

## **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 4 June 2018 at 19.30**

Signed: P Osborne (Parish Council Clerk)

30.05.2018

### **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. Public Participation Period**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Annual General Meeting held on 7 May 2018**
- 5. Matters Arising**
  - Parish Representatives: include Facebook under *Communications*, with website, Notices and MM [Item 4].
  - Flooding on roads (junction by Shave Wood; London Minstead). [Item 12 and Item 19]
  - Trees leaning out from hedge on Lyndhurst Road . [Item 19]
  - Animal drinking trough outside Village Shop. [Item 19]
- 6. Items Ongoing**
  - Community Emergency Plan
- 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. Insurance renewal**
- 14. Annual review of Council regulatory documents**
- 15. Matters raised by Councillors**
- 16. Date of next Ordinary Meeting: 2 July 2018 at 19.30**

### **APPENDIX**

#### **14. Planning**

##### **Decisions**

##### **Decision Awaited**

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

## New Planning Applications

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

**18/00226** Land of Thistledown Farm. Manège; drainage network and soakaway.

## Trees

**CONS/0437** Park Farm Cottage. Fell 1 x Willow.

**CONS/0438** Little Paddock. Fell 1 x Cedar.

## 15. Correspondence

### Emails circulated

HALC: Updates on GDPR and Data Protection Bill.

### To Read

*Clerks & Councils Direct (May 2018), Local councils Update (May 2018).*

## 16. Finance

- Receipts & Payments for May 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 30 April 2018</b>			<b>10,961.65</b>
<b>Receipts:</b>			
HMRC: VAT repayment			<b>306.22</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>			
W G Andrews: Chairman's Allowance	235.00		235.00
W G Andrews: Reimburse payment for PC laptop repair	280.40		280.40
<b>Total payments for May</b>	<b>985.48</b>		<b>10,282.39</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			