

Ordinary Meeting of Minstead Parish Council
The Surgery, Minstead Village Hall
Monday 4 January 2016 at 19.30

Present: S Cattell (Chair), Cllr H Bennett, A Ferguson, G Hough, R Taylor, D Wakelin.

In attendance: P Osborne (Clerk), Cllr K Mans (HCC), Mr M Bridle.

1. Apologies for Absence

Cllr W Andrews, Cllr Mrs Andrews (NFDC).

2. Public Participation Period

None

3. Declarations of Interests

None

4. To confirm the Minutes of the Ordinary Meeting held on 7 December 2015

These had been previously circulated. They were agreed and signed.

5. Matters Arising

- Snow ploughing: Bramshaw Parish Council has decided not to call on the services of Minstead's contractor to clear the roads of Bramshaw should it snow this year. In consultation with Mark Bridle, Cllr Cattell proposed the rate £32/h for snow ploughing in Minstead this winter; this was seconded by Cllr Bennett and agreed by all, including Mr Bridle. **Closed**
- Blackwater Road - overgrown vegetation and missing dragons' teeth: Cllr Cattell reported that he had spoken with Rob Millar (HCC Highways) who had been in contact with Mr Stride and will meet with him. **Ongoing**

6. Items Ongoing

- Restoration work to Bridleway 13: The second letter sent to residents suggesting that they meet to decide how the parish council should proceed had elicited just one email and one phone call in response, these expressing opposing views and with no suggestion of discussion between the residents. It was agreed that the Chairman should write again pointing out that in proposing restoration work, the parish council was responding to a request from a resident and emphasising that the council now needs an informed decision on the matter from the residents. **Ongoing**
- Replacement of gates and posts at both ends of Bull Lane footpath: This is becoming urgent and Cllr Taylor offered to do interim emergency work. It is hoped to get funding from *Small Grant Scheme* and Cllr Mans promised to fund up to half the cost from his Councillor Devolved Budget. No response as yet from Cllr Arnold re eligibility for *Higher Level Stewardship Fund (HLSF)*. Clerk to chase this and ask also if HLSF could be used for restoration of verges with protected status i.e. Bridleway 13. Cllr Taylor to raise the matter of HLSF at next NE Quadrant meeting. **Ongoing**
- Telephone box at Newtown: Lengthsman has this in hand - but not urgent. **Closed**
- Eroded edges on roads: Response received from Councillor Seán Woodward (HCC Executive Member for Economy, Transport and Environment) stating that it is hoped to implement a plan for maintenance work across the Forest in 2016/7. Cllr Taylor will draft response. **Ongoing**

7. Reports from County and/or District Councillor

Cllr Mans (HCC) reported:

- the Government grant is significantly less than was expected so HCC is looking at how to manage - local authorities (including HCC) may increase council tax to cover social services.
- there is a meeting coming up to discuss proposed boundary changes.

[Cllr Mans left meeting at 20.10]

8. Report from Lengthsman

Mr Short reported (by email) that he had done a patrol but rain, illness and Christmas holiday had prevented him doing more.

9. Report from Councillors' Surgeries

Nothing to report.

10. Reports from Parish Representatives

- Police: PC Andy White is retiring on 5 January; there is no direct replacement for him so PCSO Dan Carlin will handle parish issues that do not require a 101/999 call. PC Jason Eastwood (who currently covers the Brockenhurst and Beaulieu areas) will assist if a PC is required. The next Beat Surgery (6 January) is cancelled.
- Police and Crime Commissioner Precept Survey: Cllr Bennett to respond for Council (agree with increase Precept 1.9% but should maintain neighbourhood policing; no referendum).
- Minstead Mail: contributions welcome.
- NE Quadrant: meeting here 9 February. Two matters to raise: eroded road edges; what can parishes get from HLSF.
- Consultancy Panel: now only 4 meetings per year.
- PCC: December meeting - Vote of thanks to Cllr Steve Cattell for his useful attendance at previous PCC meetings. Considerable discussion around removal of some pews, installation of a cupboard to contain the TV (and double as an altar), replacement of the shelf for handing out hymn books and service sheets etc, and creation/use of available space. Outcome was leave pews and shelf as is for the time being, commission a TV cupboard and see how that goes with a view to introducing congregation to the idea. Unfortunately the TV does not seem to be "smart" (ie not internet and wifi enabled) so there will have to be wiring, connecting cables etc and provision for a laptop/media source stand. Request from Minstead Training Trust to use church for a performance for a fundraising concert by "The Madding Crowd" in aid of MTT - agreed to suggest at October's Harvest Celebration and see whether they might provide music/songs for that service beforehand. PCC Secretary going on a Data protection training course since parishioners' data may be handled on new PCC Laptop. Health & Safety member needs to install Emergency Exit and Fire Extinguisher signs – should/could these be illuminated? Does the circuit breaker installation need bringing up to latest standard? Next PCC meeting is 2nd March 2016.

11. Planning

NPA Decisions

15/00732 Castle Malwood Lodge. Retention of lamp post + addition of lantern. **Grant**

Decision Awaited

15/00774 Little Thatch. One and two storey extensions. **Amended plans received 03.11.2015.**

15/00937 Cosy Hollow. Application to vary condition 1 of planning permission 11/96120.

New Planning Applications

15/00902 Fylingdale. Replacement outbuilding; detached 2 bay garage and carport. **Comment No 1. Not visible from road and next door neighbour has no objection.**

15/00942 Foxs Hill, Peartree Lane. Agricultural building; hardstanding. **Comment No 1.**

Trees

CONS/15/1297 Heath House. Prune group of 60 x Leylandii trees. **No objections**

[Mr Bridle left meeting at 20.33]

Re 15/00592 Hunters Brook. Work has started but PC has not been sent proposals for meeting conditions 9, 11, 12. [See Minutes 2015 November item 11.] **Clerk to write to Steve Avery.**

12. Correspondence

E-mail correspondence previously circulated:

- NFDC: Invitation to join litter blitz 4th- 6th March in preparation for Queen's 90th birthday. **Agreed to take part.**

To Read:

- New Forest Dementia Newsletter (Autumn/Winter 2015)

13. Finance

- Receipts & Payments for December 2015:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31.11.2015			14,731.50
Receipts:			
Standing Order payments			
Salaries and expenses	427.87		
Cheques to pay:			
P Osborne: Admin expenses for Oct, Nov, Dec	22.56	2.79	
HMRC: PAYE (3 rd quarter)	307.40		
Total payments for December	757.83	2.79	760.62
Balance after payments			13,970.88

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

- The Clerk had previously circulated the Budget Report for 3rd Quarter. There were no queries.

14. Audit Procurement

HALC has circulated initial information regarding changes in audit procurement from 2017 but the situation is not clear. From 1 April 2017 smaller councils (annual turnover <£25K) will be exempt from having to submit an Annual Financial Return but will need to appoint an Auditor in case there are questions from electors to be resolved. The Sector Lead Body (SLB) will appoint an Auditor for the council unless the council opts out of the Scheme before 31 March. A council that opts out can appoint its own Auditor. More information should be available soon and this council hopes to be able to make an informed decision at February meeting regarding an Auditor. On current information council was in favour of retaining an annual audit with our own auditor if possible.

15. Defibrillator in Minstead

Cllr Bennett will order machine (as agreed Minutes 2015 October item 15) and make necessary arrangements for its siting outside The Trusty Servant.

16. Matters raised by Councillors

- Storm drain blocked towards Suturs Cottage: Cllr Taylor has reported this online.
- Flooding across Football Green outside Woodley House (not from ditches around the property which have been kept cleared): This problem with the drain at Football Green had been reported to Forestry Commission in August. Clerk to ask FC for progress report. Cllr Cattell will also speak to Rob Millar.
- Fence being pushed inwards at The Old Cottage: It was suggested householder might possibly place stones on verge to prevent parking.

17. Date of next Ordinary Meeting: 1 February 2016 at 19.30

Meeting closed 21.14