

Minstead Parish Council

Minutes of the **Ordinary Meeting** of **Minstead Parish Council** held in the Danby Room at Minstead Hall on **Monday 2nd October 2023** at 19:30hrs

Signed: Diana O’Grady (Parish Clerk)

03.10.2023

Present: Cllr B Andrews (Chair), Cllr G Hough, Cllr M Causton, Cllr J Smith, Cllr B Stratford, Cllr D Pascoe.

In Attendance: Ms D O’Grady (Clerk); Cllr H Brand (NFDC)

Also Present: A Parishioner (by invitation).

1. Apologies for Absence: Cllr Bennett
2. Public participation Period
 - A parishioner addressed the meeting on village security. He listed targeted break-ins and thefts on several local properties in the same night. The police response was disappointing. Police statistics on crime do not include outbuildings and sheds broken into. Village members have formed a WhatsApp group to report & share suspicious activity. They are talking to the police for advice on reporting effectively and were advised to call 999 not 101. The group thinks there is a need for a parishioner-driven security system to be in place going forward especially for when/if the current enhanced police presence fades back. Some parishioners are interested in paying for private security patrols. Cllr Andrews had spoken with police who agree that local crime has increased but claim the lack of local officers has been addressed and going forward an officer will visit after each incident.
 - Requests of Council from parishioners’ group:
 - To know the real statistics for break-ins in Minstead, including break-ins to outbuildings and sheds. Cllr Andrews agreed to ask for statistics for pre and post Russia’s invasion of Ukraine, for 2022, for Jan to July 2023 and for the period from August 2023 to date.
 - Cllr Andrews suggested the parishioners’ group consider re-instating Neighbourhood Watch
 - To know what the PC can do to help. Cllr Brand suggested there may be NFDC money available for CCTV cameras that might be able to be used for ANPR cameras around the village instead.
3. Declaration of Interests and dispensation requests
 - None
4. To confirm the minutes of the Ordinary Meeting held on Monday 4th September 2023
 - Reference minutes of meeting held on 4th Sept 2023. “Clerk mileage 04 August to attend council meeting (36 miles @45p) £16.20 was approved.”
Resolve that this action is not taken, and approval is countermanded, because bank statement shows it has already been paid by transaction dated 10.08.2023

Resolved

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Minutes of the Ordinary Meeting held on Monday 4th September 2023 agreed without comment

5. Matters Arising

- Bring attention to the NFDC consultation on proposal to relax planning rules
- Bring attention to the Safer New Forest Partnership questionnaire

6. Items ongoing

- **Minstead Green Group**, Cllr Smith. Sourcing use of IR Camera for further surveying in colder months.
- **Village appearance**, Cllr Hough. No progress to report
- **Cricket pavilion**, Cllr Smith
 - Initial planning drawings circulated and comments noted
 - Cllrs Smith and Hough to sketch a design in order to obtain an estimate of costs. Once this is known they will seek funding.
- **Police liaison**, Cllr Bennett. Deferred to November meeting
- **Snow plough contract** Cllr Bennett. Deferred to November meeting

7. Reports from County / District Councillors

Received and responded to a number of emails from residents complaining about the closure of the Special swimming clubs at Totton and Applemore This is now being reviewed by NFDC.

Raised an issue with Hampshire Highways regarding the pavement and perking outside the Passage to India which causes issues for school children walking to school.

Was interviewed a number of times about thefts in Lyndhurst and Minstead.

Have chased up the Land Agent re potential walkway to Lyndhurst Primary School at the back of the school.

Raised an issue to the Chief Police Constable regarding sirens during the night.

8. Reports from Parish representatives

- Cllr Hough commented on the Fb reports of increase in, but better flow of, traffic through the village on a recent hot day
- Cllr Hough mentioned a drive to recruit children for Lyndhurst primary school
- Cllr Stratford informed the meeting about the approval of a large sum for the NPA's Species Survival fund for its flora and fauna.
- Cllr Stratford discussed the New Forest Association of Local Councils' (NFALC) response to the consultation on the relaxation of planning rules.
- Cllr Stratford informed the meeting that permission for pop up campsites in NFNPA has reverted to a block of 28 days with notification
- Cllr Stratford reported on the virtual NFALC meeting about permitted development rights
- Cllr Causton Village shop is fine and looking for more volunteers; Will include informing parishioners to consider hedgehog movement around the village when building fences and gates in next NewsLetter.

9. Report from Lengthsman

- Cleared footpath 5 of fallen holly trees

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10. Planning (See Appendix)

11. Correspondence (See Appendix)

12. Finance (See Appendix)

13. PC Laptop software

- The parish is no longer able to borrow the Office 365 and it was agreed that the council buy its own copy of 365, 1 x user, individual use. Cllr Smith and Clerk to liaise and complete.

14. Minstead security

- Meeting addressed by a parishioner in public participation period. Item taken then.

Meeting closed at 2120

Next Parish Council Meeting will be 6th Nov at 19:30 in the Danby Room of the Village Hall.

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APPENDIX

10. Planning

New Applications

23/00879 Full The Cottage, Toms Lane Corner, STONEY CROSS PLAIN ROAD, NEWTOWN, LYNDHURST, SO43 7GF

Timber store and stable building

Response 4 We recommend REFUSAL, for the reasons listed below.

Comment: We believe the footprint and height of the proposed stable building to be out of proportion to the overall size of the plot.

The proposal does not respect the topography, leading to increased visibility and affecting the character of the conservation area.

The size of the machinery store requested is disproportionate for the equipment needs of the size of plot and is not sufficiently justified.

Decisions

NONE

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.

Awaiting the result of negotiation.

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

Outbuilding with solar panels.

Awaiting information from the agent.

Trees

23/01148CONS BRAMBLE TYE, PEARTREE LANE, EMERY DOWN, SO43 7FH

Fell 1 x Sweet Chestnut tree

No comment

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11. Finance

- **Payments for approval**

- Payment due to HMRC for employer's PAYE £161 (due by 22.10.2023)
- Payment Clerk September net salary of £409.57
- Authorisation to set up monthly S/O for Clerk salary
- Payment Clerk mileage for September £2.43
- Repay Cllr Andrews for IONOS monthly fee £14.44 inc VAT (New PC Payment card not yet received)

Payments approved

- **Internal Audit for 2023 – 2024**

- Confirmation of Appointment of new internal auditor.

- **Receipts and Payments for September 2023**

- Please see following table

Receipts and Payments for September 2023 approved

Minstead Parish Council

| Receipts & Payments 01 September to 30 September 2023 | | | | | |
|--|-------|------|---|---------|-----------|
| | £ | £ | £ | | |
| NB VAT is recoverable | Net | VAT | Total receipts and payments incl VAT | Paid by | Auth'd by |
| Balance as of 1 st September 2023 (Inc Reserves) | | | 38705.17 | | |
| Receipts: | | | | | |
| NFDC Precept 2023/2024 | | | 6000.00 | | |
| Total Receipts to 30th September 2023 | | | 6000.00 | | |
| Payments: | | | | | |
| Standing Order/Direct Debit payments | | | | | |
| Lengthsman salary (Will be paid 2nd Oct) | | | | | |
| Debit Card payments | | | | | |
| Cheques & BACS payments | | | | | |
| Communicorp subscription renewal for Clerks & Councils Direct | 80.00 | 0.00 | 80.00 | BA | GH |
| Total Payments to 30th September 2023 | 80.00 | 0.00 | 80.00 | | |
| Balance at Bank 30 September 2023 | | | 44625.17 | | |
| Less Reserves Held: | | | | | |
| General | | | 6000 | | |
| Cricket Pavilion | | | 15000 | | |
| Audio/Visual Equipment | | | 5000 | | |
| Reserves total | | | 26000 | | |
| Balance (excluding reserves) | | | 18625.17 | | |