

**Ordinary Meeting of Minstead Parish Council**

Danby Room, Minstead Village Hall

**Monday 5 March 2018 at 19.30****Present:** Cllrs W Andrews (Chair), H Bennett, S Cattell, A Ferguson, G Hough, R Taylor, D Wakelin.**In attendance:** P Osborne (Clerk), Cllr Mrs Andrews (NFDC), 7 members of public.**1. Apologies for Absence**

None

**2. Public Participation Period**

- The Minstead Speedwatch Coordinator, gave a presentation on traffic situation along Mill Lane, highlighting concerns about the speed and volume of traffic. In response Council stated that Hampshire Highways have accepted the recommendation to carry out a comprehensive survey over a longer period (to include the summer) which survey will record traffic flow, speeds, size etc and provide more data in support of all our complaints.
- Gary Bradford, architect, explained the rationale for Case No 18/00062 which seeks to vary Condition 9 of planning permission 17/00666 to allow a minor amendment."

**[5 members of public left at 19.59]****3. Declarations of Interests**

Cllr Ferguson declared a Personal Interest in item 10, planning application 18/00062.

**4. To confirm the Minutes of the Ordinary Meeting held on 5 February 2018**

These had been published previously and were agreed and signed.

**5. Matters Arising**

- Annual Parish Meeting (21 March): Agreed to include *Minstead Broadband* in the agenda.
- New Forest Spring Clean: With the recent extreme weather conditions, this has been deferred to 10 March. Cllr Mrs Andrews will start the event at 10.00 at Village Shop.

**6. Items Ongoing**

- SID for C17: Now in place but not working. Cllr Mrs Andrews to report this.
- Village Christmas tree: Cllr Cattell has still to buy lights and Cllr Andrews has still to speak to Minstead Trust.
- Ice on Newtown Road: Reported online. Ice now appeared in London Minstead – Clerk to write to Highways West.

**7. Reports from County and/or District Councillor**Cllr Heron (HCC) was not present.Cllr Mrs Andrews (NFDC) reported:

- During recent road closure Cadnam to Brook, motorists who ignored signed diversion caused considerable damage to verges along local lanes. Natural England is meeting with HCC meeting shortly to review the matter. HCC has promised to restore verges and entrances.
- During recent severe snow conditions, NFDC was able to maintain all essential services.

**8. Report from Lengthsman**

During February he washed down the road signs throughout the village.

Clerk to thank him for all he does.

**9. Reports from Parish Representatives**

- Footpaths: Mud still to be cleared off surface of all paths; FP 5 - Ditch alongside now cleared.
- NE Quadrant: Included in recent meeting - grants available from Sustainable Development Fund; GDPR may present difficulties with planning procedures.

**10. Planning**

**Decisions**

**18/00028/NMA** Chalford Manor. 2no. single storey side extensions; glazed links; external alterations including solar panels; render. (Application for a Non Material Amendment to planning permission 17/00411.) **No Objection**

**Decision Awaited**

None.

**New Planning Applications**

**18/00033** Appletrees Farm. 2 x single storey extensions; 2 x rooflights; 1 x lantern light; alterations to fenestration; juliette balcony. **Comment No 4 because we have been informed that the increase in floorspace may exceed 30%. If it is subsequently proven that this is not the case, then we would respond with Comment No 1.**

**18/00062** Hunters Brook. Application to vary Condition 9 of planning permission 17/00666 to allow minor amendment. **Comment No 5. We were assured by Steve Avery that a close watch would be kept at all stages of this construction, but this clearly hasn't happened because approval of these changes is now being requested. We would like to think that the Planning Authority could learn lessons from these anomalies.**

**Trees**

**CONS/18/0151** Gardeners Cottage. Prune 1 x Acacia tree; fell 1 x Macrocarpa.

**CONS/18/0149** Thrifty Gate. Fell 1 x Western Cedar; fell 3 x Birch; fell 1 x Holly.

**No comments on these applications.**

**11. Correspondence**

Emails circulated

- Department for Transport: *Major Road Network Consultation* – responses by 19 March. **[Considered not relevant]**
- Hampshire Police & Crime Panel: request for evidence for proactive scrutiny session, focusing on Hate Crime – responses by 13 March. **Agreed no response.**  
HALC: Invitation to HCC Town & Parish Council Meeting on 1 March. Postponed due to snow.

To Read

*Clerks & Councils Direct (March 2018).*

**12. Finance**

- Receipts & Payments for February 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 January 2017</b>			<b>9,817.39</b>
<b>Receipts:</b>			
<b>Standing Order/Direct Debit payments:</b>			
Salaries and expenses	458.90		458.90
<b>Debit card payment:</b>			
<b>Cheques to pay:</b>			
Mark Bridle: Cutting back scrub on roadside Mill Lane	720.00	144.00	864.00
Mark Bridle: Snow ploughing roads in Minstead	350.00	70.00	420.00
Lee Byford: clearing ditch along FP5	80.00		80.00
<b>Total payments for February</b>	<b>1,258.90</b>	<b>144.00</b>	<b>1,822.90</b>
<b>Balance after payments</b>			<b>7,994.49</b>

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

Council commented that the cutting back of vegetation on Mill Lane had proved more expensive than anticipated when setting the Precept because a road closure had not been financially viable. With the road remaining open, the contractor had to stop work to allow traffic through, so the job took longer.

**13. Audit 2017/18**

Clerk outlined the new arrangements for audit as a smaller authority qualifying as exempt from a limited assurance review.

**14. New General Data Protection Regulation (GDPR)**

All Minstead councillors now have designated email addresses for parish council matters.

**15. Community Resilience: Emergency Plan**

Ongoing.

**16. HALC: consultation regarding *Local Government Ethical Standards* – comments by 13 April**

CLlr Taylor to respond - no changes needed for small parish council.

**17. Matters raised by Councillors**

- Mill Lane – Clerk to ask CLlr Edward Heron when the survey will be conducted and for how long; also what the final decision is on changes to restrictive signage and its positioning. Clerk to write to Speedwatch Co-ordinator with thanks for his presentation and assurance that additional information to further inform constructive decisions regarding Mill Lane is welcome.
- London Minstead water leak – no progress but still on HCC's list.
- Missing dragon's tooth at London Minstead is being replaced by FC.
- Complaint re parking on verge and green opposite Fleetwater Cottage that is eroding the verge, thereby reducing grazing - Clerk to write to householder, copy to Commoners Defence Association.
- Complaint from resident that snow plough did not clear road at Woodside – In fact it did but there was then further snow. Chairman to reply to resident.
- Request from resident for grit bin on bend by Ivy Cottage Farm – CLlr Taylor to request.
- One dragon's tooth outside Minstead Club has fallen – CLlr Taylor to put it back.
- Water on Lyndhurst Road above Old Court House – Clerk to report to Highways that bunny under road is blocked.
- Water running on to Lyndhurst Road outside West Winds – CLlr Andrews to speak to householder.
- PC laptop needs attention: wipe and reload Windows 10 – bootable copy required.

**18. Date of next Ordinary Meeting: 9 April 2018 at 19.30**

Meeting closed at 21.57