

Minstead Parish Council

Summons to all members of the Council:

You are hereby summoned to attend the Annual Meeting of Minstead Parish Council

To be held in **Minstead Hall on Monday 9 May** commencing at **19.30**

Signed  Parish Clerk

03.05.2016

AGENDA

Public Participation Period: *A period of 15 minutes will be allowed. Members of the Public intending to address the meeting must have registered with the Clerk by close of business on the Friday preceding the meeting at the latest. This is to allow control of numbers in the meeting room so as not to exceed any regulations. Members of the Public in attendance are entitled to remain for the meeting should they so wish, unless any item is declared confidential or exempt business. Members of the Public may not participate in any of the business being considered except by invitation of the Chairman.*

- 1. Apologies for Absence**
- 2. Election of Chairman and Vice Chairman**
- 3. To agree amount of Chairman's Allowance in pursuance of Local Government Act 1972, ss 15(5) and 34(5)**
- 4. To appoint Parish Representatives:**
 - Cadnam Cricket Club
 - Minstead Village Hall Management Committee
 - New Forest Association of Local Councils (NFALC)
 - New Forest Consultative Panel
 - All Saints PCC
 - Police Liaison
 - Footpaths
 - Minstead Village Website
 - Minstead Mail and Weekly Notices
- 5. To agree meeting dates for 2017** [See proposed dates in Appendix]
- 6. Public Participation Period**
- 7. Declarations of Interests**
- 8. To confirm the Minutes of the Ordinary Meeting held on 4 April 2016**
- 9. Matters Arising**
 - Tree work required to liquidambar tree on Top Green
 - Muddy section on Footpath 9
 - Response to DCLG planning consultation document
 - Hedge on Newtown Rd above Wisteria Cottage
- 10. Items Ongoing**
 - Beacon to celebrate Queen's birthday
 - Request for SpeedWatch volunteers
 - Blackwater Road - overgrown vegetation and missing dragons' teeth
 - Restoration work to Bridleway 13
 - Eroded edges on roads
- 11. Reports from County and/or District Councillor**
- 12. Report from Lengthsman**
- 13. Reports from Parish Representatives**
- 14. Planning** [See Appendix]
- 15. Correspondence** [See Appendix]

16. Finance [See Appendix]
17. Fundraising to recoup defibrillator costs
18. Village website – what information to include (e.g. taxis, B&Bs)
19. Matters raised by Councillors
20. Date of next Ordinary Meeting: 6 June 2016 at 19.30

APPENDIX

Please note that items in the Appendix may be updated after publication but before the meeting. In this event see the Village website for updated version.

5. Proposed 2017 Meeting Dates

9 January, 6 February, 6 March, 15 March (Annual Parish Assembly), 3 April, 8 May (Annual Meeting), 5 June, 3 July, 7 August, 4 September, 2 October, 6 November, 4 December. (All meetings at 19.30)

14. Planning

NPA Decisions

16/00192 Perry Dees. Addition of dormer and Velux roof lights; Replace roof tiles. **Grant**

Decision Awaited

15/00774 Little Thatch. One and two storey extensions. **Amended plans received 03.11.2015.**

16/00223 Fishpond Piece, Application for a Certificate of Lawful Development for Existing use of dwelling in breach of Condition 1 (Agricultural Occupancy) of planning permission NFDC/91/48438.

New Planning Applications

16/00161 Toms Lane Corner. Workshop /stable block + driveway.

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

16/00103 Land opposite The House in the Trees. Manège.

Trees

CONS/16/0370 Castle Malwood Park. Fell 4 x silver birch.

15. Correspondence

E-mail correspondence previously circulated:

- Change of date for Village Fete.
- HALC: DCLG consultation document on proposed neighbourhood planning legislative reforms.
- HALC: HALC response to LAIS1388 Planning Changes.

To Read:

- LCU (April + May 2016)
- Clerks & Councils Direct (May 2016)

16. Finance

- DCLG Transparency Fund 2016/17: Application by Minstead PC for scanner.
- Insurance renewal due 31 May 2016: premium £399.46.
- Receipts & Payments for April 2016:

| | £ Net | £ VAT (recoverable) | £ |
|---|----------|---------------------------|-----------------|
| Balance carried forward from previous financial year | | | 9,911.08 |
| Receipts: | | | |
| NFDC: Grants & Precept | | | 4,750.00 |
| Standing Order payments | | | |
| Salaries and expenses | 441.60 | | |
| Cheques to pay: | | | |

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|--|-----------------|--------------|------------------|
| Came & Company: Insurance renewal to 31/05/2017 | 399.46 | | |
| Daniel Roberts: emergency tree work to liquidambar | 90.00 | | |
| Chris Penny: Hedge cutting | 60.00 | 12.00 | |
| HALC: HALC Affiliation Fees £223 + NALC Levy £39 2016/17 | 262.00 | | |
| Catts Tree Care: tree work to liquidambar | 245.00 | | |
| Total payments for April | 1,498.06 | 12.00 | 1,510.06 |
| Balance after payments | | | 13,151.02 |