

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the **Danby Room at Minstead Hall on Monday 4th September 2023** 19:30

Signed: *Diana O'Grady* (Parish Clerk)

05.09.2023

MINUTES

- Apologies for Absence
 - Councillor Brice Stratford
- Public participation Period
 - Lyndhurst Parish Councillors Sutti Se-Upara, Vice-Chair, and Christine Read were present to observe the proceedings and initiate a move towards nearby councils working together. This initiative was welcomed by those present.
- Declaration of Interests and dispensation requests
 - None declared
- To confirm the minutes of the ordinary meeting held on Monday 07 August 2023
 - Agreed without comment and signed.
- Matters Arising, Cllr Smith – Christmas “Carols on the Green” arrangements reviewed.
- Items ongoing
 - **Minstead Green Group**, Cllr Smith, no further updates until Oct 2023
 - **Village appearance**, Cllr Hough, Landowners are responsible for clearing footpaths on their land. If this presents a problem the council work with the Countryside Services to liaise with the landowner. The fete and flower shows went well, but there were very few children entries. The trend is replicated in Lyndhurst.
 - **Cricket pavilion**, Cllr Smith, Cadnam cricket club have great plans for community use of the cricket pitch but a new pavilion is needed. Cllr Smith to apply for a grant and commission drawings for planning. An NFDC grant was suggested.
- Deferred Items (from previous meetings)
- Reports from County / District Councillors
 - August has been a very quiet month with the majority of council meetings suspended due to the holidays apart from Planning Committee.
I have received one request from a resident this month regarding the noise of Police and Ambulances going through Lyndhurst late at night.
I am still waiting on a response to the Gigabit roll out and have chased up today.
Attended a meeting with Cadnam Cricket club and have donated some money to support their children’s cricket initiative.
I have been asked for an interview by the Daily Mail regarding the Independent article this weekend which stated that Lyndhurst and Minstead has the most unsolved burglaries in the UK with not one burglary solved within the last three years.
- Reports from Parish representatives
 - **Police liaison**, Cllr Bennett, there has been no interaction with the police, Cllr Bennet to follow up.
 - **The New Forest Association of Local Councils** is to be revived under its new Chair.
 - **Parish Council website**, Cllr Smith to liaise with new clerk and update.
 - **Transport**, Cllr Pascoe, the Dept for Transport have plans to extend cycle routes in the area for both utility and leisure, enabling residents to travel without cars. There will be a public consultation Oct / Nov. All agreed this must be very well publicised locally. Walking may also be made easier and

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safer in Lyndhurst. Community solar projects are made difficult by current NFNPA rules.

- **Village Hall**, Cllr Andrews, 2 x local businesses have asked to use the Hall car park. This may present difficulties with insurance.
- Cllr Bennett, work on the **snow plough** contract is in progress.
- Clerk resignation and appointment of new clerk
 - Noted, and new Clerk/RFO appointed from Sept 1st 2023
- Regulatory documents review part two
 - Following documents reviewed and found fit for purpose
 - Standing Orders
 - Behaviour in Public Meetings
 - Complaint and vexatious complaint policy
 - Clerk review of Financial regulations postponed
 - It was noted that the following documents will be reviewed in 2024
 - Disciplinary policy – NALC template
 - Volunteer policy
 - Employment sub-committee Terms of reference
- Report from Lengthsman
 - Finger pointer at the Canterton end of Bridleway 10 needs to be replaced. Cllr Andrews will send photos to Countryside Services.
- Planning (See Appendix)
- Correspondence (See Appendix)
- Finance (See Appendix)
- Upcoming Meetings

Next Parish Council meeting 2nd Oct at 19:30 in the Danby Room of the village hall.

Meeting of 4th September closed at 20:52

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Appendix

Planning

Decisions Awaited

Validity of the following being checked

18/00954 Petrol Station, Ringwood Road

Single storey rear extension to the sale building to provide sandwich bar.

22/00752 The Orchard, The Grove, Lyndhurst SO43 7GG

Outbuilding with solar panels.

Deferred Applications

23/00436 Full Malwood Walk Farm, Newtown Road, Minstead SO43 7GD

Replacement of agricultural building

Response 1, Comment: Sufficient of Conservation Officer's recommendations complied with.

New Planning applications

23/00316 Full Brick Kiln Farm, Robins Bush Road, Lyndhurst SO43 7GB

Demolition of existing barns and stable buildings and construction of a replacement barn and two stable blocks

Already Decided by NFNPA

23/01075 Full Stables and Barn, Lyndhurst Road, Minstead SO43 7FX

Extension to existing hard standing

Response 1, Comment: Appears appropriate in its environment.

Trees

23/01014CONS Whitehorn, Church Lane, Minstead SO43 7FY

Fell 1 x Silver Birch tree

Fell 1 x Beech tree

No Comment

23/01020CONS North Lodge, London Minstead Road, London Minstead, Lyndhurst SO43 7FT

Prune 1 x Sorbus tree

No Comment

23/01096CONS Canterton House, Canterton Lane, Brook, Lyndhurst SO43 7HF

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Fell 1 x group of 4 Common Beech trees (G1 on plan)

Fell 1 x Contorted Willow tree (T1 on the plan)

Pollard 1 x willow tree (T2 on the plan)

Prune 1 x Yew tree (T3 on the plan)

No Comment

Correspondence

- Items for circulation and return

Finance

- Payments for approval
 - Clerk mileage 04 August to attend council meeting (36 miles @45p) £16.20
 - Approved
 - Clerks and Councils Direct annual subscription Oct 23 to Sept 24 £80.00
 - Approved
- Audit for 2023 – 2024
 - Clerk to confirm appointment of new internal auditor
- Receipts and Payments for August 2023

Receipts & Payments 01 August to 01 September 2023					
AUGUST	£	£	£		
	Net	VAT (Recoverable)	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance as of 31 July 2023 (Inc Reserves)			39499.51		
Receipts:					
Payments:					
Standing Order/Direct Debit payments					
Lengthsman salary			88.78		
Debit Card payments					
1&1 Ionos monthly fee	12.03	2.41	14.44	RC	
Royal Mail Group	0.75		0.75	RC	
Cheques & BACS payments					
R Cole (mileage)	18.9		18.9	BA	HB
R Cole (mileage)	16.2		16.2	BA	HB

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R Cole (defib pads)	59.95	11.99	71.94	BA	HB
Clerk salary R Cole paid 1st Sept 2023			583.33		
Total Payments to 1st September 2023	107.83	14.4	794.34		
Balance at Bank 28 August 2023			38705.17		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
Reserves total			26000		
Balance (excluding reserves)			12705.17		