

# PARISH OF MINSTEAD ANNUAL PARISH MEETING

Minutes of the ANNUAL PARISH MEETING of the Parish of Minstead  
held in the main hall of Minstead Village Hall on  
Wednesday 12<sup>th</sup> March at 19:30 hrs

## DRAFT MINUTES

*All minutes are draft until ratified at the next meeting*

### 1. Attendance Register and Apologies

- **Present**

- Cllr Smith
- Cllr Pascoe
- Cllr Andrews
- Cllr Bennett

- **In attendance**

- Diana O'Grady, Clerk
- County Councillor Edward Heron
- District Councillor Hilary Brand
- PCSO Richard Williams
- Mr Paul Godfrey
- 16 Parishioners

- **Apologies**

- Cllr Hough. Reason given and accepted.
- Cllr Causton. Reason given and accepted.
- Cllr Stratford. Reason given and accepted.
- Sgt. Kevin Pearson. Reason given and accepted.
- 3 x members of the public

### 2. Minutes of the previous Annual Parish Meeting, 27<sup>th</sup> March 2024

- Agreed by all who were at the 2024 meeting. Signed and dated by Chair.

### 3. To receive a report from Sgt Kevin Pearson, head of County Watch, Hampshire

- None received.

### 4. To receive the Police report by PCSO Richard Williams

- Operation Sherlock is having an effect because of contacting one another and the police
- More police patrols in the area, more arrests
- Not so many house break-ins this year
- Expensive bikes are being stolen, valuables left on view in cars. Fly tipping is a real nuisance. Phone scams pretending to be police looking for corrupt police.

Signed Chair ..... Date .....

- Air tags, DNA marker kits are useful on property.

## 5. Matters Arising from the last Minutes

- None

## 6. To receive the Annual Report by Chairman

- Thank you all for making time to attend this year’s Annual Parish Meeting - which is a legal requirement, is for **Parishioners’** benefit and, for convenience, is convened by the Parish Council. Whilst **all** parishioners are most welcome to attend, speak and ask questions, only those **registered as Local Government electors** may **vote**, on any business conducted.
- As always, the **Parish Lengsthman** has done a huge amount of good work in all kinds of weather, *“Thank You, Stephen.”*
- The **Minstead Oil Buying Group** continues to be a great service, and we all thank Mike Hutton for running this.
- There is also a **FloGas buying group** for LPG looked after by Dave Donawa.
- **Speedwatch** is locally administered also by Dave Donawa, many thanks to him and his team of volunteers. Join in, anyone?
- Our local **Postie** not only delivers mail, but he also litter picks most weekends, passes on messages and probably has the best and most frequent overview of this Parish – *Thank you, Sean and lately Herbie!*
- We have had good success using the **“Fix My Street” App** to report road and verge problems, fly-tipping, abandoned vehicles and a host of other issues directly.
- Please remember that **all property owners** are responsible under **Riparian Ownership** rules for keeping their hedges cut back and ditches cleared alongside their properties, even if these are **outside** their garden boundary. An explanatory notice is on the board by the post-box on the Village Green and may be found online.
- Don’t forget the Village Website, eNewsletters & NewsFlashes, our Facebook pages, the Community WhatsApp Group, Op Sherlock WhatsApp Group, sign up if you haven’t already.
- Our continued efforts to bring Ultrafast Fibre Broadband (FTTP) to the whole Parish have borne more fruit, we are more covered now and still more is coming. Wessex Internet are now involved.
- Work on the Cricket, now to be known as **Community**, Pavillion has started – more later this evening.
- Minstead needs someone to take on the organisation of this year’s Fete.
- **Once again, I hope you will join me in thanking all Parish Councillors (we’re all volunteers you know) and our Clerk for their time, industry, and effectivity; both County and District Councillors for their continued support; our Policemen Richard and Mark; and all those of you who take things on in, around and for this Village.**
- With great regret I must report that Cllr Georgie Hough has stood down from the PC as she, Alan and their family will shortly be leaving Minstead. Anyone willing to volunteer to join us?

## 7. To receive the Financial Statement by the Clerk and Responsible Finance Officer

- Audit of the governance of Minstead Parish Council and the accounts for the financial year ending 31 March 2025 will be carried out early in April 2025.
- Council has increased the precept request to £16,700 for the coming year, 2025 - 2026. This was necessary to keep up with inflation and with the higher NI rates, and results in an increase in Council tax of £5.03pa on a Band D property.
- Council finances remain in a sound position with a current balance in excess of £40,000 (including reserves). As well as expenses relating to council administration and normal maintenance within the parish, the Council will spend £10,000 to replace the roof on the cricket pavilion and has budgeted £300 towards replacing the dragons teeth around the village green. This will however cost at least £1,000.

- In addition to the general reserve maintained by the council by law (£8,000), the council has established reserves for potential further upcoming investment which may be required on the cricket pavilion of £10,000
  - o Note: These are held as a reserve only and not committed for payment
- Grants were received this year from:
  - o HCC to support HCC Parish Lengthsman Scheme: £1,100 towards Lengthsman salary; this is expected to continue into 2025 – 2026.
- The Parish Council made grants and donations in the year 2024 - 2025 to:
  - o Minstead flower show, the churchyard, the fete, the village hall floor restoration and Royal British Legion, totalling £1,905
  - o The Council bought a new defibrillator at a cost of £818.36
- You can view the Parish Council finances yourself at any time on the Minstead website, with details published monthly in the minutes.

Year	Precept	PC expenditure	CPI
2021	11,500	11,850	5.4%
2022	12,000	14,625	10.5%
2023	12,000	15,277	4.0%
2024	14,400	16,000	3.0%

- Expenditure to date is £14,005
- £16,000 expenditure shown includes March 2025 salaries and dragon’s teeth which will cost £700 over budget + churchyard maintenance was over £800 over budget.

## 8. To receive the Report by/from Hampshire County Councillor Edward HERON

- Running a consultation on saving £97m savings. Adult social care is costing ever more.
- Re-organisation / devolution start explained, with the emphasis on power being passed to communities at a local level
- Govt decides on statutory services, HCC spending money where people are most vulnerable, eg children at risk and adult social care. These services are taking up a large percentage of the budget.
- Following the adoption of the new Local Plan the NPA will remain the planning authority, but it is really worth engaging with the Local Plan review.

## 9. To receive the Report by/from New Forest District Councillor Hilary BRAND

- It has been a busy year, and I wanted to just reflect on some of the different issues that have been raised and some changes that have been made.
- One large issue that I have had reported a number of times, is regarding drainage both in Minstead and Lyndhurst. I have worked with landowners, Hampshire Highways and Southern Water to resolve as many as possible.
- Unfortunately, there have been problems with bin bag delivery in Minstead with many properties being missed, which I have raised to NFDC and then further onto the Portfolio holder for Waste. I have so far not had a satisfactory response and have delivered bin bags to residents to help where I can. I will continue to push for a sensible solution. There have also been issues with the recycling store being fixed and again I am waiting for a satisfactory response from the Portfolio holder.
- I have had case work from helping people find housing, issues with mould, overgrown gardens, problems with ditches, issues with pavements, potholes, poor signage, telegraph poles, business

licenses, wood burning, rubbish collection and more. Again, if anyone needs some help with an issue with the service they are receiving from New Forest District Council please do let me know and I will do my best to help.

- During the last year I have been working with Lyndhurst Parish Council and Hampshire Highways on a new plan for the Lyndhurst roads. The plan is currently in concept and costing stage and we hope in six weeks we will be able to prioritise the changes. An amount of funding has been secured.
- I have liaised with Hampshire Highways intelligent traffic team on numerous occasions to try and improve the traffic light sequencing in Lyndhurst. The lights have now been replaced and are working well.
- Last financial year I provided a grant in support of the Minstead Fayre. I will receive a new grant allocation in April so if you have a good cause that needs some financial support, please let me know.
- I have continued to be the Treasurer for the Lyndhurst Village Decorations Committee, Friends of Lyndhurst Surgery and the Lyndhurst Youth Club.
- I have enjoyed putting up flags in Lyndhurst High Street and the Christmas lights, comparing the light switch on. I have also enjoyed being one of the volunteers that run The Den Youth club every other Thursday. If anyone has children in year 7 – 9 they are very welcome to come along.
- I have been a committee member for the Planning committee and the Housing and Communities panel.
- The three main focuses for NFDC going forward will be Devolution, Wheelie Bin roll out and the development of the local plan. The Devolution and the local plan are currently out for public comment so please do look at the NFDC website and have your say.

#### **10. Update on Cricket/Community Pavilion (Cllrs Smith and Pascoe)**

- Costs to replace the building were prohibitive and we could not verify the condition of the base, so the Parish Council was struggling to move forward. Decision taken to make weatherproof by re-roofing and re-cladding, then internal works (by CCC volunteers) to make useable.
- Cadnam CC chair Paul Godfrey has introduced a recommended roofer and is project managing the installation of the new roof. This comes with a 25 Year guarantee.
- The PC are looking for donations to put towards cladding to improve the external appearance.
- Paul Godfrey –Pavilion is probably over 100yrs old. Cadnam members will volunteer their time to repair the hall but we need to fundraise to buy the materials.
- The assembly noted that the pavilion will also be for non-commercial community use. It provides small internal and large external spaces and will not compete with Minstead Village Hall which provides large internal space and little external. The cricket / community pavilion will not be available for commercial hire but may be ‘borrowed’ by members of the community for small private gatherings.

#### **11. Items requested by public**

- None

Meeting closed at 21:20

**The next Ordinary Meeting of the Parish Council will be on Monday 7<sup>th</sup> April 2025 at 1930hrs,**

**The next Annual Parish Meeting will be on Wednesday 11<sup>th</sup> March 2026 at 1930hrs.**

Signed Chair ..... Date .....