Minstead Parish Council

To: All members of Minstead Parish Council:

Minutes of the Ordinary meeting of Minstead Parish Council held in the Danby Room at Minstead Hall on **Monday 5th October 2026 at 19:30**.

MINUTES

Present: County Cllr Millar
Cllr Andrews, Chair
Cllr Bennett, Vice Chair
Cllr Pascoe
Cllr McGhee
Cllr Standeven

In Attendance: Diana O'Grady, Clerk and RFO
County Cllr Millar
5 x members of the public

110/26 Apologies for absence

- District Cllr Brand, apology accepted.
- Cllr Smith, apology given and accepted.
- Cllr Standeven will be late.

111/26 Public Participation period

- A member of the public spoke on the appearance of the village, suggesting the precept is increased to pay for clearing the brambles.
- Also a parishioner was chased by someone from Ocknell House.
  - Parish Council (Cllr Andrews) to write to Ocknell House to ask them to monitor their residents more carefully.
  - Cllr Millar will investigate within Hampshire County Council

The following is to be an agenda item for the November meeting

- A member of the public spoke on breaches of planning permissions related to caravan parking within the Parish. She presented a letter sent to Natural England and requests that the Parish Council echo her letter to Natural England.
- The sewage treatment arrangements aren't adequate for the number of caravans on site and the pit smells.
- Hythe PC had a similar issue.
- Suggestion of contacting David Harrison from Totton Town Council as he is a Hampshire County Councillor and is also on the NPA planning committee.

A member of the public joined the meeting.

- Members of the public spoke on the planning application for Toms Cottage and invited questions.

Cllr Standeven joined the meeting.

- A member of the public spoke on the effect of volume of traffic in the proposed SSE application 26/00914FULL. He also spoke on the existing sewage system and had questions on the plans for traffic flow both around the village and on the A31.
- A member of the public spoke on the proposed new entrance to the SSE site 26/00914FULL with the following comments
  - No justification of traffic nor has there been modelling for the traffic turning into the village.
  - Strategic objectives for transport on the NPA plan is to reduce the impact of traffic in the Park.
  - No mention of any sustainability
  - NPA justification focusses on making the A31 safer and ignores the effects on the village.
  - Traffic management through the village has been ignored.
  - SSE have met with the Chair and Vice-Chair but not with the Parish Council nor held a meeting for the village.
  - HGVs will be going through a grazed area.
  - There is currently no permitted right turn from anyone other than the Lodge onto Lyndhurst Road. The statement in the application is factually incorrect.
  - Vehicles SSE are proposing vehicles 6ft 6inches wide will be using the site
    - Clerk to write to Cllr Millar with concerns and he will contact National Highways.

112/26 Declaration of Interests and dispensation requests

- Cllr Andrews has declared an interest on the SSE application 26/00914FULL as he is an immediate neighbour. He will not take part in discussion nor the decision on the response to the application.
- Cllr McGhee has declared an interest in the Churchyard maintenance grant as she is named on the application and will not take part in the decision.

113/26 To confirm the Minutes of the Ordinary Meeting held on 7th September 2026

- Agreed by all who were present and signed by the Chair.

Items ongoing

114/26 Agree to adopt Health and Safety guide updated to include a section on Display Screen Equipment.
With an amendment noting that the Lengthsman is an employee, this is adopted by the Council, proposed Cllr Andrews, seconded Cllr Bennett.

New Items

115/26 Agree Budget for 2027-2028

- Cllr Pascoe will contact Natural England re fence specification for the cricket ground.
- Budget itself deferred to the November meeting.
- Council asked to note comment from Cllr Millar re advice to increase the precept to set aside funds for parish needs following Local Government Reorganisation.
- Clerk reminded the Council that the election costs for next May should be added to the budget.

116/26 Agree rectification of Clerk's forgotten spine point increases.

- Cllr McGhee will call NALC with a question and will come back to the Council.

117/26 Agree Clerk monthly standing order following the above rectification.

- Dependent on the above.

118/26 Agree way forward with regards to the failing printer.

- Agree to buy a new printer, budget £150.00 maximum.

119/26 Agree Churchyard maintenance grant

- Council agreed the grant. Proposed Cllr Andrews, seconded Cllr Pascoe.

Reports

120/26 Reports from County / District Councillors

Hampshire County Council update from Cllr David Millar
For parish councils in the Lyndhurst and Fordingbridge division Number 4: October 2026, covering September

Local Government Reorganisation – Government withdraws its decision

As I hurriedly reported last month, on 7 September the Government withdrew its March decision on the proposed structure of new unitary councils across Hampshire and the Solent and announced that it would review the position. Hampshire County Council had begun judicial review proceedings against the original decision in June.

This is particularly significant for the New Forest given the split of the New Forest the March decision proposed. However, celebrations that that battle has been won are probably premature – we are expecting an update from Government in October giving the result of their review, and it would not be unexpected for the same decision to be made again.

There also remains the possibility that the Forest is not split, but the whole Forest moves in with Southampton and Eastleigh (the option that Hampshire County Council voted for last year, but which is not widely supported by New Forest councillors.

£8.5 million investment in New Forest SEND provision

On 9 September, Hampshire approved funding for two major new SEND projects, including a 50-place specialist unit in the New Forest, based at the former Pennington Infant School site and operated by Pennington Church of England Primary School.

Although the provision is outside this division, it is relevant to families across the New Forest because increasing specialist capacity locally should enable more children to receive appropriate education closer to home.

New climate strategy

Cabinet approved a new Hampshire climate strategy on 22 September, alongside its latest annual progress report: https://www.hants.gov.uk/News/20262209ClimateChangeReport

The strategy includes work on flood and extreme-weather resilience as well as carbon reduction. The Council reports that more than 87,000 trees have been planted through biodiversity initiatives, 27,000 tonnes of household food waste recycled and 1.6 million additional bus journeys made following improvements to bus services.

Hampshire has also secured £6.66 million of Government funding for electric vehicle infrastructure, intended to support the installation of 17,000 public charging points across the county, and £13 million for improvements through the Bus Service Improvement Plan.

Highways – call for more funding

As a result of a Liberal Democrat motion passed at the July Full Council meeting, Cabinet has been obliged to look at the road maintenance backlog and their approach to keeping our roads working.

Hampshire maintains around 5,500 miles of local roads. Hampshire's highways maintenance backlog is now between £550 million and £600 million.

September's Cabinet meeting agreed:

- To step up Hampshire's campaign for a greater share of Vehicle Excise Duty revenues to be spent on local roads.
- Concentrate on preventative maintenance rather than relying on reactive pothole repairs.

Since April, 42 resurfacing schemes and 122 surface-treatment schemes have been delivered, alongside 154 planned patching schemes. Some 17,590 reactive defects, including potholes, were repaired between April and July.

Adult social care – helping people return home from hospital

Hampshire has approved a new service intended to help people with complex care needs leave hospital more quickly once they are medically ready.

The County Council will work with NHS Hampshire and Isle of Wight to coordinate assessment and support, with assessments taking place at home or in community settings where possible rather than requiring people to remain in hospital. Around 650 Hampshire residents a year are expected to use the new pathway.

The service is expected to begin on or after 1 January 2027.

Local recognition for Bickerley Green, Ringwood

There was also some very local good news at the end of September. Hampshire County Council's Bickerley Green care home in Ringwood was named Residential Home of the Year at the 2026 Hampshire Care Awards.

Local road closures

A number of temporary highway notices were issued across the New Forest during September, including School Lane in Minstead, Station Road in Sandleheath and Harbridge Drove in Ellingham, Harbridge and Ibsley.

Parish and town councils can search current notices, including forthcoming closures, on the County Council's public notices service:

https://www.hants.gov.uk/community/publicnotices

At 22:00 Cllr Andrew proposed Council extend the meeting. All Councillors agreed.

121/26 Reports from Parish representatives

Cllr Standeven Minstead Roads sub-committee:

We have held meetings with HCC Highways, and been in email contact with NPA and FE. HS will present at the October Verderers Court, encouraging New Forest organisations to combine forces with HCC to influence the Sat Nav companies algorithms.

Cllr McGhee Church had a lovely Harvest festival

Lych Gate architect fees are large and delays with getting the work done are frustrating.

Cllr Pascoe Village shop may buy the Xmas tree this year.

Cllr Bennett is pushing for hybrid meetings for NFALC and for Parish Councils.

Cllr Andrews The Gardeners' question time in the village hall was very successful and they are hoping to have Kitchen Cabinet in the future.

122/26 Report from Lengthsman

September duties.

- Old Court House footpath and cleared fallen branches at entrance. 2 hours.
- Prepare and paint front of telephone box opposite Trusty Servant. 5 hours.
- Replace Prish Notice Board sign. I chose metal as the alternative black plastic price difference wasn't much or last as long. 2 hours including shopping.

Correspondence and documents circulated 2nd Oct 2026

Health and Safety Guide 2026

For the Budget

Cricket pavilion spending and income

Budget 2027-2028 rationale table

Budget 2026-2027 Excel spreadsheet with historic information

123/26 Planning

New Applications

26/00914FULL New Forest Depot, Lyndhurst Road, Minstead, Lyndhurst SO43 7PE Alterations to the existing access arrangements, including formation of a new site exit-only link road and junction at Lyndhurst Road and new access to The Lodge; gates; fence; lighting; associated landscaping.

Response 4 We recommend refusal for the reason listed below

Comments: Please see below.

Objections from Minstead Parish Council 6 October 2026 (26/00914)

Summary

- The Entire justification for the proposal is to facilitate traffic going onto A31 and to make the junction safer. However, there is no attempt to justify it, or to model the changes in traffic flow that will occur.
- The aim of the strategic objective for transport on local plan is to reduce the impact of traffic on the national park. This application is totally contrary to that: it will take traffic off the A31 and put it onto local roads. No sustainable transport in it whatsoever; there should be provision for alternative transport.
- Many policies have been broken (see below for details)
- Error about current access (see below), that is also reproduced in the Parish Briefing notes

Details

- No traffic modelling for traffic turning right from the proposed entrance into Lyndhurst Road and through the village (this fails **The National Planning Policy Framework**)
- **SP54**: "Further development of the strategic transport network will only be supported where it is an integral part of a longer-term strategy to address traffic congestion on the A31, or where alternative solutions including potential traffic demand management measures have been explored and are not feasible or appropriate". Alternative traffic management is available – no right turn down Lyndhurst Road – but it has not been explored.
- **SP55**: Access, promoting safer travel and sustainable transport networks within and around the protected landscape. Minstead's roads will be less safe and less user friendly: The A31 exit and entrance maybe safer (although this is perceived rather than real as there have been no accidents associated with the current exit and entrance); Minstead village's roads will be less safe.
- **SP1**: The National Park Authority will support sustainable development proposals that will conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park and its special qualities" 3) does not enhance the landscape (4) does impact on the integrity of the protected habitats of the New Forest.
- **DP2 (f)** "Development would not result in unacceptable adverse impacts associated with traffic or pollution (air, soil, water, noise and light)" It will increase traffic and pollution through Minstead village.
- **SP6**: Impact on SSSIs
- **SP7: (b)** Adverse impact on landscape character
- **SP15**: Adverse impact on tranquillity
- **SP16**: Impact on heritage assets
- **SP17**: Impact on local distinctiveness
- **DP18 (a)** It does not enhance the built and historic environment of the New Forest (b) Minstead will be a less safe environment (Minstead roads made more dangerous), (e) It does not enhance the valued components of the landscape

Further considerations

- SSEN have NOT consulted with Minstead Parish in any meaningful way, and certainly not with the parishioners, despite being advised to in pre-application. SSE had a meeting with 2 members of Minstead PC, but this was an information giving meeting after the decision had been made, not a consultation. The 2 councillors suggested SSE run a consultation with parishioners in the village hall: they were ignored and no consultation took place.

- There is a factual error in the transport statement 4.5 Vehicle Exit 5th bullet – 'A right-turn lane at the new link road / Lyndhurst Road junction would allow non-HGV traffic to turn right towards Minstead village and beyond to maintain The Lodge's accessibility and that of Site staff and visitors. The junction layout, including weight and width restriction signs would physically prevent or prohibit HGV site traffic from turning right.'

  Site staff and visitors do not currently have this access and so it cannot be maintained. Only the Lodge have the ability to access Lyndhurst Road. Unfortunately, this error is replicated in the Parish Briefing note under 'Proposed Access' this implies that the officer has failed to recognise the clear impact this proposal has on traffic through the village.

- Width restrictions on Lyndhurst Road: if HGVs turn left onto Lyndhurst Road, are they breaking width and weight restrictions?

  The traffic in Minstead is already very bad: every time there is congestion on the A31, sat nav diversions cause the village to become a rat run, resulting in congestion and gridlock. This has caused extensive damage to the SSSI verges, and endangers livestock, cyclists, horse riders and pedestrians. It has got so bad that Minstead Parish Council recently set up a Roads sub-committee that is trying to deal with the problems of huge volumes of traffic going through the village. The PC is currently engaged with HCC, FE, NPA, the Verderers and the CDA in an attempt to improve the situation in Minstead and across the Forest. This proposal will make the traffic problem even worse.

26/00867FULL The Cottage, Toms Lane Corner, Stoney Cross Plain Road, Minstead, Lyndhurst SO43 7GF
Swimming pool
Response: 5 We are happy to accept the decision reached by the National Park Authority's officers under their delegated powers.
Comments: None

Trees
None
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.

124/26 Finance

- Payments for approval
  - Clerk mileage September £2.97
  - Pure Drainage invoice £250.00 + £50 VAT
  - Clerk spine point rectification £467.42
  - Churchyard maintenance grant All Saints Church, Minstead £500
- Invoices / Grant applications /Quotes circulated 29/08/2026
  - Pure Drainage invoice for additional pipework 02134
  - Grant application from the Parish of Lyndhurst and Emery Down and Minstead

Minstead Parish Council

29 September 2026 (2026-2027)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
62	Audit & Professional Fees	01/09/2026		Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
61	Communications (Phone,	21/09/2026		Current		Payment - Ionos Cloud	Ionos Cloud Ltd	S	-6.00	-1.20	-7.20
63	Admin (Stationery, Printer,	28/09/2026		Current		Payment - HP Instant Ink	Hewlett Packard	S	-3.74	-0.75	-4.49
60	Audit & Professional Fees	28/09/2026		Current		Payment - Bank charges	Lloyds Bank plc	X	-4.25		-4.25
64	Staff Costs	28/09/2026		Current		Payment - Staff net	Clerk and Lengthsman	X	-610.78		-610.78
65	Staff Expenses & Training	28/09/2026		Current		Payment - Clerk working	Clerk and Lengthsman	X	-20.00		-20.00
68	Staff Costs	05/10/2026	123/26	Current		Payment - Clerk salary	Clerk and Lengthsman	X	-467.42		-467.42
66	Staff Expenses & Training	05/10/2026	123/26	Current	September	Payment - Clerk mileage	Clerk and Lengthsman	X	-2.97		-2.97
69	S.137	05/10/2026	123/26	Current		Payment - Church Yard	Minstead Church	X	-500.00		-500.00
67	Open Spaces	05/10/2026	123/26	Current		Payment - Cricket Pavilion	Pure Drainage	S	-250.00	-50.00	-300.00
							Total		**-1,877.16**	**-54.35**	**-1,931.51**

Signed Chair …….. Date: 2nd November 2026

Minstead Parish Council

29 September 2026 (2026-2027)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
69	S.137	05/10/2026	123/26	Current		Church Yard Upkeep	Minstead Church	X	500.00		500.00
68	Staff Costs	05/10/2026	123/26	Current		Clerk salary	Clerk and Lengthsman	X	467.42		467.42
66	Staff Expenses & Training	05/10/2026	123/26	Current	September	Clerk mileage	Clerk and Lengthsman	X	2.97		2.97
67	Open Spaces	05/10/2026	123/26	Current		Cricket Pavilion workd	Pure Drainage	S	250.00	50.00	300.00
							Total		**1,220.39**	**50.00**	**1,270.39**

Prepared by: Diana O'Grady, Clerk and RFO Date: 2026.09.29

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Signed Chair …….. Date: 2nd November 2026

29 September 2026 (2026-2027)

Minstead Parish Council
RECONCILIATION - Current 29-09-2026

From Accounts	£21,162.48
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£21,162.48**

I confirm that the amount shown above agrees with that on the Lloyds bank statement of 29th September 2026.

Signature ..... Date .....

Signature..... Date .....

Minstead Parish Council

29 September 2026 (2026-2027)

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
Payments															
Staff Costs	10,000.00	1,174.80	610.78	708.67	1,241.00	610.78	610.78	467.42						5,424.23	4,575.77
Staff Expenses &	577.00	689.06	519.86	24.68	22.61	22.43	20.00	2.97						1,301.61	-724.61
Subscriptions &	500.00		356.00											356.00	144.00
Insurance	1,200.00	1,112.83												1,112.83	87.17
Utilities															
Communications	400.00	6.00	6.00	6.00	6.00	6.00	6.00							36.00	364.00
Admin (Stationery,	400.00	3.74	595.74	7.49	3.74	3.74	3.74							618.19	-218.19
Audit & Professional	995.00	16.25	16.25	166.25	16.25	226.25	16.25							457.50	537.50
Elections	100.00														100.00
S.137	1,585.00				1,750.00									1,750.00	-165.00
Loan Repayment															
Open Spaces	1,200.00			1,790.00		3,500.00		250.00						5,540.00	-4,340.00
General Reserves	8,350.00														8,350.00
Cricket Pavilion															
Other/Miscelleanous	430.00	12.70												12.70	417.30
Receipts															
Precept															
Grants/Donations															
Bank Interest															
VAT Refund															
Other Income															

Signed Chair ..... Date: 2nd November 2026

125/26 Future Meeting

The next ordinary meeting of Minstead Parish Council will be held on Monday 2nd November 2026.

Meeting closed 22:20

Signed Chair …….. Date: 2nd November 2026