

Ordinary Meeting of Minstead Parish Council
The Surgery, Minstead Village Hall
Monday 4 November 2013 at 19.30

Present: Cllrs W Andrews (Chair), H Bennett, M Bridle, S Cattell, A Ferguson, P Glover, R Taylor.

In attendance: Cllr Mrs Andrews (NFDC), Cllr Keith Mans (HCC), Ms Lexa Hilliard, Mr Steve Sands, Mr T Whitely, Mr William Dibben, Mrs Mary Dibben, Mrs Sue Nicholson, Mr Tim Nicholson.

1. Apologies for Absence

PC Rob Morant, PCSO Lisa Quinn

2. Declarations of Interests

None

3. Public Participation Period

Ms Hilliard spoke in response to Council's comments on her planning application (13/98712): (a) she did not know that planning permission was required (b) building is not intended as accommodation (c) it is no higher than previous building (d) it borders a field and does not overlook neighbours – windows are for light, not for looking out of since not a dwelling.

The builder (Tom Whitely) stated that footprint is no greater than previous building.

Mrs Dibben stated that (a) the 'field' is their garden (b) quantity of earth removed may indicate that building is larger footprint than previous building and/or has considerable and deep foundations (c) it is very close to pine tree and such deep foundations may have interfered with its rootplate (d) there used to be many bats in that area yet no Ecologist Report was done (e) the proper application process was not followed before demolition and re-construction commenced.

Ms Hilliard and Mr & Mrs Dibben all agreed that, in the event that NPA approve this structure, opaque glass in windows overlooking Dibben's land could be acceptable.

Mr Nicholson explained his application for tree work.

[Ms Hilliard, Mr Sands, Mr Whitely, Mr & Mrs Nicholson left meeting at 19.50]

4. To confirm the Minutes of the Ordinary Meeting held on 7 October 2013

These were agreed by all and signed.

5. Matters Arising

- Registration of interests under new Standards Regime: Clerk will submit documents to NFDC. **Closed**
- Possible application for Listed Building status of Malwood Cricket Pavilion: Cllr Glover continuing with research. Established that it was there in 1923. **Ongoing**

6. Matters Ongoing

- Travellers – measures suggested to prevent illegal camping on Glebe land: No further contact made by owners. **Closed**
- Appraisal for Lengthsman: Now completed and filed. **Closed**
- Potholes/eroded edges on roads: Richard Bastow has said that filling of edge ruts with hoggin is scheduled. Council expressed concerns over coordination of jobs to be done – edges, re-surfacing and white lining. Cllr Mans to ask Richard Bastow if there is a coherent plan. **Ongoing**
- Bridleway 10 Phase 2: Cllrs W Andrews and Cattell attended site meeting with Mr J Cartwright (HCC). HCC now appear reluctant to resurface a section, despite assurances last year that they would do so. Mr Cartwright asked for ball-park figure on cost of the work, which Cllr Bridle has supplied. **Ongoing**
- Clearance of vegetation encroaching road at Malwood and of brambles on Top Green: Both jobs on Forestry Commission schedule for winter 2013/14. **Ongoing**
- Traffic through London Minstead: No further contact made by residents about this. **Closed**
- Church Close roadside fencing to protect hedge – possible grant: Received £250 grant from Cllr Mans and £250 from NFVHA. **Closed**

- List of properties in Minstead: Cllr Taylor has printed copy of spreadsheet and put it with *Items to Read* for Cllrs to complete. **Close until completed**
- Drainage – mapping to show where standing water on roads; problems outside village shop: Cllr Cattell now has maps (sets for Bert Gailor and Cllr Taylor). **Ongoing**
Problems outside shop have ceased. **Closed**
- Proposed cycle racks on NFDC land behind village notice board: Invoice received for 4 cycle racks. Goods will be dispatched on payment. **Ongoing**
- *Freedom of Information Policy*: Model documents circulated. Cllr Bennett and Clerk to work on these and try to have *Minstead FOI Policy* documents ready by December to put on new website. **Ongoing**
- Housing for village clock: In hand. **Closed**
- Parking problems around Trusty Servant: General feeling that fewer problems now. PC Morant is putting notices on cars when parked inappropriately. **Ongoing**

7. Report from Police/Community Support Officer

Not present

8. Reports from County and/or District Councillor

Cllr K Mans (HCC):

- Budget round in progress – council tax likely to remain same so seeking savings; probably further redundancies.
- Residential home issue: HCC still runs nursing homes plus care homes that are now out of date. Plans are to build Extra Care (assisted living) accommodation to replace care homes. Consultation on future of Cranleigh Paddock ongoing.
- Moving slowly with Broadband. Subscribers will have range of options for price and speed.

Cllr Mans was unable to say whether the conduit laid approximately twelve years ago through the village would be used for the new fibre optic cable.

Cllr Taylor showed to Cllr Mans the cycling petition requesting practical cycle routes for local people. Since application for Cllr Mans' grant for repairs to Village Hall roof has been acknowledged but nothing further received, Clerk to contact Keith Chapman cc Cllr Mans.

Cllr Mrs Andrews

- Asked for confirmation from Council that no objections to Experimental One-Way Traffic Order 2012 (Running Hill Road) becoming permanent – all agreed.
- NFDC struggling to award grants with reduced budget.

Cllr Cattell asked Cllr Mrs Andrews to contact Colin Read (NFDC) to arrange clearance of the ditch that drains the Village Green into the Glebe Land waterway.

[Cllr Mans and Cllr Mrs Andrews left meeting at 20.38]

9. Website for Minstead Village

This is under construction. Chairman hopes that Mr Barriball will be able to bring completed website to December meeting. Council members will then be able to explore it offline and comment.

10. Improving drainage of Church Footpath

Grant awarded (£1840) from HCC Small Grant Scheme but not yet received. Clerk to check with HCC that work can start.

11. Review of Polling Districts & Polling Places

Information on this had been previously circulated. Agreed no objections to existing arrangements. (No action required.)

12. Report from Friday Surgeries

Frustration at lack of information during recent power cuts. Cllr Andrews to contact Manager at Malwood SSE to get information to disseminate.

13. Lengthsman – report on progress of work

Work done during October:

- Weeded around War Memorial plus another visit to prepare for Remembrance Sunday.
- Patrolled through Minstead. Noted:
 - a) flooding top of Lyndhurst Road appears now to be very little.
 - b) Church footpath has also improved so far and remains fairly dry - only surface wet following rain. This may also be attributed to the adjacent field having had some drainage work carried out and reduced the water table height.
 - c) It appears the water accumulation running down from Furzy Gardens now flows down drain; just have to empty leaves from drain itself.

14. Planning**NPA Decisions**

98875 Manor Park Offices, Park Farm. Mr Henderson. Extension to offices.

Grant

Application Withdrawn

98641 Belwood Cottage, Emery Down. Single storey extension; one and two storey extension; linked double garage with games room over; demolition of existing garages.

New Planning Applications

98744 Minstead Study Centre. HCC. Construction of wood store; installation of wood stove with flue.

Comment: No 5. Is NPA aware that this proposed building is overlooked by Manor Farm?

98869 The Splash. Mr Arkle. Demolish garage and erect new garage plus detached car port. **Comment: No 5.**

98925 Blackwater House. Dr Threlfall. Additional first floor accommodation and extension to existing outbuilding; new outbuilding. **Comment: No 4 because we do not see need for 1st floor level accommodation over garage that could so easily be converted to habitable accommodation. Re additional New outbuilding: we do not see need for additional office/store.**

98712 Thatched Cottage, Emery Down. Mrs Hilliard. Retention of replacement outbuilding - **Amended plans. Comment: previous comment from Parish Council stands.**

[Mr & Mrs Dibben left meeting at 21.12]

Trees

There were no objections to any of the following applications:

CONS/13/0812 Stoney Cross Lodge. Fell turkey oak.

CONS/13/0824 Woodley House. Fell diseased willows.

CONS/13/0882 Dunbridge Cottage. Crown lift 1 ash; remove stems overhanging road of 1 goat willow.

R14/15/13/0920 Brambletye, Emery Down. Remove damaged branches. [For information only]

15. Correspondence

E-mail correspondence previously circulated:

- Jubilee Sailing Trust: request for grant. **Sorry but 'No'**.
- New Forest Association: re concerns that commercial recreation (Wiggle Cycle event) took priority over pony drift.
- NFALC: Standing for election in the UK - Consultation paper – response from Ringwood Town Council.
- NALC: request for responses to survey on changes to council tax system. **Agreed to postpone response to next meeting when more information available.**
- NALC: Nomination form for 3 Directly Elected members of Smaller Councils' Committee 2014. **No nominations from Minstead.**
- NFDC: Notification that Experimental One-Way Traffic Order 2012 (Running Hill Road) will be made permanent unless objections received by 12 November. **[Cllr Mrs Andrews dealt with this - item 8 above.]**

- Dogs Trust: request for venue/event in the community to carry out free Microchipping for dogs. **Cllr Ferguson to reply with suggestion that NFDOG could coordinate this.**

To Read:

- *Clerks & Councils Direct* (November 2013)
- *Local Councils Update* (November 2013)

16. Budget 2014-2015

A draft budget had been circulated in advance of the meeting. It was proposed by Cllr Cattell, seconded by Cllr Glover and agreed that the draft budget be approved and Precept set at £9,500. The budget was signed by the Chairman.

17. Receipts and Payments

- Receipts & Payments for October 2013:

	£	£	£
Bank Balance as at 31.10.2013			12,812.30
Receipts:			
HCC: Cllr Grant from Cllr Mans (for fencing in Church Lane)			250.00
NFVHA: 50% cost of fencing in Church Lane			250.00
Accounts to Pay:			
ESE Direct Ltd: 4 x Bicycle stand		205.68	
HALC: Clerks Update 14 Oct 2013		18.00	
NF Citizens Advice Bureau: grant		50.00	
Mr S Short: Lengthsman salary for October		78.89	
Mrs P Osborne:			
Clerk salary for October	306.25		
Mileage 76m @ £0.65 + parking £1.40	50.80		
Tel	0.60		
Stamps (12x2nd class)	6.00		
Home-working allowance	18.00		
TOTAL	381.65	381.65	

Proposed for payment by Cllr Ferguson, seconded by Cllr Taylor and agreed.

18. Reports from Parish Representatives

- Cllr Bennett had attended HALC AGM.
- Cllr Glover will raise issue of road repairs at Consultative Panel meeting later this week.

19. Items raised by Councillors

- Cllr Taylor – should he send in cycling petition? Yes, all agreed.
- Cllr Bridle queried position re occupation of outbuilding at Manor Farm Cottage. He was told it is now included in Enforcement list as ‘acknowledged’ by Enforcement Officer.
- Cllr Glover noted clearance needed around culvert at bottom of Running Hill: Agreed that Lengthsman be asked to clear brambles and overgrown verge now and paint railings in Spring.
- Cllr Bennett re road accidents involving animals – agreed to publicise in Minstead Mail + Weekly eNews the need to be aware and drive slowly.
- Cllr Ferguson requested photo of each Cllr and Clerk for new website.

20. Date of next Ordinary meeting: Monday 2 December 2013 at 19.30

Meeting closed at 21.50