

## **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 7 January 2019 at 19.30**

Signed: P Osborne (Parish Council Clerk)

02.01.2019

### **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 3 December 2018**
- 5. Matters Arising**
  - Road edges
  - Condition of legs on tree seat on village green
- 6. Items Ongoing**
  - Proposal to close central reservation gap at Rufus Stone junction
  - Consultation on National parks and Areas of Outstanding Natural Beauty
  - Drain outside Old Bakery – observation following rainfall
  - Water leak at Congleton Close
- 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. Minstead Broadband - update**
- 14. Annual Parish Meeting (20.03.19) – topic/speaker**
- 15. The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018**
- 16. Matters raised by Councillors**
- 17. Date of next Ordinary Meeting: 4 February 2019 at 19.30**

## APPENDIX

### 10. Planning

#### Decision Awaited

18/00886 Appletrees Farm. Garage.

18/00890 Peters Hold Farm. Cattle shelter.

#### New Planning Applications

18/00904 Sungate. Outbuilding.

18/00910 Yew Tree House. Conversion of agricultural barn into annexe.

18/00954 Petrol Station, Ringwood Road. Single storey rear extension to sales building to provide sandwich bar.

#### Trees

R14/15/18/1198 High Trees. Fell 1 x Larch tree. *[Exempt work. No comment required.]*

Forestry Commission Streamlined Felling Licence - Woodcrates & Wick Wood. *[For information.]*

CONS/19/0008 Malwood Walk Farm. Fell 1 x Holly.

### 11. Correspondence

#### Emails circulated

- HCC Highways: Town and Parish Council Spring Workshop - 13 March 2019

#### To Read

*Local Councils Update (Dec 2018), Clerks & Councils Direct (Dec 2018),*

### 12. Finance

- Budget report for 3<sup>rd</sup> Quarter [circulated]
- Receipts & Payments for December 2018:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 30 November 2018</b>			<b>10,850.61</b>
<b>Receipts:</b>			
<b>Standing Order/Direct Debit payments:</b>			
Salaries and expenses	470.08		470.08
<b>Debit card payment:</b>			
John Lewis: HP Envy 5030 all-in-one printer/scanner + delivery	44.58	8.91	53.49
Cartridge people: Printer inks	30.98		30.98
<b>Cheques to pay:</b>			
P Osborne: salary arrears 1/4/2017 to 31/12/2018	143.42		143.42
L Byford: Replacement of two stiles on FP6	120.00		120.00
M Bridle: Hedge cutting (Footway + Church Close)	42.00	8.40	50.40
<b>Total payments for December</b>	<b>851.06</b>	<b>17.31</b>	<b>868.37</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>9,982.24</b>