

## **Minstead Parish Council**

Summons to all members of the Council:

You are hereby summoned to attend the Annual General Meeting of Minstead Parish Council  
To be held in the Danby Room, Minstead Hall on **Monday 7 May 2018 at 19.30**

Signed: P Osborne (Parish Clerk)

01.05.2018

### **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:**
  - New Forest Association of Local Councils (NFALC)
  - New Forest Consultative Panel
  - Police Liaison
  - Cadnam Cricket Club
  - Minstead Village Hall Management Committee
  - All Saints PCC
  - Footpaths
  - Minstead Village Website
  - Minstead Mail and Weekly Notices
- 5. To agree meeting dates for 2019** [See proposed dates in Appendix]
- 6. Public Participation Period**
- 7. Declarations of Interests**
- 8. To confirm the Minutes of the Ordinary Meeting held on 9 April 2018**
- 9. Matters Arising**
- 10. Items Ongoing**
  - Community Emergency Plan
- 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. Audit 2017/18**
  - Report from Internal Examiner
  - Approval of Annual Governance and Accountability Return Sections 1 & 2.
- 18. Insurance renewal**

19. **Matters raised by Councillors**

20. **Date of next Ordinary Meeting: 4 June 2018 at 19.30**

**APPENDIX**

5. **Proposed meeting dates in 2019**

7 January, 4 February, 4 March, Wed 20 March (Annual Parish Meeting), 1 April, Tues 7 May or 13 May (AGM), 3 June, 1 July, 5 August, 2 September, 7 October, 4 November, 2 December.

14. **Planning**

**Decisions**

**18/00091** 9, Castle Malwood Lodge. Reconstruction of external panel (Application for Listed Building Consent) **Grant**

**18/00204** Land at Minstead Lodge (SSE). Upgrade existing 11kV overhead line from 2 wire to 3 wire. **No objections**

**Decision Awaited**

**New Planning Applications**

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

**Trees**

**CONS/18/0392** Appletrees Farm. Fell 1 x Ash.

15. **Correspondence**

Emails circulated

To Read

*Park Life.*

16. **Finance**

- Receipts & Payments for April 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 March 2018</b>			<b>7,082.73</b>
<b>Receipts:</b>			
NFDC: Precept			<b>5,000.00</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>			
Mark Bridle: Snow ploughing	175.00	35.00	210.00
HALC: Affiliation fees 2018/19 (£236) + NALC levy (£40)	276.00		276.00
John Murray: Fee for Internal Audit	165.00		165.00
<b>Total payments for April</b>	<b>1,086.08</b>	<b>35.00</b>	<b>1,121.08</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>10,961.65</b>