

Minstead Parish Council

Summons to all members of the Council:

You are hereby summoned to attend the Ordinary Meeting of Minstead Parish Council
To be held in the Danby Room, Minstead Hall on **Monday 5 June 2017 at 19.30**

Signed  Parish Clerk

31.05.2017

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. Public Participation Period**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Ordinary Meeting held on 8 May 2017**
- 5. Matters Arising**
 - Problems with parking in village centre [Item 11]
 - Fence on Footpath 7 [Item 19]
- 6. Items Ongoing**
 - Defibrillator refresher training
 - Village name signs
 - Rubbish outside section of original wall around Castle Malwood kitchen garden
 - Adoption of telephone kiosk in village centre
 - Blocked storm drain opposite Two Pictures
 - Eroded edges on roads
- 7. Reports from County and/or District Councillor**
- 8. Report from Lengthsman**
- 9. Reports from Parish Representatives**
- 10. Planning** [See Appendix]
- 11. Correspondence** [See Appendix]
- 12. Finance** [See Appendix]
- 13. Community Resilience**
- 14. NFNPA North East Quadrant - Election of Parish Representative**
- 15. Matters raised by Councillors**
- 16. Date of next Ordinary Meeting: 3 July 2017 at 19.30**

APPENDIX

10. Planning

Decisions

17/00166 and 00167 LBC Pear Tree Cottage, Emery Down. Single Storey rear extension. **Grant**

17/00227 High Trees. Single storey rear extension; roof alterations to facilitate additional 1st floor accommodation.

17/00231 The Lodge, Malwood. Creation of access; entrance gates (*amended description*). **Refuse**

17/00269 Canterton Manor Farm. Single storey extension; alterations to fenestration; partial demolition of main dwelling. **Grant**

17/00251 Castle Malwood Park Farm. Application under General Permitted Development for siting, appearance and design of agricultural building. **Details Not Required (Prior)**

17/00120 and 00121 (LBC) Malwood Walk House. Single-storey extension; detached garage (demolish existing); associated landscaping and patio. **Grant**

Decision Awaited

17/00223 Talbot Cottage. Application to remove Condition 3 of permission 15/00528 to allow retention of 1 velux window to garage + minor material amendment.

New Planning Applications

17/00385 Bay Tree Cottage. Stable block; extension of driveway.

17/0041 Chalford Manor. 2 x single-storey extensions; glazed links; external alterations including solar panels; render.

Trees

CONS/17/0446 Land to West of Minstead Hall. Prune 2 x groups of holly and hazel to form hedge.

11. Correspondence

E-mail correspondence previously circulated:

- HALC: support request for LGC/NALC supplement survey.
- Invitation to *Campaign for National Parks and National Park Societies* conference, 12-14 Oct 2017.

To Read

- *LCU May 2017 and June 2017; Clerks & Councils Direct May 2017; First (June 2017).*

12. Finance

- Receipts & Payments for May 2017:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30 April			11,994.85
Receipts:			
HMRC: VAT refund for payments 2016-17			87.08
Standing Order/Direct Debit payments			
Salaries and expenses			458.90
Debit card payment			
Cheques to pay:			
Lee Byford: Repairs to Footpath 9			200.00
W G Andrews: Chairman's Allowance			230.00
Came & Company: Insurance renewal to 31/05.2018			416.75
Total payments for May			1,305.65
Balance after payments			10,776.28