

### Ordinary Meeting of Minstead Parish Council

The Surgery, Minstead Village Hall

Monday 2 February 2015 at 19.30

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

**In attendance:** Cllr Mrs Andrews (NFDC), P Osborne (Clerk), Ms D Wakely, Mr S Barriball.

#### 1. Public Participation Period

Mr Barriball briefly outlined his planning application (15/00005) and said that there had been no objections from neighbours.

[Mr Barriball left meeting at 19.39.]

#### 2. Apologies for Absence

Cllr A Ferguson (on holiday)

#### 3. Declarations of Interests

None

#### 4. To confirm the Minutes of the Ordinary Meeting held on 5 January 2015

These were agreed and signed.

#### 5. Matters Arising

- Response by NFALC members to Minstead's *Proposal for Strategic Cycle Network* [Item 10]: Cllr Taylor reported that NFALC approved unanimously. He has subsequently spoken to NFNPA and Sustrans and received support from both. He has contacted the Verderders who will issue a response following their meeting on 18/2/15. He is currently looking to elicit support from HCC councillors. He has offered to speak at a NFNPA meeting. The proposal will be discussed at a meeting between HCC and NFNPA officers later this week. **Ongoing**

#### 6. Ongoing

- Controlling vehicular entry to Glebe Field: Current position is that Council is still waiting to hear from owners about any planning permission requirement before considering financial support. Council's view is that a barrier would be more practical than removable/lowerable bollards. There are currently three entrances, one of which could be closed off. Cllr Bennett to contact Mrs Bakewell to suggest a barrier (as at Castle Malwood Farm) and to advise that owners should find out position re planning. **Ongoing**
- Parish Council trees - necessary work: still waiting for quote. **Ongoing**
- Footpath 5 – Final accounts and inspection by HCC: Accounts sent to Mr Cartwright (HCC Access Team) and waiting for him to inspect. **Closed**
- Bridleway 15 – consideration of grant for improvements: Item closed pending funds availability from HCC. **Closed**
- Bridleway 10 Phase 2: Item closed pending funds availability from HCC. **Closed**
- Parking for Trusty Servant customers: No complaints received for three months. Landlords seem prepared to speak to customers who leave vehicles in dangerous positions. **Closed**
- Possible defibrillator in Minstead: Still researching. **Ongoing**
- Spoil from new ditch along Lyndhurst Rd (above Old Court House): Lengsthman has removed fallen spoil and cleared the blocked culvert. **Closed**
- Eroded edges on roads: Still no response from HCC Highways. Chairman to contact Cllr K Mans. **Ongoing**
- Drainage – mapping to show culverts and where standing water on roads: Culvert is blocked at gateway to Muffins so water is flowing across road. Clerk to write to householder of Muffins,

requesting that culvert be cleared. Cllr Andrews said that, ideally, he would like the map to show the ditches and culverts for which householders are responsible.

**Ongoing**

## 7. Reports from County and/or District Councillor

Cllr Mrs Andrews (NFDC) reported:

- Councillors will be busy concluding their work on all Task and Finish Groups before the coming election. The newly elected councillors will be in place ready for business on 11th May, this due to the hard work of the present leader Barry Rickman and his cabinet members.
- Child Poverty Task Group will meet twice this month in the hope of making a significant breakthrough.
- The Task and Finish Group looking into the problem of homeless men over 25 years of age hope to come to a conclusion this month.
- Noise reduction resurfacing of the M27 will take place in both directions between Junction 1 (Cadnam) and the bridge over Newbridge road at a cost of £3million during 2015/16.

In response to question about possibility of designated disabled parking at All Saints church, Cllr Mrs Andrews will find out about feasibility and cost of one Disabled Parking space. Since the parking area outside the church is currently restricted by two large vans parked there at weekends and evenings, Chairman will speak informally to one of the Directors of NfVHA about the problems caused by these vans to those attending the church.

## 8. Report from Lengthsman

- Bus Shelter at Hall: Roofing felt has been dislodged due to age of felt and strong wind – the felt now battened down as a temporary measure. Wooden roofing slats are rotten in places and need replacing. Lower right hand corner of bus shelter has been struck by a car entering hall car park so need to replace broken upright and reaffix slats. Repair work, including renewing roofing felt, to be carried out when weather is warmer.
- Grit Bins: All checked and all full except one on C17 (by post box) which is empty. Contents loosened in all full bins. Two bins (at Church and Shave Wood Car Park ) have damaged lid hinges.
- Ditch on Lyndhurst Road above The Old Court House: Ditch culvert unblocked and fallen spoil in ditch removed.

Re grit bins: Cllr Taylor has contacted Mr Bastow (HCC Highways); he was told that the two bins not on the refill map are now on the salting route map and will soon be on the refill map - the order to refill them has been issued. Clerk to report online two damaged grit bins.

## 9. Report from Councillors' Surgeries

Nothing significant has been raised.

## 10. Reports from Parish Representatives

- NFALC: Cllr Taylor had previously circulated a report on last NFALC meeting.
- NE Quadrant meeting: Cllr Taylor had previously circulated a report on the last NE Quadrant meeting.
- PCC: Lack of parking at the church is causing problems [see Item 7 above]. A smart screen has been purchased for use in church.
- Village Hall Committee: Last meeting was inquorate so did not take place.

## 11. Planning

### NPA Decisions

**14/00969** Muffins. Garden shed.

**Grant**

### New Planning Applications

**15/00005** Woodside. Two-storey extension – use of render and clear glazing to side windows on upper floor. **Comment: No 3 because no objections from neighbours and rendering matches existing house.**

**Trees**

- CONS/15/0012** Castle Malwood Lodge. Various tree works shown on plan. **Comment: No objections**
- CONS/15/0099** All Saints churchyard. Prune 2 x yew. **Comment: the application does not follow guidance given by Minstead PC’s Honorary Tree Officer, Geoff Green. We suggest this guidance be referred to and Mr Green be consulted.** [Post meeting note: Mr Gruber, NFNPA Tree Officer, said that in fact he met with Mr Green on site and they had agreed on appropriate work.]
- SFLA/15/0088** Streamline Felling. **Comment: No objections.**

**12. Correspondence**

E-mail correspondence previously circulated was noted:

- HCC: Customer Survey from HCC Environmental Services (submit by 23 January).
- HALC: LCR survey on increase in precepts.
- HCC: Notification of removal of layby on A337 at Brockishill - Layby will be reinstated with hoggin, and then naturally vegetate over. Verge markers will be provided. **[Work completed]**
- HALC: Details of HCC’s proposed pilot scheme focused on understanding and addressing social isolation among older people in rural locations.
- HCC: Inviting comments (by 31 March) on the draft *Hampshire Countryside Access Plan 2015-2025*. **Cllr Taylor has circulated draft response. Clerk to submit final version.**

**Other correspondence:**

- New Forest Disability: re new initiative for New Forest Advice network - Rural Outreach; request for local knowledge on needs and how to engage with people. **Clerk to refer them to Village Website.**

**To Read:**

- *Clerks & Councils Direct* (January 2015)
- *Local Councils Update* (Jan/Feb 2015)

**13. Finance**

- Receipts & Payments for January 2014:

		£	£
<b>Bank Balance at 30.01.2015</b>			<b>12,277.06</b>
<b>Standing Order payments for January:</b>			
Salaries and expenses		390.88	
<b>Cheques to pay:</b>			
Brockenhurst College: Printing Minstead Mail x 300		75.00	
Minstead Village Shop: Electricity for Christmas lights		60.00	
<b>Total payments for January</b>			<b>525.88</b>
<b>Balance after payments</b>			<b>11,751.18</b>

Proposed for payment by Cllr Andrews, seconded by Cllr Cattell and agreed.

- Donation to All Saints PCC for churchyard maintenance: Donation of £300 was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed.

**14. Review of Council Regulatory Documents**

Clerk suggested the following adjustment to *Standing Orders* to avoid duplication of statements in *Financial Regulations*: Section 18 to state ‘*Accounts and Accounting procedures must be adhered to as stated in the council’s Financial Regulations*’; Section 19 to state ‘*Financial controls and procurement procedures must be adhered to as stated in the council’s Financial Regulations*’.

There are new *Financial Regulations*, based on NALC 2014 updated model.

It was agreed that **all** Minstead Parish Council’s Regulatory Documents be adopted by resolution in March.

*Trees Inspection and Risk Assessment* is undertaken in the Autumn along with *Inspection of Structures*.

**15. Annual Parish Assembly (Wednesday 18 March 2015 at 19.30)**

PC Morant has agreed to speak on *Hampshire Alert*. Clerk to order bread & cheese (<£25) for afterwards and Cllr Cattell to arrange for bar to be open.

**16. Matters raised by Councillors**

- Thanks expressed to Cllr Bridle for laying slab outside gate to Village Shop.
- Broadband cable on poles to Study Centre which is vulnerable to hedge cutting and recently was cut - could it be buried or inside Study Centre property? Clerk to write to owner/provider of cable advising of our concern and evidence.
- Water outside field gate in Seamans Lane near Pragnalls: Cllr Cattell to speak to householder.
- A storm drain below Hazel Hill Cottage in London Minstead is discharging water down road which is dangerous when it freezes: Cllr Taylor has reported this online to HCC. He will check the current physical situation and report back to Cllr Cattell so it can be included in discussions with Rob Millar (HCC).
- Bridleway 13 (by Grove Chase) – complaint from resident that vehicles are being driven on grass to avoid potholes: This is Manor land but whose responsibility? To discuss with Mr Cartwright when he comes to inspect Footpath 5.
- Broadband – should people be encouraged to register with Brand New Forest Broadband Development Group (BNFBDG)? Yes. There is a meeting on 15 February to discuss Minstead's response to BNFBDG.

**17. Date of next Ordinary Meeting: Monday 2 March 2015 at 19.30**

Meeting closed at 20.55