

### Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

**Monday 8 January 2018 at 19.30**

**Present:** Cllrs W Andrews (Chair), H Bennett, S Cattell, Cllr Ferguson, R Taylor, D Wakelin.

**In attendance:** P Osborne (Clerk), Cllr Mrs Andrews (NFDC).

#### 1. Apologies for Absence

Cllr G Hough

#### 2. Public Participation Period

No members of public were present.

#### 3. Declarations of Interests

None

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

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

#### 5. Matters Arising

- Railings on Running Hill: To improve visibility of railings, Lengthsman has cut back vegetation then used florescent tape on rails and part-painted concrete posts. He will complete painting in Spring.

#### 6. Items Ongoing

- Water leak causing verge erosion at London Minstead: Water now appears to be flowing from pipe so is no longer a problem. **Closed.**

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

Cllr Mrs Andrews (NFDC) reported:

- The Crime and Disorder Act 1998 requires the District Council to have a committee whose functions are to review decisions made or acts taken by “responsible authorities”. This committee is known as *Safer New Forest Strategy and Delivery* group.

I chaired this group with the responsible Authorities which are: NFDC, HCC, Probation Services, Police, Fire and Rescue, Clinical Commissioning Group. They are assisted by other partners as and when required. E.g. Adult Services. In addition to the usual day-to-day work carried out by the Authorities, the committee prepares an annual strategy to target areas of crime that are felt to be important in the local area.

Four areas have been identified: Children at Risk, Modern Slavery & Human Trafficking, Drug Related Harm and Domestic Abuse.

- The decision to allow Speedwatch to operate in a 40mph area has still not been made and, for the safety of the volunteers, they are still restricted to 30mph roads. A new speed “gun” will be available in the near future.

Cllr Mrs Andrews agreed to ask NFDC for use of a Speed Indicator Device (SID) on C17. (It was noted that NFDC no longer charge for such equipment.)

She will also report problems in Minstead with refuse collection: transparent sacks that are picked up and left in piles to be collected later are frequently attacked by ponies and the contents scattered.

#### 8. Report from Lengthsman

He has improved visibility at night of railings on Running Hill. (See Item 5 above.)

At Council’s request, Cllr Cattell will ask him to scrape leaves off footpaths.

#### 9. Reports from Parish Representatives

- NFALC and NE Quadrant meetings coming up on 18 January and 7 February, respectively. Pass any comments/concerns to Cllr Taylor.
- New version of NFNPA Local Plan is due out soon.

- Police – Statistics in latest Beat Report showed that speeding is an issue.

## 10. Planning

### Decisions

- 17/00843** Fleetwater Farm. Retention and completion of extension to existing outbuilding. **Grant**
- 17/00915** Park Farm Cottage. Single- storey rear extension. **Grant**
- 17/00848** Minstead House. Replacement outbuilding. **Grant**
- 17/00791** Old Off Licence. Single storey extension to existing outbuilding; flue; relocation of existing oil tank. **Grant**

### Decision Awaited

- 17/00968 and 17/00969/LBC** Muffins. First floor dormer widow; internal alterations.
- 17/01008** Malwood Walk Farm. 2no. rooflights to existing outbuilding; 2no. rooflights and re-roof existing garage/store; stable block/tack room; sewage treatment plant; demolition of existing workshop.

### New Planning Applications

- 17/01004** Fishpond Piece. Two storey extension. **Comment No 4 because it breaches DP11 and we fully support the Planning Officer’s comments.**

### Trees.

- CONS/17/1198** Manor Park Farm. Fell 1 x Ash.
- CONS/17/1214** The Splash. Fell 1 x conifer.
- CONS/17/1216** 2 Church Close. Pollard 1 x Weeping Willow; prune 1 x Horse Chestnut.
- Forestry Commission Streamlined Felling.** Mogshade Hill. Fell 5 selected mature birch trees upon the open heath. Retain larger character trees.
- CONS/17/1236** Field House. Fell 1 x Spruce tree.
- There were no comments on these applications.**

## 11. Correspondence

### Emails circulated

- Hampshire & Isle of Wight Wildlife Trust: invitation to training session to raise awareness about invasive non-native plants on 1 March. Clerk to attend.

### To Read

*LCR (Winter 2017), Clerks & Councils Direct (January 2018).*

## 12. Finance

- Budget Report for 3<sup>rd</sup> Quarter: this had been previously circulated. There were no comments.
- Receipts & Payments for December 2017:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 30 November</b>			<b>11,264.00</b>
<b>Receipts:</b>			
<b>Standing Order/Direct Debit payments</b>			
Salaries and expenses	458.90		458.90
<b>Debit card payment</b>			
Internet Ink: 2 x Toner cartridge	95.19	19.04	114.23
<b>Cheques to pay:</b>			
HMRC: PAYE for 3 <sup>rd</sup> Quarter (Clerk & Lengthsman)	330.80		330.80
P Osborne: Admin expenses October, November, December	8.78		8.78
Brockenhurst College: Minstead Mail x 300 @ £0.25 each	75.00		75.00
Forestry Commission: Annual rent of cricket ground to 31/12/18	80.00		80.00

<b>Total payments for December</b>			<b>1,067.71</b>
<b>Balance after payments</b>			<b>10,196.29</b>

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

### 13. **New General Data Protection Regulation (GDPR)**

*GDPR* replaces *Data Protection Act* on 25 May 2018. The Clerk had attended a training session by NFDC and she outlined some of the requirements. There are aspects in relation to smaller councils that have not yet been clarified. It is hoped that HALC will issue guidance before May.

### 14. **Community Resilience: Emergency Plan**

There has been discussion with both Minstead Trust Lodge and Study Centre. Cllrs Bennett and Wakelin will now meet to draft an Emergency Plan.

### 15. **Preventing subdivision of fields**

Cllr Taylor reported that there must be a valid reason to invoke Article 4 and subdividing can be for agricultural reasons, not just change of use to recreational. Alertness is needed to invoke article 4 should there be a risk that a field is to be changed from agricultural to recreational horse keeping use without planning permission.

### 16. **Matters raised by Councillors**

- Christmas tree - there were several problems this year – with surrounding barrier that was broken in two places by animals, with lights that didn't work because ponies had chewed cable and with a lost cable. Chairman to speak to Minstead Trust re strengthening the barrier next year and suggesting that they liaise with electrician so lights can be installed before tree is erected. Cllr Cattell will investigate possible use of battery powered lights. Agreed that tree should be lit from mid December.
- A parishioner had asked about discharge of foul sewage and licence renewal - refer to NFDC Environment Services.
- Reflector posts at junctions on A337 – these are being used to support notices for Antiques & Collectables Fair at Minstead Hall. This obscures the reflectors and is a road safety issue. Clerk to ask Lettings Secretary at Minstead Hall Committee to pass on these concerns to organisers.
- Ice on Newtown Road from water leak (between Manor Farm and Study Centre) is very dangerous. This leak has already been reported twice to Southern Water. Clerk to report to Highways since it is a road safety issue. Chairman to ask Study Centre to spread salt when icy.
- Broadband – no progress. Cllr Taylor to continue to pursue.
- Mill Lane – no news. Clerk to write to Cllr Heron to ask if any progress.
- Weekly eNewsletter – problems arose with distribution in December but now seem to have been resolved.
- Cattle Grid No 2 will be closed for 48 hours from 11 January.

### 17. **Date of next Ordinary Meeting: 5 February 2018 at 19.30**

Meeting closed at 20.33