

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the Danby Room at
Minstead Hall on Monday 6th January 2025 at 19:30.

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

Present: Cllr Andrews (Chair)
Cllr Hough
Cllr Pascoe
Cllr Bennett
Cllr Causton

In attendance: Diana O'Grady (clerk)

159/25 Apologies for Absence

- o Cllr Smith. Reason given and accepted.
- o Cllr Stratford. Reason given and accepted.

160/25 Public Participation Period

Chair and Vice Chair of Cadnam Cricket Club spoke at the meeting

161/25 Declaration of Interests and dispensation requests

- o None declared.

162/25 To confirm the Minutes of the Ordinary Meeting held on 2nd December 2024

- o Minutes agreed by all who were present for the December meeting.

Items ongoing

163/25 Cricket Pavilion

- o Cllr Andrews proposed to make the roof of the existing structure watertight as suggested by Chair of Cadnam Cricket Club. Seconded by Cllr Bennett.
- o Chair of Cadnam Cricket Club will obtain 2 x quotes for the work to the same specification, to be presented to Minstead PC.

164/25 Overgrown hedge at Church lane

- o Cllr Hough will write to the owners.

165/25 Dragons teeth replacement

- o Quotes not yet obtained.

New items

166/25 Budget review

- o To previous agreed budget, Council will add cost of defibrillator pads and battery, clerk salary increase to cover increased National Insurance contributions and a provisional sum for Dragons teeth replacement on Village Green.

Cllr Andrews proposed increasing the budgeted precept to £16700, Cllr Hough seconded.

167/25 Cricket Pavilion finances

- o Clerk will use a spreadsheet to track expenditure

168/25 Village resilience

- o Cllr Bennett will research funding for generators
- o Remind parishioners to be on the priority registers via various communication methods

169/25 APM planning

- o Cllr Bennett will ask PCSO Richard Williams if Sergeant Stuart Ross will speak at the meeting.
- o Cadnam Cricket club to be asked if they'd like to speak at the meeting.

Reports

170/25 Reports from County / District Councillors

- o Report from District Councillor Brand
 - Attended a meeting re HCC Bus strategy
 - Met the owner of Forest Verge at the property, established where the leak is and have sent an email to the Stanborough's. Need to follow up with a phone call.

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- Attended full council meeting, Gambling Act policy review approved, Polling Districts Review approved.
- Changes to the Council Tax Reduction scheme were tabled and approved by majority vote.
- Attended Planning Committee.
- Attended a meeting with Southern Water about the issues in Princess Crescent Lyndhurst.
- Attended an All Member briefing about the new Waste Recycling service. First tranche to be rolled out to in 2025 is Lymington.
- Attended and ran Youth Club Christmas party.
- Supported residents during the water outage and provided water to Lyndhurst Surgery.
- Attended a meeting about Devolution of the Councils.

171/25 Reports from Parish representatives

- Cllr Causton has published newsletters.
- Cllr Hough has used Facebook and Minstead Community WhatsApp group to communicate around the parish.
- Cllr Andrews reported that the Hall is being redecorated and that the PCC is raising funds for repairs to the Lychgate.

172/25 Report from Lengthsman

- None received. Reason given and accepted.

173/25 Correspondence

- HALC LCPD Autumn / Winter newsletter circulated electronically
- HALC December newsletter circulated electronically
- NALC newsletter circulated electronically
- NALC Chief Executive Bulletin circulated electronically
- Lloyds bank deposit accounts and interest rates information

174/25 Planning

New Applications

24/01437FULL Malwood Walk Farm, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43 7GD

Formation of terraces with retaining walls; pool; pergola; associated landscaping

Response: 5 The Parish Council is happy to accept the decision reached by the NPA's officers under their delegated powers

Trees

24/01438CONS Woodside House, WOODSIDE, MINSTEAD, LYNDHURST, SO43 7GB

Fell 3 x Ash trees (T1, T2 & T3 on the plan)

Comments: No objection made by Councillors to the proposed works

24/01468CONS GROVE VIEW, RINGWOOD ROAD, STONEY CROSS, LYNDHURST, SO43 7GN

Prune Group of 4 x Beech trees (G1 on the plan)

Prune 1 x Oak tree (T1 on the plan)

Comments: No objection

24/01496CONS LITTLE WYCHERLEYS, BULL LANE, MINSTEAD, LYNDHURST, SO43 7FS

Prune 3 x Oak trees (T3, T4 & T6 on the plan)

Fell 2 x Conifer trees (T5 & T9 on the plan)

Reduce 1 x Conifer tree (T7 on the plan)

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Remove epicormic on 1 x Birch tree (T8 on the plan - exempt works - included for information only)

Remove 1 x Pittosporum (T10 on the plan - exempt works - included for information only)

Comments: No objection

24/01499CONS Chestnut Cottage, RINGWOOD ROAD, STONEY CROSS, LYNDHURST, SO43 7GN

Fell 2 x Beech trees (T1 & T2 on the plan)

Comments: No objection

Decisions

24/00913CAC Sports Pavilion, Castle Malwood, LYNDHURST ROAD, MINSTEAD, SO43 7PE

Demolition of disused pavilion building

Decision: Grant Subject to Conditions

22/00752FULL The Orchard, THE GROVE, THE GROVE, LYNDHURST, SO43 7GG

Outbuilding with solar panels

Decision: Approve Conditionally (Legal Agreement)

24/01297FULL Furzey Craft Gallery, SCHOOL LANE, MINSTEAD, LYNDHURST, SO43 7GL

Installation of a composting toilet

Decision: Grant Subject to Conditions

24/01387PN PEAR TREE FARM, PEARTREE LANE, EMERY DOWN, LYNDHURST, SO43 7FH

Application under part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, design and appearance of an agricultural building

Decision: Approval Without 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.

175/25 Finance

- Payments for approval
 - Clerk mileage December £2.43
 - Approved
 - Planning application PP-13367049v1 Minstead Cricket Ground, Football Green, Minstead, SO43 7FR £648
 - No longer needed
- Invoices circulated electronically
 - DropBox annual payment
 - Xmas tree invoice
 - Notification of payment required for Planning application PP-13367049v1

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Minstead Parish Council PAYMENTS LIST

30 December 2024 (2024 - 2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
83 Staff Costs	27/11/2024		Current		Staff net salaries	Clerk and Lengthsman	X	537.08		537.08
84 Staff Expenses & Training	27/11/2024		Current		Clerk working from home	Clerk and Lengthsman	X	20.00		20.00
85 Audit & Professional Fees	02/12/2024		Current		Scribe monthly	Starboard Systems Ltd	S	12.00	2.40	14.40
79 Open Spaces	10/12/2024	157/24	Current		Hedge maintenance	Agricultural and	S	65.00	13.00	78.00
80 S.137	10/12/2024	157/24	Current		Royal British Legion	Royal British Legion	X	30.00		30.00
87 S.137	10/12/2024	143/24	Current		Xmas	John Smith (Minstead)	X	120.00		120.00
88 Communications (Phone,	23/12/2024		Current		Ionos Cloud monthly	Ionos Cloud Ltd	S	18.50	3.70	22.20
89 Staff Costs	27/12/2024		Current		Staff net salaries	Clerk and Lengthsman	X	537.08		537.08
90 Staff Expenses & Training	27/12/2024		Current		Clerk working from home	Clerk and Lengthsman	X	20.00		20.00
91 Staff Costs	30/12/2024	157/24	Current		Staff net salaries	Clerk and Lengthsman	X	569.91		569.91
92 Staff Expenses & Training	30/12/2024	157.24	Current		Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
94 Staff Expenses & Training	30/12/2024		Current	Dec mileage	Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
93 Admin (Stationery, Printer,	30/12/2024		Current		HP Instant Ink	Hewlett Packard	S	3.32	0.67	3.99
Total								1,937.75	19.77	1,957.52

Signed Chair Date

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30 December 2024 (2024 - 2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
94 Staff Expenses & Training	30/12/2024		Current	Dec mileage	Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
Total								2.43		2.43

Signed Chair Date

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176/25 Future Meeting

Next Ordinary Parish Council meeting Monday **3rd February 2025 at 19:30** in the Danby room of the village hall.

Meeting closed 21:47