

# Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the **Danby Room at Minstead Hall** on **Monday 3<sup>rd</sup> March 2025 at 19:30.**

## MINUTES

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

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

In attendance: Diana O'Grady (clerk)

Councillor Hough tendered her resignation as Vice Chair to take effect following the next ordinary meeting of the Parish Council on Monday 7<sup>th</sup> April.

193/25 Apologies for absence

- District Cllr. Brand. Apologies given and reason accepted.
- Cllr Stratford. Apologies given and reason accepted.

194/25 Public Participation Period

- None

195/25 Declaration of Interests and dispensation requests

- None declared.

196/25 To confirm the Minutes of the Ordinary Meeting held on 3<sup>rd</sup> February 2025

- Agreed by Council, signed and dated by Chair.

### Items ongoing

197/25 Cricket Pavilion

- Work yet to start.

198/25 Dragons teeth replacement

- Cllr Andrews proposed and Cllr Smith seconded that Council asks Mark Bridle to replace all the dragons teeth around the Village Green. Clerk to prepare a specification.

199/25 Village resilience

- Cllr. Bennett hasn't had a response from the Community Forum.

### New items

200/25 Review of asset register

- Council approved the asset register.

201/25 Review and agree meeting dates for 2025-2026

- Dates as published agreed by the Council.

### Reports

202/25 Reports from County / District Councillors

- Report from District Cllr. Brand
  - Attended a meeting with a resident re mould in their council property, escalated to the Housing team and work to be completed. Further meetings are required to fully resolve.
  - Attended a property in Minstead to ensure that a drainage issue was now resolved. A new drainage ditch has been dug and water is now flowing away from the impacted property.

## Minstead Parish Council

- Escalated the issue with lack of bin bag delivery and Bin Store restoration in Minstead to the Waste management team and then onto the Portfolio Holder for Waste Management as no response received.
- Attended full council meeting where budget for the year was discussed.
- Received complaints re Lyndhurst traffic due to power works. Escalated to Hampshire County Councillor.
- Reviewed a refused planning application for a resident.

### 203/25 Reports from Parish representatives

- Cllr Smith will attend a consultative panel meeting
- Cllr Pascoe has taken over the FaceBook work
- Cllr Pascoe will set up a funding account for the cricket pavilion.
- Cllr Andrews will attend the NE Quadrant meeting in April.
- Cllr Andrews reported on church matters.
- Cllr Andrews reported that the hall floor is now repaired and fine.

### 204/25 Report from Lengthsman

- None received with good reason.

### 205/25 Correspondence circulated

- New Forest National Park Local Plan Review consultation
- NALC Chief Executive's bulletin x 2
- NFALC meeting minutes
- HALC February Newsletter
- List of meeting dates 2025-2026
- Asset register 2025

### 206/25 Planning

#### New Applications

**24/01489FULL** UPCERNE, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FP  
Covered log store

**Response: 3** We recommend permission for the reasons listed below.  
We think it's suitable

**25/00113OHL** Lymington (LYMI) E4L5 & Fletchwood (FLET) E8L5 11kV Circuits  
Application under section 37 of the Electricity Act 1989 and section 90(2) of the Town and Country Planning Act 1990 for 2no. replacement electricity poles

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

#### Trees

**25/00203CONS** Stoney Cross Lodge, RINGWOOD ROAD, STONEY CROSS, LYNDHURST, SO43 7GN  
Fell 1 x Douglas Fir tree  
Fell 2 x Sycamore trees

**No Comment**

#### Decisions Awaited

**18/00954** Petrol Station, Ringwood Road  
Single storey rear extension to the sale building to provide sandwich bar.  
Awaiting the result of negotiation.

### 207/25 Finance

- Payments for approval
  - Clerk mileage February £2.43  
Council agreed to pay mileage.
- Invoices circulated electronically

## **Minstead Parish Council**

- Quote from Lazco for cricket pavilion roof
- Quote from Sexton for cricket pavilion roof
- Invoice for Minstead Hall bookings April 2025 – March 2026
- Ionos annual basic contract fee invoice £132 excl VAT

## Minstead Parish Council PAYMENTS & RECEIPTS LIST

			Cheque No	Description	Supplier					
104	Admin (Stationery, Printer,	29/01/2025		Current	Payment - HP Instant Ink	Hewlett Packard	S	-3.32	-0.67	-3.99
105	Audit & Professional Fees	03/02/2025		Current	Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
99	Open Spaces	03/02/2025	191/25	Current	Payment - FE Permission	Forestry England	X	-250.00		-250.00
100	Open Spaces	03/02/2025	191/25	Current	Payment - Verderers	Forestry England	X	-50.00		-50.00
106	Communications (Phone,	20/02/2025		Current	Payment - Ionos Business	Ionos Cloud Ltd	S	-150.50	-30.10	-180.60
							<b>Total</b>	<b>-465.82</b>	<b>-33.17</b>	<b>-498.99</b>

## Minstead Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

			Cheque No	Description	Supplier				
107	Staff Expenses & Training	24/02/2025	Current	Feb Mileage	Clerk mileage	Clerk and Lengthsman	X	2.43	2.43
							<b>Total</b>	<b>2.43</b>	<b>2.43</b>

Prepared by: Diana O'Grady, Clerk and RFO  
*Name and Role*

Date: 25.02.2025

Approved by:

*Name and Role*

Date:

Approved by:

*Name and Role*

Date:

## **Minstead Parish Council**

208/25 Future Meeting

The Minstead Parish Council Annual Parish Meeting will be held on **Weds 12<sup>th</sup> March** in the main hall of Minstead Village Hall at 19:30. All parishioners are welcome to attend.

The next ordinary meeting of Minstead Parish Council will be held on Monday 7<sup>th</sup> April.

Meeting closed at 21:25