

Minstead Parish Council

Minutes of the **Ordinary Meeting of Minstead Parish Council** held in the Danby Room at Minstead Hall on Monday 6th November 2023 19:30

All minutes are draft until ratified by the Council at the next meeting

Present: Cllr Bill Andrews (Chair)
Cllr Helen Bennett
Cllr Dimity Pascoe
Cllr Miranda Causton
Cllr Jack Smith

In attendance: Diana O'Grady (Clerk)
District Cllr Hilary Brand

1. Apologies for Absence

Cllr Stratford
Cllr Hough

2. Declaration of Interests and dispensation requests

None were declared

3. To confirm the minutes of the ordinary meeting held on Monday 2nd October 2023

RESOLVED: An error on the payments from 1st to 30th September was corrected.
The minutes were duly signed by the Chairman.

4. Items ongoing

- **Village appearance**, Cllr Hough
- **Cricket pavilion**, Cllr Smith
Drawings sent to builders for quotes
Cllr Smith and Cllr Pascoe researching sources of grants.
Cllr Pascoe has been checking the conditions to be met to qualify for grants.
- **Snow plough contract** Cllr Bennett
Contract in place. Duly signed by chairman.

5. Reports from County / District Councillors

- Report from Cllr Heron circulated electronically during October
- District Councillor report, Cllr Brand below.

Attended Full Council Meeting where the main topics were increase in parking clock charges and the issues with Swimming Clubs and Freedom Leisure.

Attended Planning committee eight applications reviewed main issues are with affordable housing and viability studies.

I have been liaising with Hampshire County Council and Lyndhurst Parish Council regarding the reinstatement of benches at Boltons Bench.

Awaiting response from NFDC regarding the request for putting up posters in Minstead re Crime Prevention.

Had a response from HCC Highways re parking outside Passage to India. New road markings will be put in place.

Minstead Parish Council

Raised an issue with Lyndhurst High Street crossing not working – this has been resolved.

Raised an issue with a manhole cover sticking up and dangerous for residents. Still outstanding after being closed twice with no fix.

Chased up Police Chief Nicholas Marsden re Sirens in Lyndhurst at night.

Attended a number of meetings regarding Lyndhurst Fun Day 2nd December and been involved in collection of money for the Lyndhurst Lights and their planning, installation etc ready for 26th November switch on.

6. Reports from Parish representatives

Cllr Causton reported that more of the village now has FTTP, installation is ongoing.

Cllr Smith has deleted the test website and updated the council to our own copy of Microsoft 365 Personal

Report from Cllr Bennett re NFALC meeting. Meeting was poorly attended. NFALC has served as a source of information. Current discussion over what councils want from the organisation.

7. Report from Lengthsman

- Clerk circulated Risk assessment, grit bin inspection report, finger pointer report and monthly reports provided by the Lengthsman. Request for 6 new finger point signs to be sourced by Clerk.
- Council keen to use the lower telephone box for an information centre.

8. Correspondence

- Local Councils Update November 2023
- Clerks & Councils Direct November 2023
- The New Forest NPA direction under Article 4(1) on permissions of temporary recreational campsites within the New Forest national park area, was made 19th October 2023. Notice circulated to all councillors electronically and those present had seen it.

9. Planning (See Appendix)

10. Finance (See Appendix)

Meeting closed at 21:08

Next Parish Council meeting **Monday 4th December at 19:30** in the Danby Room of the village hall.

Chairman signature.....

Date.....

Minstead Parish Council

Appendix

9. Planning

New Applications

23/01176CAC NEW FOREST DEPOT, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7PE

Demolition of disused pavilion building (Application for Conservation Area Consent)

Decision: 3. We recommend **PERMISSION**.

Comments: None

23/01186FULLHIGHTREES, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FX

Single storey extension to double garage; demolition of single garage

Decision: 1. We recommend **PERMISSION** but would accept the decision reached by the NPA's officers under their delegated powers.

Comments: None

23/01195FULLMERRIE COTTAGE, FOOTBALL GREEN, MINSTEAD, LYNDHURST, SO43 7FR

Alterations to existing garage, new pitched roof, car port and covered area

Decision: 1. We recommend **PERMISSION** but would accept the decision reached by the NPA's officers under their delegated powers.

Comments: None

23/01218FULL BROADWOOD, CHURCH LANE, MINSTEAD, LYNDHURST, SO43 7FY

Removal of existing tile hanging and replacement with timber cladding, existing brickwork to be overclad with silicone render

Decision: 2. We recommend **REFUSAL** for the reasons listed below but would accept the decision reached by the NPA's officers under their delegated powers.

Comments: We question whether the render is an appropriate finish for the era of that building.

Decisions

23/01219DOC MINSTEAD LODGE, MINSTEAD LODGE TRACK, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Application for discharge of conditions 3 and 4 of Planning Permission 23/00558 for installation of ventilation system to the rear of Apple Tree Café

Discharge of Conditions Allowed

Chairman signature.....

Date.....

Minstead Parish Council

23/00686VAR Park Farm House, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Application to vary condition 2 of planning permission 22/00970VAR for variation of condition 2 of planning permission 21/01081 for replacement dwelling with attached outbuilding; 1no. detached outbuilding; demolition existing dwelling and 1no. outbuilding; associated landscaping and ancillary works to allow minor material amendment

Grant Subject to Conditions

23/00776FULL Park Farm House, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Dwelling; 2 storey outbuilding (garage & office); outbuilding (garage); landscaping (demolition of existing dwelling and 2no. outbuildings)

Grant Subject to Conditions

23/00463FULL The Lodge Malwood, Lyndhurst Road, Minstead, Lyndhurst, SO43 7HA

Creation of new vehicular access onto Lyndhurst Road

Grant Subject to Conditions

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

23/01234CONS Hazel Hill Farm, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Prune 1 x Robinia tree (T2 on the plan)
Fell 1 x group of 3 Conifer trees (G3 on the plan)

Already decided no comment

23/01258CONS The Walnuts, SEAMANS LANE, MINSTEAD, LYNDHURST, SO43 7FU

Fell 4 x Leylandii trees

Already decided no comment

23/01259CONS THRIFTY BEECHES, THE GROVE, STONEY CROSS, LYNDHURST, SO43 7GP

Prune 2 x Beech trees (T1 & T2 on plan)
Prune 1 x Oak tree (T3 on the plan)

Already decided no comment

Chairman signature.....

Date.....

Minstead Parish Council

23/01336CONS WISTERIA COTTAGE, LYNDHURST ROAD, MINSTEAD, LYNDHURST,
SO43 7FX

- Fell 1 x Beech tree (T1 on plan)
- Prune 2 x Oak trees (T2 & T5 on plan)
- Prune 2 x Willow trees (T3 & T6 on plan)
- Prune 1 x Silver Birch tree (T4 on plan)
- Prune 1 x Beech tree (T7 on plan)

No objection

10. Finance

- Payments for approval
 - Payment Clerk September working from home allowance £20
 - Payment Clerk October working from home allowance £20
 - Payment Clerk working from home allowance £20 on Standing Order
 - Payment Clerk mileage for October £12.78
 - NFDC Election expenses of £75.00
- Payments for Approval and Receipts and Payment made in October were proposed by Cllr Andrews, seconded by Cllr Bennett and agreed by the meeting.
- Receipts and Payments for October 2023
 - Please see table on following page

Chairman signature.....

Date.....

Minstead Parish Council

Receipts & Payments 01 October to 31 October 2023					
	£	£	£		
NB VAT is recoverable	Net	VAT	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance at 30 September 2023 (inc reserves)			44625.17		
Receipts:					
Total Receipts to 31st October 2023			0.00		
Payments:					
Standing Order/Direct Debit payments					
Lengthsman salary Sept			88.78		
Lengthsman salary Oct			88.78		
Clerk salary Oct			409.57		
Clerk wfh Oct			20.00		
Debit Card payments					
1&1 Ionos annual + monthly fee	32.01	6.40	38.41	WA	
Cheques & BACS /FPO payments					
HMRC quarterly			161.00	DG	
Repayment to Cllr Andrews of Ionos in Sept			14.44	DG	GH
HMRC income tax			102.20	DG	
Clerk mileage Sept			2.43	DG	GH
Clerk salary Sept			409.57	DG	GH
Clerk wfh allowance Sept			20.00	WA	HB
Total Payments to 31st October 2023	32.01	6.40	1355.18		
Balance at Bank 31st October 2023			43269.99		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
Total Reserves			26000		
Balance (excluding reserves)			17269.99		

Chairman signature.....

Date.....