

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 remotely on **Tuesday 4 May 2021 at 19.30**

Signed: P Osborne (Parish Clerk)

29.04.2021

AGENDA

Under current Covid-19 Emergency Regulations, all members will participate from home

1. **Apologies for Absence**
2. **Election of Chairman**
3. **Declarations of Acceptance of Office by Chairman**
4. **To agree amount of Chairman's Allowance**
5. **Allocation of Parish Representatives/Responsibilities**
6. **Meeting dates for 2022**
7. **Public Participation Period**
8. **Declarations of Interests**
9. **To confirm the Minutes of the Ordinary Meeting held on Monday 12 April**
10. **Matters Arising**
 - Village Fete 2021: Jo Vardy is willing to organise this for 21 August
11. **Items Ongoing**
 - Cricket ground – renewal of licence
12. **Reports from County/District Councillors**
13. **Reports from Parish Representatives**
14. **Report from Lengthsman**
15. **Planning** [See Appendix]
16. **Correspondence** [See Appendix]
17. **Finance** [See Appendix]
18. **Audit 2020/2021**
 - Report by Internal Auditor
 - Annual Governance and Accountability Return Sections 2 & 3
19. **Insurance renewal**
20. **Grants policy**
21. **Appointment of New Clerk and RFO**
22. **Matters raised by Councillors**
23. **Date of next Ordinary Meeting: 14 June 2021 at 19.30**

APPENDIX

10. Planning

Decisions

20/00961 South Lodge, Football Green. Single storey extension.

Grant

21/00073 Willow Green. Greenhouse.

Grant

21/00158 Camphill Cottage, Emery Down. Single storey infill extension; external door.

Grant

Decision Awaited

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

21/00128 Mill Lane Cottage. 1no. outbuilding; demolition of 2no. outbuildings.

21/00132 Mill Lane Cottage. Replacement outbuilding with room over; demolition of existing outbuilding.

21/00015 Marleys. Barn; stables; garage with attached carport; demolition of existing outbuilding.

21/00214 Williams Hill Farm. Replacement stables.

New Planning Applications

21/00378 Belwood Cottage, Peartree Lane. Two storey extension; single storey extension; alterations to garage to form additional habitable floorspace; alterations to doors and windows; roof alterations including rooflights; demolition of attached store; demolition of conservatory; removal 1no. chimney.

21/00367 Robins Bush Farm. Dormer windows; oriel window.

21/00392 Land of Cartref Lodge. Manège

Trees

CONS/21/0197 Fleetwater House. Fell 2 x individual Ash, 1 x Oak, 1 x group of Ash; Prune 1 x Beech.

CONS/21/0203 Whitethorn. Fell 1 x Redwood, 1 x Silver Birch.

CONS/21/0206 Gardeners Cottage. Fell 1 x Fir tree.

11. Correspondence.

To Read: LCU, Clerks & Councils Direct.

12. Finance

- Banking and Online Payments Control
- Renewal of authorisation of payments by Standing Order, Direct Debit, Online bank transfer.
- Receipts & Payments for April 2021:

	£	£	£
	Net	VAT (recoverable)	
Balance at 31 March			25,622.22
Receipts:			
NFDC: Precept			5,750.00
NFDC: Restart Grant			8,000.00
HCC: Parish Lengthsman Scheme			1,100.00
Standing Order/Direct Debit payments:			
SOs: Salaries and expenses	527.60		527.60
Debit card payment:			
1&1 IONOS: website monthly fee + Extended support	12.03	2.41	14.44
Cheques/Online payments:			
HALC: Affiliation Fees 2021/22 + NALC Levy 2021/22	315.17		315.17
P Osborne: mileage for audit (2 trips) 104 ml x 45p	46.80		48.60
Total payments for April 2021	891.60	2.41	904.01
Balance after payments (In addition to £6,000 in reserve.)			39,568.21