

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the Danby Room at Minstead Hall on Monday 5th February 2024 at 19:30.

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

Present: Cllr Andrews (Chair)
Cllr Hough
Cllr Bennett
Cllr Smith
Cllr Stratford

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

34. Apologies for Absence

Cllr. Pascoe
Cllr Causton

35. Declaration of Interests and dispensation requests

None declared

36. To confirm the Minutes of the Ordinary Meeting held on Monday 8th January 2024

Agreed and signed by Cllr Andrews

37. Items ongoing

- Review of Financial Regulations and Standing Orders
 - Clerk to circulate financial procedures draft to Cllrs Andrews, Bennett and Hough
- Review of risks to the Council
 - Cllr. Bennett to review
- Review of Council Asset Register, circulated electronically
 - Reviewed and camera + old laptops to be removed, laminator and new printer to be added. Otherwise agreed as correct.
- NFDC Draft taxi policy response
 - No changes suggested to response.

38. Reports from County / District Councillors

- District Councillor report, Cllr Brand
 - I have been in contact with a man at Hampshire County Council who is investigating the Minstead Gigabit roll out for me, specifically the address provided where the resident has been enquiring about the progress.
 - Have received confirmation that bin bags have now been delivered to Minstead and Lyndhurst and next delivery will be in July. Please let me know if this does not happen. I will be raising the issue at the next Full Council meeting.
 - Paths have been cleared of moss and overgrowth in Bank after a request to the Parish.
 - Walked Silver Street to see where the fallen down tree was but could not find so presume it had already been moved.
 - Participated in the Lyndhurst Christmas tree take down.
 - Attended Friend of Lyndhurst Surgery meeting and completed the years accounts.
 - Attended the Housing and Communities Scrutiny panel at Appletree Court, reports on Crime in the Forest and Housing survey results.

Minstead Parish Council

- Attended a Parking Strategy Task & Finish Group meeting in Lymington to review the current car parks, use of and charges of with a view to making changes in the future.
- Attended Planning Committee Main presentation was Shorefield Country Holiday Park.
- Received notice that a broken drain I report on the road from Lyndhurst High Street up to Emery Down has been fixed so that the path is now safe for people to use.
- Attended a Traffic Forum Meeting at Lyndhurst Community Centre re Traffic issues in the Parish.

39. Reports from Parish representatives

- Suggestion of setting up a Good Neighbour group for lifts to necessary appointments, Cllr Stratford to check who is running the Lyndhurst Neighbourcare group.
- Village appearance, Cllr Hough
 - Path from Furzey to Red House needing attention. Cllr Andrews will speak with the landowner.
- Cricket Pavilion, Cllr Smith
 - Cllr Smith has quotes and is waiting for more.
- Potholes, Cllr Brand recommended the 'Fix My Street' app to report potholes.
- Cllr. Stratford,
 - Update to NFALC website, much new information being included
 - UK Govt Consultation on protecting intangible cultural practices should include commoning. Suggestion of change to wording to protect commoning practice.
- Minstead Village Hall, Cllr Andrews. Repairs to village hall checked and reported on.
- Cllr Bennett, report from NFALC
 - Currently the NFALC website is being updated. HALC is offering a small grant for this to happen. Aim is to have a calendar of all events across all councils in the Forest.
 - Reps are currently being identified for various areas for councils to consult if they have issues, so far a non council Cycling rep has been identified however has yet to be named. James Carney has agreed to be the Arts and media rep who may be particularly useful if film companies wish to film in a council's area. jamescarneyarts@gmail.com.
 - After the meeting a Commoners rep, Samantha Reece parish councillor at Beaulieu has agreed to rep samijblastock@gmail.com
 - The Clerk of Ringwood council asked if any of the councils wanted to join with his to develop a template policy for managing unauthorised gatherings on council land. Ringwood have several incidents where travellers have taken up residence in their car parks. It was thought that while we may not develop the policy we may benefit from the template to create a policy for our council.
 - Ringwood council also brought up the issue of raising the cost of the parking clocks, they are particularly concerned about the impact of small businesses.
 - There are few clerks there and they advised us that there is an informal support group for the clerks which has a Facebook site.
 - Currently developing a hybrid process to make it easier for councillors and clerks to attend the NFALC meeting.
 - There was no update on the 20MPH but subsequently the 20MPH can be employed but only at a cost and approval. The cost and criteria for approval would make it very unlikely that Minstead have a 20 MPH speed limit.

Minstead Parish Council

40. Report from Lengthsman
- Nothing to report for Dec 23 and Jan 24 as the weather has been too bad
41. Correspondence
- Clerks and Councils Direct
 - Local Councils Update
 - Correspondence from HCC on future services consultation, Cllr Stratford will circulate electronically and will respond.
42. Planning (See Appendix)
43. Finance (See Appendix)
44. Upcoming Meetings
- Next Parish Council meeting **Monday 4th March 2024 at 19:30** in the Danby Room of the village hall.

Meeting closed 21:37

Appendix

42. Planning

New Applications

23/01590FULL Hazel Hill Farm, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Part use of existing outbuilding for ancillary residential accommodation; installation of solar panels on roof; 2no new windows

Decision: 5 We are happy to accept the decision reached by the National Park Authority's officers under their delegated powers.

Comment: Please note that we do not think the insertion of the 2 x windows has any substantial impact on the character and appearance of the building and the surrounding conservation area.

Trees

24/00006CONS Seamans Lodge, SEAMANS LANE, MINSTEAD, LYNDHURST, SO43 7FU

Coppice 1 x Ash tree (T1 on the plan)

Decision: No comment

24/00043CONS WOODSIDE HOUSE, WOODSIDE, NEWTOWN, MINSTEAD, LYNDHURST, SO43 7GB

Prune 1x Copper Beech (T1)

Minstead Parish Council

Prune 1x Field Maple (T2)
Prune 1x Crack Willow (T3)
Prune 3x Oak (T4, T9, T10)
Prune 1x Beech (T5)
Prune 1x Weeping Willow (T6)
Fell 1x Cherry (T7)
Fell 1x Hawthorn (T8)
Fell 2x Silver Birch (T11, T12)

Decision: Application previously decided

24/00090CONS Manor Farm, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43 7GJ

Fell 1 x Ash tree
Fell 2 x Holly trees

Decision: No comment

24/00096CONS Hazel Hill Farm, LONDON MINSTEAD ROAD, LONDON MINSTEAD,
LYNDHURST, SO43 7FT

Fell 3x Robinia

Comment: Robinias (3) not clearly identified on the sketch.
Query if beech hedging will have greater local amenity than the existing trees.

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.

43. Finance

- Payments for approval
 - Clerk mileage Jan £2.43
 - Forestry England rent and permissions £250 + £50, invoice circulated for information electronically
 - HALC clerk training £117.60
Cllr. Andrews proposed, seconded by Cllr. Bennett
- Receipts and Payments for January 2024
 - Please see following table

Minstead Parish Council

Receipts & Payments 03 January to 31 January 2024					
	£	£	£		
NB VAT is recoverable	Net	VAT	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance at 03 January 2024 (inc reserves)			41765.47		
Receipts:					
Total Receipts to 31st January 2024			0.00		
Payments:					
Standing Order/Direct Debit payments					
Lengthsman salary Jan			88.78		
Clerk salary Jan			448.30		
Clerk wfh Jan			20.00		
Debit Card payments					
1&1 Ionos annual + monthly fee	5.00	1.00	6.00		
Cheques & BACS /FPO payments					
HMRC Quarterly			383.40	DG	GH
Clerk back payment Dec			38.73	WA	GH
Clerk mileage Dec			4.86	WA	GH
Total Payments to 31st January 2024	5.00	1.00	990.07		
Balance at Bank 31st January 2024			40775.40		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
Total Reserves			26000		
Balance (excluding reserves)			14775.40		