

**Ordinary Meeting of Minstead Parish Council**

Danby Room, Minstead Village Hall

**Monday 4 July at 19.30**

**Present:** Cllrs W Andrews (Chair), H Bennett, S Cattell, A Ferguson, R Taylor, Cllr Mrs Andrews (NFDC), Cllr K Mans (HCC), Mrs P Osborne (Clerk).

**1. Apologies for Absence**

Cllrs G Hough, D Wakelin.

**2. Public Participation Period**

None

**3. Declarations of Interests**

None

**4. To confirm the Minutes of the Ordinary Meeting held on 6 June 2016**

These had been previously published and were agreed and signed.

**5. Matters Arising**

- Finger post to Church [Item 17]: Cllr Cattell has inspected it and will rub it down so that lettering is clear again. **Ongoing**
- New fence on Bull Lane [Item 18]: Fencing now moved back to property boundary. **Closed**
- Overgrown hedge at North Lodge, London Minstead [Item 18] and dragons teeth: Hedge has now been cut back and Estate Agent informed that more work is needed to the top. Concern remains about possible safety implications of dragons teeth (opposite North entrance to Minstead Lodge). Cllr Mans to ask Bob Brown (HCC Highways) to look at them. **Ongoing**

**6. Items Ongoing**

- Volunteers for Speedwatch: PCSO Williams has 3 volunteers and is keen to restart Speedwatch. Hythe & Dibden PC have no volunteers so have no interest in our equipment. **Closed**
- Volunteers for First Responders: No one is willing to cover whole area rather than only Minstead. **Closed**
- Muddy section on Footpath 9: No progress. **Ongoing**
- Eroded edges on roads: Update on situation from Sarah Kelly (NPA) following a meeting with Highways had been circulated. The long-promised Highways document *The New Forest Maintenance Plan and Specification for Routine Highway Operations* is still not finalised - Cllr Mans will pursue this. Cllr Taylor is writing to Lyndhurst/Minstead Joint Working Party for Traffic Problems to suggest that eroded edges be included in their remit. **Ongoing**
- Bridleway 13: Cllr Taylor telephoned Natural England re protection of grass triangle bordering C17 and was told that either dragons teeth or bank/ditch were acceptable. He will follow up. However, Bridleway protection is limited to 1.8m width which is not sufficient for vehicular access to Grove Chase field at top. PC will cut overgrown hedge to outside ditch line. This will require flail cutter – Clerk to get quotes for this work. **Ongoing**

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

Cllr K Mans (HCC) reported that costs of the two Devolution proposals are being considered. With 45% cut to Central Council grant, budgets are already cut to the bone. On Broadband, an extra £0.25m has been spent moving cabinets off grazing land at request of Verderers. Higher Level Stewardship Scheme will be affected by Brexit.

Cllr Mans invited applications for his Devolved Budget that must be spent before February 2017.

In response to a question on the likely effect of Brexit on civil service (that will have no time left for ordinary business) he said it will affect central government but not HCC or NFDC.

Cllr Mrs Andrews (NFDC) reported that

- The recent count for the Referendum had been managed by NFDC.
- The NPA had recently been awarded a grant from The Big Lottery fund which was being used to accurately (GPS) map the graveyard at All Saints; they hope to encourage local history groups to add monument details. This project will be undertaken using Historic England guidance. Whilst so

many charities and good causes are having their budgets dramatically cut, I wonder why money is funded to these sort of community engagements, when there are already two different maps of the graveyard. It is hoped that all the information already available can be added to this new venture.

- The consultation period for the Local Plan review on Planning strategy will start on 15th July until 16th September. There will be a drop-in event on 25th July at Totton & Eling Community Centre and details of possible building in the North Totton (Netley Marsh) site can be seen there.

[Cllr Mans left meeting at 20.24]

**8. Report from Lengthsman**

Work reported for June: Footpaths 4, 5 and 9 - strimmed grass and cut back overgrown hedge impinging onto path.

**9. Reports from Parish Representatives**

- NE Quadrant meeting report already circulated.
- NFNPA Neighbourhood Planning Seminar report already circulated - suggested look at map. Effects on traffic not catered for. Developer has to submit plan.
- Footpaths are drying up.
- Police – Beat Report has been published; Beat Surgery at Village Shop next week.
- Village Hall - Danby Room now finished; still to come are tables, projector and speakers. Work to Hall kitchen must be done by 1 September but still seeking contractor.
- PCC has found 60 grave spaces. Query was raised about patronage of church – was Peter Green and passed to his executors on his death; currently passed to Winchester Diocese.

**10. Planning**

**NPA Decisions**

**16/00103** Land opposite The House in the Trees. Manege. **Refuse**

**16/00301** The Old Cottage. Swimming pool and decking surround + fence and gate. **Grant**

**New Planning Applications**

**16/00464** Woodland Cottage. Double garage and workshop with storage over + new driveway to access garage. **Comment No 4 - Size and scale proposed appear to be disproportionate to the existing dwelling and not subservient in size and scale to the host dwelling.**

**Trees**

**CONS/16/0612** Yew Tree House. Fell 1 x cherry tree. **No comment.**

**11. Correspondence**

E-mail correspondence previously circulated:

- HALC: notification of AGM on 22 October 2016. **Noted but no volunteers to attend.**
- NFDC: Local plan review - opportunity to comment on proposals. **Include in Weekly Newsletter.**
- HCC Small Grants Scheme – next closing dates for applications 25 Jul, 24 Oct, 23 Jan.

To Read:

- *LCR (Summer 2016)*
- *Clerks & Councils Direct (July 2016)*

**12. Finance**

- Receipts & Payments for June 2016:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 May</b>			<b>13,257.12</b>
<b>Receipts:</b>			
<b>Standing Order payments</b>			

Salaries and expenses	445.03		
<b>Cheques to pay:</b>			
P Osborne: Admin expenses + salary arrears for April, May, June	64.04	0.12	
HMRC: PAYE (1 <sup>st</sup> quarter) for Clerk and Lengthsman	320.00		
<b>Total payments for June</b>	<b>829.07</b>	<b>0.12</b>	<b>829.19</b>
<b>Balance after payments</b>			<b>12,427.93</b>

- Minstead Parish Council Debit card: Clerk reported that the application process was nearly complete.
  - Budget report for 1<sup>st</sup> Quarter: This had been circulated prior to the meeting by the Clerk. There were no queries.
  - Minor adjustments to budget for 2016-2017: This had been circulated prior to the meeting and showed that, with three figures adjusted, the expected balance at year end is decreased by £180.
- Cllr Andrews proposed the acceptance of the payments and other financial matters above; this was seconded by Cllr Bennett and agreed by all.

### 13. Review of Minstead Council regulatory documents

No amendments required to *Health and Safety Policy*. New NALC updated *Financial Regulations* had been customised and circulated by Clerk. Three particular paragraphs were felt not appropriate for this council. With these elements not used, it was proposed by Cllr Andrews, seconded by Cllr Bennett and agreed that the new *Financial Regulations* be adopted.

### 14. Report from joint working party (Lyndhurst/Minstead) to address traffic issues

Group has not yet met but will aim to do so before next council meeting.

### 15. Ragwort pull

With annual pulling over several years, the amount of ragwort this year is small. Agreed Friday 22 July at 4pm, meeting at Social Club. Cllr Taylor to provide sacks, Cllr Bennett to coordinate routes. Include request for additional volunteers in Weekly Newsletter.

### 16. Matters raised by Councillors

- Excessive noise from recent event at Study Centre had been reported by parishioner to police and NFDC.
- Link to Historic England information (Listed buildings) to go on Minstead Local History Group webpage.
- Defibrillator Reports are being kept by Cllr Bennett and will be forwarded to Clerk to be submitted to SCAS.
- Approach to village from A337 looks scruffy (broken trees etc). Clerk to contact Bruce Rothnie.
- Proceeds from Village Fete will be shared between Defibrillator Fund and All Saints church.
- Any matters to raise at next NFALC meeting please tell Cllr Taylor.

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

Meeting closed at 21.11