

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the Danby Room at Minstead Hall on Monday 7th October 2024 at 19:30.

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

Present: Cllr Andrews (Chair)
Cllr Pascoe
Cllr Causton
Cllr Smith

In attendance: Diana O'Grady (clerk)

102/24 Apologies for Absence

- Cllr Bennett. Apologies received and reason accepted.
- Cllr Hough. Apologies received and reason accepted.
- Cllr Stratford. Apologies received and reason accepted.
- County Councillor Heron. Apologies received and reason accepted.

103/24 Public Participation Period

- None present.

104/24 Declaration of Interests and dispensation requests

- None declared.

105/24 To confirm the Minutes of the Ordinary Meeting held on Monday 2nd September 2024

- Agreed by Council and signed by Chair.

106/24 Items ongoing

- New email addresses
 - Most new addresses are working, Cllr Smith will sort out the last couple.
- Financial Regulations
 - Ongoing
- Xmas arrangements
 - Minstead Trust are happy to be involved. Cllr Smith will look for a suitable tree. Trusty Servant will be involved.
- Asset register update
 - Resolved. Locations added to assets on the register.
- Silver Street / muddy lane byway cycling issues
 - Cllr. Andrews will contact Countryside Access re possible signage.

107/24 New Items

- New Forest District Council - Polling Districts and Places Review
 - The consultation closed on September 29th
- Draft Local Walking and Cycling Infrastructure Plan (LCWIP) for the New Forest area
 - The route goes from Lyndhurst to Minstead, has support, and it is hoped the route will be developed.
- Income and expenditure forecast for 2024-2025
 - Discussed in preparation for developing the budget.
- Notification of ICO payment 2024-2025
 - Resolved.
- Authorisation of Clerk membership of SLCC.
 - Agreed and expenditure authorised.
- Lyndhurst primary school crossing patrol
 - On hold for now.
- Furzey Lane status
 - Busy with through traffic, monitoring action by others.

108/24 Village appearance, Cllr Hough

- Ditch flooding at Honeysuckle Cottage

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- Cllr Brand attended the site with the developer and the research as to the reasons for flooding is ongoing.
- 109/24 Cricket Pavilion, Cllr Smith
- Cllr. Smith continues to work on the early stages of the Pavilion development. Waiting to meet with the land agent and with Forestry England.
 - Cllr Smith has also been trying to find the source of flooding on Football green.
- 110/24 Reports from County / District Councillors
- Report from County Councillor Heron circulated to all Councillors electronically
 - Report from District Councillor Brand.
 - Meeting held with HCC, NFDC, NFPA Lyndhurst Parish Council re plans for Lyndhurst Roads. Agreed data to be collated and scoping document created for review and approval for design work to commence.
 - No reply from NFDC re Minstead bin Store, have chased up the Office twice and now escalated to the Director. Have also escalated the missing bin bags from properties in Minstead and asked if perhaps spare ones could be left at the village shop for people who are missed.
 - Attended a meeting with a developer regarding the flooding of two Minstead residents' gardens. Further information required regarding one of the gardens. Need to chase up the developers for follow up as they have not come back as promised.
 - Have continued to speak to HCC Highways Intelligent Traffic Team on a number of occasions due to an issue with the traffic lights at the top and bottom of Lyndhurst High Street. The lights are currently being replaced but the temporary traffic lights are causing just as much of a problem if not more.
 - Issue raised regarding Southern Water works in Princess Crescent Lyndhurst. I have spoken to Southern Water and Hampshire County Council regarding this problem before. Have written to HCC again to determine how long the works will take.
 - Liaised with NFDC regarding issues of overgrown hedges.
 - Attended Planning Committee meeting and Housing & Communities Scrutiny Panel.
- 111/24 Reports from Parish representatives
- Cllr Bennett attended the NE Quadrant meeting on Sept 19th :
 - Update from Forestry
 - Successful year for improving the number of chicks that hatched in the protected areas.
 - Operation Wolfe where those fly tipping have been targeted I.e . Vans have dramatically increased the numbers of waste carrier licenses.
 - The budget is very tight and therefore they are not able to resurface tracks as often as they would like. There will be no car park closures this winter, they are now focusing on closing car parks near sensitive nesting areas in the spring.
 - Bridges are taking a long time to mend , the key issue is the numbers and the updated treatment programme not being so effective to protect the wood. There have been two significant incidents where horse and riders were injured because the horses were being ridden across pedestrian bridges which are not fit for purpose for horses.
 - The cycle working group is now actively working with many relevant an interested groups and have made significant progress in developing the group are looking to:
 - Extend the robust cycle tracks by 60km
 - Develop a network of cycle ways that are patrolled by cycling groups

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- Currently trying to sort a problem with cycle app software which is sending people through sensitive areas
- Upgrade the signage on the existing networks as it is not clear.
- Upgrade the cycle networks.

NPA

- Planning consultation closes on Tuesday 24th. The fees for planning applications are going to increase
 - Consultation re the Exon mobile Solent Co2 pipe line. It is informal so Steve reported it's more about questions than taking a stand.
 - Withdrawal of planning for Fawley waterside has left a question mark as to what is happening with the A326. Railway has been stopped.
 - Question about culling of deer.
 - Issue with deer is they increase by 33% per year, they are very transient and whilst those doing the culling are out every day they can not go onto private land. There is very little return on deer carcasses and it is very difficult to dispose of them so there is little interest to cull by private landowners.
- Cllr Bennett attended NFALC meeting on 30th September:
- Discussed Julian Lewis's intervention with the bidding process for Foxlease and the involvement of the charities commission to force a rethink on purchase of Foxlease. Has been in the press.

LCWIP

- David Orme was appointed as NFALC representative. Was chair of a local cycle club for ten years and had been retired for 4years. He does not agree with professional Wiggle but supports Iron Grid which are locally organized. Is currently working with the cycling group to try and inform and influence HCC, working with Lymington to develop the southern tube map, which is to map out utility cycle routes, working with local councils to develop low cost utility cycle routes. The overall aim is to establish a framework to use to assist in funding cycle routes in the future.

NPA update by Steve Avery was about consultations

- National planning framework consultation
- Solent Co2 pipelines only thing to add from the quadrant update was that a route under the Solent has already been discounted. There will be a formal consultation next year once a preferred route has been established.
- LCWIP - noted that this is for utility cycle routes and due to finish at the end of November
- NPA have asked HCC for a response about the proposed improvements to A326 now the waterside development has been shelved.
- Waiting for update on Association of British Ports port expansion
- HCC wanting to reduce costs and likely to introduce costs for the two car parks they have in the forest. Steve feels that this decision should not be made without recourse as to whether Forestry England will charge in any of their parks.
- New forest tips closure. A recommendation has been made to close Somerly and Marchwood leaving only one tip in the forest which is causing NPA concerns with regards to increased fly tipping.

NFDC

- 20/11/24 Community resilience forum, follow up from earlier this year. Cllr Bennett plans to attend.
- Local plan review commencing shortly.
- Statement of Community involvement - identifies how the council engages with all stake holders on planning issues (52 pages)

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- Changes to the community grant process - this grant is only available to communities and charities, no longer an option for councils. Councils have an annual option to bid for local Community Infrastructure Levy (CIL) money between October and December.

Any Other Business

- Free port - the flag ship sites are not to be developed so not clear about expansion
 - Representation of NFALC on the NPA - working group to be set up to work out what this would look like and develop a proposal for NPA to consider.
 - HALC has had its HCC funding removed therefore there will be a need to increase the fees to cover the shortfall. It is hoped that developing the training programme and other services will also help to cover the shortfall.
 - HALC AGM 19/10/24
 - Hampshire County forum 19/10/24
 - Clerk attended Town and Parish Clerks meeting with Kate Ryan, Chief Executive of New Forest District Council on 1st October:
 - CCTV is being rolled out in areas with highest reported crime rates. I mentioned the problem of Minstead being so accessible to and from the A31.
 - The wheelie bin rollout is going well and recycling has increased. There is strong opposition to the proposed recycling centre closures. NFDC continues to lobby against the closures.
 - The CO2 pipeline will cross through Lepe, whichever route is chosen.
 - The framework for CILS – bidding for local funding – is in the Cabinet report. NPA areas are usually excluded from the bidding criteria but Sway PC managed to gain £20,000 towards a recreation area. Clerk will be in touch with her. Advice for successful bidders is to retain some of the funding to go towards future infrastructure projects. The bid window is Oct to Dec.
 - New move towards ‘big geography’, the County Council has the power to take devolution forward without consultation in the lower strata of government. It is thought that a new layer will sit above the existing councils, bringing them together.
 - Cllr Pascoe. has been checking footpaths
- 112/24 Report from Lengthsman
- There was a lot of rain in September which hampered some work
 - Hampshire Highways: Grit bin inspection report 3. hrs, Attached and circulated electronically to Councillors.
 - Roadside barrier. Location . Outside Newton Cottage, Sally water. Clean and paint posts 3hrs 30mins.
 - Toms Lane bridle way SO43 7GF. Newton. Clear footpath and make it passable. 3hrs. 10 mins
- 113/24 Correspondence
- Clerks and Councils Direct
- 114/24 Planning

New Applications

24/00957CAC Little Wycherleys, Bull Lane, Minstead Lyndhurst SO43 7FS

Replacement dwelling with basement and raised patio; entrance gates; demolish existing dwelling and 2no. outbuildings

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

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Comments: The Council approves of the design in general but has the following reservations:

1. We expect the NPA to consider the increase in floor space, especially because of the addition of the basement.
2. We don't really like the design of the gates.
3. We have a concern that the house may be overlooking, specifically Cauldrons.
4. There is already 1 x outside light which shines down into Congleton Close properties.
5. We expect the NPA to consider possible light pollution from the somewhat larger glazing.
6. Limited site access especially from Bull Lane, we think construction traffic should be excluded from Bull Lane.

Trees

24/01016CONS My Way, THE GROVE, MINSTEAD, SO43 7GG

Re-Pollard 1 x Holly tree (Tree 1 on the plan)

Prune 1x Oak tree (Tree 2 on the plan)

Decision: NFNPA Decided – Raise No Objection, 20th September 2024 – Cllrs were consulted.

24/01017CONS Woodman Cottage, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Prune 1 x English oak tree (T1 on the plan)

Prune group of 7 x Poplar trees (shown as G1 on the plan and crown clean and deadwood remaining poplars in group - exempt works included for information only)

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

24/01025CONS WAYSIDE, SEAMANS LANE, MINSTEAD, LYNDHURST, SO43 7FU

Fell 1 x English Oak tree

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

24/01071CONS Forest Cottage, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Fell 1 x Pittosporum (T1 on the plan)

Fell 1 x Crab Apple tree (T2 on the plan)

Fell 1 x Ash tree (T3 on the plan)

Prune 1 x American Ash tree (T4 on the plan)

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

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.

115/24 Finance

- Payments for approval

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- Clerk mileage September £2.43
 - Agreed.
- Invoices circulated electronically
 - None

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Minstead Parish Council PAYMENTS & RECEIPTS LIST

1 October 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
57	Admin (Stationery, Printer, Pos	29/08/2024	2024.41	Current		Payment - HP Instant Ink	Hewlett Packard	S	-3.32	-0.67	-3.99
56	Audit & Professional Fees	02/09/2024		Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
58	Communications (Phone, Webs	19/09/2024		Current		Payment - Ionos Business ema	Ionos Cloud Ltd	S	-18.50	-3.70	-22.20
5	Precept	26/09/2024		Current	2208174	Receipt - Precept part 2	New Forest District Council	X	7,200.00		7,200.00
60	Staff Costs	27/09/2024		Current		Payment - Staff net salaries	Clerk and Lengthsman	X	-537.08		-537.08
59	Admin (Stationery, Printer, Pos	27/09/2024		Current		Payment - HP Instant Ink	Hewlett Packard	S	-3.32	-0.67	-3.99
61	Staff Expenses & Training	27/09/2024		Current		Payment - Clerk working from l	Clerk and Lengthsman	X	-20.00		-20.00
62	Staff Expenses & Training	30/09/2024	100/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
63	Staff Expenses & Training	30/09/2024	100/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
64	Staff Expenses & Training	30/09/2024	115/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
Total									6,598.49	-7.44	6,591.05

Signed Chair Date

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1 October 2024 (2024 - 2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
64 Staff Expenses & Training	30/09/2024	115/24	Current		Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
Total								2.43		2.43

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Signed Chair Date

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1 October 2024 (2024 - 2025)

Minstead Parish Council RECONCILIATION - Current 30-09-2024

From Accounts	£45,921.36
Payments not cashed Add	£2.43
Receipts not entered Subtract	
Statement should be	£45,923.79

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116/24 Future Meeting

Next Ordinary Parish Council meeting Monday **4th November 2024 at 19:30** in the Danby room of the village hall.

Meeting closed at 21:48