

## Ordinary Meeting of Minstead Parish Council

Danby Room, Minstead Village Hall

Monday 2 July 2018 at 19.30

**Present:** Cllrs W Andrews (Chair), H Bennett, S Cattell, A Ferguson, G Hough, R Taylor.

**In attendance:** Cllr Mrs Andrews (NFDC), P Osborne (Clerk), 2 public.

### 1. Apologies for Absence

Cllr D Wakelin.

### 2. Public Participation Period

The owners of Minstead Shop announced that the shop would be closing on 12 July. Despite efforts over two years to make it a viable business, costs still exceed income so, regrettably, they have decided to close – but have no plans to sell. Council expressed their sympathy and agreed to inform the local community immediately via a special eNewsletter. In anticipation of discussion regarding future use of the commercial premises, Cllrs will investigate planning implications.

### 3. Declarations of Interests

None.

### 4. To confirm the Minutes of the Ordinary Meeting held on 4 June 2018

These had been previously published; they were accepted and signed.

### 5. Matters Arising

- [Council Regulatory Documents](#): Reviewed/updated versions are now on the website. There remain links on Freedom of Information application form to be changed – Cllr Ferguson to do this.

### 6. Items Ongoing

- [Community Emergency Plan](#): Hall Management Committee has agreed to Hall being named/used as a refuge. **Ongoing**
- [Flooding on roads \(junction by Shave Wood; London Minstead\)](#): Both areas are now dry but water continues to run down Newtown Road. Cllr Taylor to pursue. **Ongoing**
- [Animal drinking trough outside Village Shop](#): Cllr Hough has still to obtain quotes. There was discussion about water supply. **Ongoing**

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

[Cllr Heron \(HCC\)](#) was not present.

[Cllr Mrs Andrews \(NFDC\)](#) reported:

- The Fire Brigade have raised the issue of an extremely high fire risk in the hot dry weather and have asked that people be reminded to be vigilant and take extra care.
- Elderly people are at greater risk in these hot temperatures and so neighbour should be alert to the potential risks.
- Domestic violence is known to increase during the World Cup Series so awareness needs to be increased generally to the possibility of difficulties.
- The Local Plan is starting a final consultation with a view to adoption in November 2019. It will then go to the Planning Inspectorate for approval.
- Vehicle owners can now be prosecuted if rubbish is thrown from their vehicles. More information will be forthcoming as to how this will work in practice.

### 8. Report from Lengthsman

He worked on footpaths in June: FPs 4, 5, 9 and Footway opposite Old Court House. He cut back hedges, trimmed grass and removed cuttings.

Council expressed their appreciation and thanks for work he does in the parish – Clerk to write to him.

### 9. Reports from Parish Representatives

- Footpaths are in good condition.

- Police – Beat Surgery cannot now be at Village Shop so must ask PCSO Richard Williams where he wishes to hold it.
- NE Quadrant meeting on 13 September at 7pm in Minstead Hall (Danby Room).
- NFALC meeting 19 July.
- Village Hall Committee has a new Fabric Committee Chairman; Fire Alarm Control Panel to be moved to a more readily accessible location.

**10. Planning**

**Decisions**

**18/00283** South Lodge. Outbuilding (demolition of existing). **Grant**

**Decision Awaited**

**18/0034** Willow Green. Single-storey rear extension; raised terrace; demolish existing conservatory.

**New Planning Applications**

**18/00226** Land of Thistledown Farm. Manège; drainage network and soakaway. **Comment No 4 for these reasons: we fully support comments of the Landscape Officer; claims about heavy use of road are exaggerated; it would result in loss of amenity; we object to proposed use of material; it is not attached to an equestrian property.**

**18/00387** Canterton Manor Farm. Retention of temporary residential mobile home. **Comment No 4 because it is in a protected area and there is no clear strategy regarding termination of occupation and removal without damage to the protected areas (SSSI) - we are mindful of the damage to the protected area when it was installed.**

**11. Correspondence**

Emails circulated

- HCC: Consultation on proposals to change street lighting, supported passenger transport services and the concessionary travel scheme in Hampshire – possibly not relevant to Minstead but Cllr Taylor to look through it.
- NF Citizens Advice: Request for grant aid – donation of £100 was proposed by Cllr Andrews, seconded by Cllr Ferguson and agreed by all.
- Lyndhurst & District Royal British Legion: invitation to PC and parishioners to Centenary of WW1 Remembrance Day parade – suggested there might be a service at Minstead War Memorial before this.

To Read

*Local Councils Update (June 2018), Clerks & Councils Direct (July 2018).*

**12. Finance**

- Budget Report for 1<sup>st</sup> Quarter. This had been previously published and was approved.
- Receipts & Payments for June 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 May 2018</b>			<b>10,282.39</b>
<b>Receipts:</b>			
<b>Standing Order/Direct Debit payments:</b>			
SOs: Salaries and expenses	470.08		470.08
<b>Debit card payment:</b>			
<b>Cheques to pay:</b>			
Came & Company: Insurance to 31/05/2019	461.75		461.75

HMRC: PAYE for Clerk + Lengthsman for 1 <sup>st</sup> Quarter	339.00		339.00
Brockenhurst College: Printing 300 x Minstead Mail	75.00		75.00
W G Andrews: Reimburse payment of additional work to laptop	65.00		65.00
WEL Medical: Replacement pads for defibrillator (1 pair)	63.20	12.64	75.84
<b>Total payments for June</b>	<b>1,474.03</b>	12.64	<b>1,486.67</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>8,795.72</b>

Payments proposed by Cllr Ferguson, seconded by Cllr Bennett and agreed.

**13. Ragwort Pulling**

There is not much ragwort this year so agreed an informal Ragwort Pull week 9 – 13 July; use black refuse sacks for disposal.

**14. Matters raised by Councillors**

- Agreed that St Georges Cross flag to be flown whilst England is still “in” World Cup football competition, to be replaced with Union flag thereafter.
- Consultation on *Recreation Management Strategy* - Cllr Hough to draft response from PC.

**15. Date of next Ordinary Meeting: 6 August 2018 at 19.30**

Meeting ended at 21.15