

Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 2 October 2017 at 19.30

Present: Cllrs W Andrews (Chair), S Cattell, H Bennett, G Hough, R Taylor, D Wakely.

In attendance: P Osborne (Clerk), Cllr Mrs Andrews (NFDC), Mrs A Trend, Mrs K Whalley, Mr W Dibben, Mrs M Dibben, Mr W Payne, Mr M Bridle, Mr J Waud.

1. Apologies for Absence

Cllr A Ferguson.

2. Public Participation Period

Mrs Whalley, Mrs Trend, Mr & Mrs Dibben and Mr Payne, all residents in the Blackwater area, expressed their frustration with conditions on local roads: an unprecedented volume of traffic this year that is no longer just seasonal; large vehicles on narrow lanes; frequent gridlock; aggressive behaviour; newly replaced cattle grid installation at A337 that further restricts carriageway; speeding motorists.

Councillors explained that there is no simple solution but any action must involve both Minstead and Lyndhurst; these problems apply to **all** roads in the area and any restriction on one route will push traffic elsewhere. In this computer age it is not possible to restrict road use to locals. Road-widening is probably not an option (loss of grazing) but might anyway be counter-productive by encouraging increased speed. Furthermore, there is no money for additional schemes. The joint Lyndhurst/Minstead Working Party set up in June 2016 has been looking for solutions and it was suggested that the group should meet with Cllr Edward Heron (HCC) and Mandy Ware (HCC Traffic Management). Clerk to write to Cllr Heron for possible dates and forward to him all the related correspondence.

Mr Waud stated his objections to planning application 17/00666 which is still open for consultation, yet the work is well underway.

3. Declarations of Interests

None.

4. To confirm the Minutes of the Ordinary Meeting held on 4 September 2017

These had been previously published and were agreed and signed.

5. Matters Arising

- Contractor to cut vegetation on Blackwater Road: It was proposed by Cllr Bennett, seconded by Cllr Taylor and agreed that quotation received from M Bridle be accepted. Since use of tractor on single track road will impact on traffic flow, Cllr Mrs Andrews to ask for temporary road closure to enable the work to be done efficiently.
- Leaning telegraph pole on Newtown Road: The pole was inspected by BT but no feedback received. Clerk to pursue this.

6. Items Ongoing

- Parking in village centre: No progress. **Ongoing**
- Conversion of K6 phone kiosk near Village Green: No progress. Agreed to close the matter until there is progress to report. **Closed**
- Water leaks and eroded edges on roads: Water leak at London Minstead has been inspected and will be jetted. Each councillor has been designated particular stretches of road to photograph potholes/eroded edges – they will send photos to Cllr Taylor who will compile report. **Ongoing**

7. Reports from County and/or District Councillor

Cllr Mrs Andrews (NFDC) reported:

- She attended the briefing on plans for development of Fawley Power Station site.
- Council members are undergoing peer review next week.
- She has inspected public conveniences in the area – very varied; those at Lyndhurst are superior.

8. Report from Lengthsman

Work done in September:

- Footpaths 4 and 5 - cut grass and cut back whips.
- Prepared and painted crown of well cover.
- Carried out Annual Risk Assessment on PC structures.

9. Reports from Parish Representatives

- Police – Residents are urged to complete online survey re *Policing Priorities*. Council's response to include problems with (lack of) parking at Trusty Servant.
- Consultancy Panel – at recent meeting main topics were wetland restoration and deforestation.
- Footpaths – Footpath 5 is dry despite all recent rain, showing that drainage work has been effective.
- Hall Committee – Committee members are happy for the Hall to be used as an Emergency Refuge in the *Community Resilience Emergency Plan*.

10. Planning

Decisions

17/00589 Grove Chase. Replace existing field shelter. **Grant**

17/00667 Hunters Brook. Non Material amendment to permission 15/00502: external chimney and fenestration alterations. **Raise Objections**

17/00615 Willow Green. Erect 2 timber sheds for storage/potting. **Grant**

17/00643 Woodland Cottage. Outbuilding. **Grant**

Decision Awaited

17/00663 Minstead Manor. Roof alterations to facilitate second floor accommodation; 2no.dormers; first floor extension over existing garage; brick piers and entrance gates; 1.8 metre high railings.

17/00657 Grove House. Single-storey rear extension.

New Planning Applications

17/00735 Malwood Walk Farm. 2 no. rooflights to existing outbuilding (for conversion to home office); 2 no. rooflights + re-roof to existing garage/store (for conversion to home studio); stable block/tack room; sewage treatment plant; demolish existing workshop. **Comment No 1. We agree that it is important to ensure that the buildings cannot later become habitable accommodation. In future we need to see responses from other consultees, especially Conservation, where we may not have the expertise to properly consider their aspect.**

17/00666 Hunters Brook. Application to vary Condition 10 of planning permission 15/00502. Garage to be constructed at different angle to that approved. **Comment: We don't consider we can make comment because do not have sufficient information. Postpone decision until clarification.**

17/00785 Gardeners Cottage. Application for Certificate of Lawful Development for a proposed single storey rear extension. **[No comment required]**

Trees

CONS/17/0825 Forest Cottage. Prune 3 x False Acacia trees + 1 x Ash. **Comment: Are owners of these trees aware of proposed work?**

11. Correspondence

None

To Read: *LCU* (September 2017); *LCR* (Autumn 2017)

12. Finance

- Budget Report for 2nd Quarter (previously circulated): there were no questions.

- Receipts & Payments for September 2017:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31 August			9,022.68
Receipts:			5,000.00
NFDC: Precept			
Standing Order/Direct Debit payments			
Salaries and expenses	458.90		458.90
Debit card payment			
Cheques to pay:			
P Osborne: Admin expenses for 2 nd Quarter (July, Aug, Sep)	5.40		5.40
HMRC: PAYE for 2 nd Quarter (Clerk + Lengthsman)	331.00		331.00
Minstead Hall: Danby Room hire @ £34 x 12 (to 31.08.2018) + 1 for NE Quadrant meeting on 4.10.2017.	442.00		442.00
BDO: Audit fee for 2016-2017	100.00	20.00	120.00
Total payments for September	1,337.30	20.00	1,357.30
Balance after payments			12,665.38

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

13. Conclusion of Audit 2016-2017

Section 3 of Annual Return was received from External Auditor (BDO). It confirms satisfaction with Annual Return together with certification of completion of Audit. The document has been published on website. Thanks were expressed to Clerk.

14. Traffic congestion on Blackwater Road

This had been discussed in Item 2 above.

15. Update on Broadband Wave 2

Cllr Taylor gave a brief report on Wave 2.

16. Permission to reprint extracts from Minstead Magazine

A parishioner who is producing a history of Minstead Village Shop has requested permission to reprint from Minstead Magazine. Agreed that Cllr Andrews would write to give permission but that material should be checked by Cllr Cattell before publication.

17. Maintaining bridleways across Glebe Field

No progress. Cllr Andrews will write to owners.

18. Community Resilience: Emergency Plan

Letters sent to local organisations.

19. Matters raised by Councillors

- Lyndhurst Royal British Legion Branch asked for our permission to gather at our War Memorial on Remembrance Day. Agreed.
- Central white lines and speed limit roundels on roads throughout Minstead need repainting: Clerk to write to HCC Highways.
- HCC *National Highway and Transport Public Satisfaction survey*: Cllr Taylor to send in Council's response.
- Barriers erected across track to Acorns: it has been proposed to fit gates that allow access for livestock.
- A parishioner is concerned that Speedwatch is not carried out where there is danger to pedestrians: she should speak to Speedwatch Coordinator, D Donawa.

- Minstead sign at Malwood is obscured by vegetation: Cllr Cattell to ask Lengthsman to clear it.
- Dead deer at roadside: this has been reported.
- Cllr Hough wishes to attend free conference, *Low Carbon Britain on 8 November*. Council agreed to support travel expenses.

20. Date of next Ordinary Meeting: 6 November 2017 at 19.30

Meeting closed at 21.13