date (March/April)

### 12. HALC EGM

Council reviewed the HALC EGM Proposals and agreed to support the amendments proposed. Proposed Cllr Taylor, Seconded Cllr B Andrews and agreed by the meeting.

**Action:** Cllr Taylor will attend the meeting to represent MPC and vote in favour of the changes

### 13. Annual Parish Meeting (22 March)

A draft agenda was discussed and agreed.

#### Actions:

**Clerk** to follow-up with PCSO R Williams and Cllr Heron as to whether they wish to attend and present to the meeting (Completed)

**Clerk** to follow-up and ensure room is booked (Completed and confirmed)

**Cllrs Taylor & Smith** to present on Minstead Green Group

**Cllr Bennett** to update on volunteers recruitment

### 14. Planning

#### Decisions

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

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

**Grant Subject To**

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

**Grant Subject To**

#### Decisions 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

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

Outbuilding with solar panels

#### 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

**Deferred awaiting information from planning officer**

#### Amended Planning Applications

**22/00970VAR** PARK FARM HOUSE, LYNDHURST ROAD, MINSTEAD, SO43 7FY

Application to vary condition 2 of planning application 21/01081 (Replacement dwelling with attached outbuilding; 1no. detached outbuilding; demolition existing dwelling and 1no. outbuilding; associated landscaping and ancillary works) to allow minor material amendment

**Deferred awaiting briefing note from planning officer**

#### New Planning Applications

**23/00022FULL** LAND WEST OF THE MAI, RUSHY MEADOW, LONDON MINSTEAD, SO43 7FT

AGRICULTURAL OUTBUILDING

**Response: 3. Recommend permission** as there is a demonstrated function need for the building

#### Trees

**23/00137CONS** MINSTEAD TRAINING TRUST LTD, Minstead Lodge, MINSTEAD LODGE TRACK, LONDON MINSTEAD, SO43 7FT Fell 2 x Oak trees, Fell 2 x Sweet Chestnut trees

**23/00181CONS** Pennyfield, BLACKWATER ROAD, EMERY DOWN, SO43 7EB

Prune 1 x Holm Oak tree, Prune Hollies (T3), Fell 1 x group of 2 Conifer trees

**Response: No objections raised to either application**

### 15. Correspondence

- Items for circulation and return were distributed

### 16. Finance

- Payments for approval
  - Minstead Hall – Room Rent 2023-24 £554.96
- Lengthsman Scheme 2023-34
  - Notification of scheme extension to 2023-24 received
  - Confirmation of Minstead Parish Council participation sent
  - Support remains at £1000 plus 10% admin costs
- Invoice Payment approved Proposed Cllr B Andrews, Seconded Cllr Taylor and agreed by the meeting

**Receipts & Payments for January 2023:**

	£	£	£		
	Net	VAT		Paid By	Auth'd By
		(recoverable)			
<b>Balance as of 31 Dec (Incl Reserve)</b>			42813.27		
<b>Receipts:</b>					
None applicable					
<b>Standing Order/Direct Debit payments:</b>					
SOs: Salaries and expenses	557.71		557.71		
<b>Debit card payment:</b>			0		
1&1 IONOS: Monthly Fee	5	1	6	BM	
HMRC PAYE Q3	68.44		68.44	BM	
<b>Cheques/Online payments:</b>			0		
Laptop Purch. (Reimburse B Andrews)	583.32	116.67	699.99	BM	RT
<b>Total payments for Jan 2023</b>	<b>1214.47</b>	<b>117.67</b>	<b>1332.14</b>		
<b>Balance at Bank</b>			<b>£41,481.13</b>		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio / Visual Equipment			5000		
<b>Balance (excluding reserves)</b>			<b>£15,481.13</b>		

- Receipts and Payment Made in January were proposed by Cllr B Andrews, seconded by Cllr Causton and agreed by the meeting

**17. Date of next Meeting:**

**Next Meeting: Ordinary Meeting Monday 6 March 2023 at 19.30**

**Meeting closed at 22:00**