

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 6 November 2017** at **19.30**

Signed  Parish Clerk

31.10.2017

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 2 October 2017**
- 5. Matters Arising**
- 6. Items Ongoing**
 - Cutting vegetation on Blackwater Road
 - Leaning telegraph pole on Newtown Road
 - Parking in village centre
 - Water leaks and 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. Traffic congestion in Blackwater area**
- 14. Maintaining bridleways across Glebe Field**
- 15. Data Protection Officer for Minstead Parish Council**
- 16. Risk Assessments for Christmas tree and snow clearance**
- 17. Community Resilience: Emergency Plan**
- 18. Remembrance Day Ceremony**
- 19. Matters raised by Councillors**
- 20. Date of next Ordinary Meeting: 4 December 2017 at 19.30**

APPENDIX

10. Planning

Decisions

17/00663 Minstead Manor. Roof alterations to facilitate second floor accommodation; 2no.dormers; first floor extension over existing garage; brick piers and entrance gates; 1.8 metre high railings. **Grant**

17/00657 Grove House. Single-storey rear extension. **Grant**

17/00735 Malwood Walk Farm. 2 no. rooflights to existing outbuilding (for conversion to home office); 2 no. rooflights + re-roof to existing garage/store (for conversion to home studio); stable block/tack room; sewage treatment plant; demolish existing workshop. **Grant**

Decision Awaited

17/00785 Gardeners Cottage. Application for Certificate of Lawful Development for a proposed single storey rear extension.

New Planning Applications

17/00666 Hunters Brook. Application to vary Condition 10 of planning permission 15/00502. Garage to be constructed at different angle to that approved. **[Comment postponed from last meeting pending additional information.]**

17/006776 Barneys. Single storey and two-storey rear extensions; alterations to elevations.

17/00816 The Lodge, Malwood. Creation of access; entrance gates and fencing.

17/00791 Old Off Licence. Single storey extension to existing outbuilding; flue; relocation of existing oil tank.

17/00843 Fleetwater Farm. Retention and completion of extension to existing outbuilding.

17/00848 Minstead House. Replacement outbuilding.

Trees

CONS/17/1041 Whitethorn. Fell 2 x Ash trees.

CONS/17/1046 Field House. Fell 1 x Spruce; fell 1 x Pittosporum; prune 1 x Spruce; prune 1 x Oak.

11. Correspondence

Emails circulated

HCC Highways: Parishes Autumn Workshop - 13th December 2017, 6.30 - 8pm in Winchester.

NFDC: General Data Protection Regulation training on 12 December.

ICO: Certificate of renewal of Data Protection Registration.

To Read

LCU (October, November), *Clerks & Councils Direct* (November), *First, New Forest Matters* (Autumn).

12. Finance

- **Budget and setting of Precept for 2018-2019**
- Donations to (i) New Forest CAB, (ii) All Saints PCC for churchyard maintenance, (iii) Minstead Study Centre towards replacement cover on polytunnel.
- Receipts & Payments for October 2017:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30 September			12,665.38
Receipts:			
Standing Order/Direct Debit payments			
ICO: Annual Data Registration fee	35.00		35.00
Salaries and expenses	458.90		458.90
Debit card payment			
1&1:Domain Renewal fee for 24 months to 10/10/2019	27.96	5.59	33.55

Cheques to pay:			
Total payments for October	521.86	5.59	527.45
Balance after payments			12,137.93