

## **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 1 April 2019 at 19.30**

Signed: P Osborne (Clerk)

27.03.2019

### **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 18 March 2019**
- 5. Matters Arising**
  - Annual Parish Meeting (20/03/19)
- 6. Items Ongoing**
  - Road edges (inspection with an engineer, review) *[Item 6]*
  - Water leak at Congleton Close *[Item 6]*
  - Traffic Survey data (Mill Lane) *[Item 5]*
  - Village notice board *[Item 5]*
- 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. Resolution:** *To be resolved that the February meeting minutes be added to record that "The PC agreed to release funds to the Minstead Village Community Shop Working Group, initially to fund joining Plunkett and for formation of Community Benefit Society and to retain the balance of their overall request (total £2000) pending successful completion of those items."*

Proposed by Chairman Cllr Andrews, seconded by Vice-Chairman Cllr Cattell.
- 14. Minstead Community Fibre Broadband scheme**
- 15. Matters raised by Councillors**
- 16. Date of next Annual General Meeting: Tuesday 7 May 2019 at 19.30**

## APPENDIX

### 10. Planning

#### Decisions

**19/00195** Land of Williams Farm. Replacement barn; demolition of existing barn (Application for a Non-material amendment to Planning Permission 18/00591). **No objections**

**19/00053** Upcerne. Carport. **Grant**

#### Decision Awaited

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

**19/00115/LDCE** Malwood Walk Stables. Application for Certificate of Lawful Development for Existing use of dwelling in breach of Condition 2 (agricultural Occupancy) of planning permission NFDC/78/10690.

#### New Planning Applications

**19/00205** Home Farm, Pear Tree Lane. Internal alterations (Application for Listed Building Consent.)

#### Trees

**CONS/19/0231** Chestnut Cottage, Ringwood Road. Prune 1 x Horse chestnut.

### 11. Correspondence

Emails circulated

To Read:

### 12. Finance

- Receipts & Payments for March 2019:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 29 February</b>			<b>10,180.16</b>
<b>Receipts:</b>			
NFDC: Cllr Mrs Andrews (Community Grant)			<b>150.00</b>
<b>Standing Order/Direct Debit payments:</b>			
Salaries and expenses	481.08		481.08
<b>Debit card payment:</b>			
<b>Cheques to pay:</b>			
WG Andrews: reimbursement for postage	51.06	10.21	61.27
All Saints PCC: donation towards churchyard maintenance	300.00		300.00
P Osborne: admin expenses for 3 <sup>rd</sup> and 4 <sup>th</sup> quarters (£32.88) + salary arrears for 2018/19 (£4.02)	36.90		36.90
S Short: salary arrears for 2018/19	1.24		1.24
HMRC: PAYE for 4 <sup>th</sup> Quarter	380.60		380.60
<b>Total payments for March</b>	<b>1,250.88</b>	<b>10.21</b>	<b>1,261.09</b>
<b>Balance after payments (This balance is in addition to £6,000 reserve)</b>			<b>9,069.07</b>