

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 **Danby Room at Minstead Hall on Monday 2 August 2021 at 19.30**

Signed: B Mollett (Parish Clerk)

26.07.2021

AGENDA

- 1. Apologies for Absence**
- 2. Public Participation Period**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Ordinary Meeting held on Monday 5 July 2021**
- 5. Matters Arising**
 - 8. Parish Council Reports
 - Cllrs Saunders Bennett/Saunders to agree drop-off point for fete items
 - Cllr Bennett to contact PCSO Williams regarding public meeting
 - 11. Regulatory Docs Review – Clerk to apply updates and review with Cllrs
 - 15. Matters Raised by Cllrs
 - Plan for A326 and Waterside Transportation responses due end August. Cllrs to review and respond due end of August
 - A31 /C17 signpost has been wiped out. Cllr Smith to report to Highways England
 - Stalled roadworks on C17 between Sinefield and Fishpond Piece - Cllr Andrews will address this issue with Hampshire Highways & keep Lyndhurst PC informed
 - Support for elderly parishioners occasional transport with Minstead Resilience to offer possible support - Cllr Bennett agreed to consider a response, and Cllr Andrews mentioned that Cllr Mrs Andrews had just suggested contacting Community First whose “Call&Go scheme” might cover this.
- 6. Items Ongoing**
 - Cricket ground
- 7. Reports from County/District Councillors**
- 8. Reports from Parish Representatives**
- 9. Report from Lengthsman**
- 10. New Forest Partnership Plan – Next steps to be agreed**
- 11. Planning [See Appendix]**
- 12. Correspondence [See Appendix]**
- 13. Finance [See Appendix]**
- 14. Matters raised by Councillors**
- 15. Date of next Ordinary Meeting: 6 September 2021 at 19.30**

APPENDIX

11. Planning

Decisions

Non-Applicable

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.

21/00378 Belwood Cottage, Peartree Lane. Two storey extension; single storey extension;

21/00505 - MERRIE ORCHARD, FOOTBALL GREEN, MINSTEAD, LYNDHURST, SO43 7FR

21/00565 - Land of Furzey Gardens, Off School Lane, Minstead, SO43 7GL

21/00512 - MY WAY, THE GROVE, MINSTEAD, SO43 7GG

21/00513 - OAKFIELDS, STONEY CROSS PLAIN ROAD, STONEY CROSS, LYNDHURST, SO43 7GP

Applications Deferred (from last meeting)

None-Applicable

New Planning Applications

21/00652 - WHITETHORN, CHURCH LANE, MINSTEAD, LYNDHURST, SO43 7FY

Trees

CONS/21/0362 - Glebe Cottage, Lyndhurst Road, Minstead, Lyndhurst, SO43 7FY
Pollard 1 x Eucalyptus tree, Pollard 2 x Willow trees and Prune 1 x Oak tree

12. Correspondence.

To Read: LCU, Clerks & Councils Direct.

13. Finance

- **Q1 2021 Budget Report**
- **Payments for approval**
 - **Quarterly PAYE Payments to 6th June (Payee HMRC) Adjustment (retrospective approval)**
 - Amount- £22.20
 - This July payment was adjusted due to late receipt of additional amount due from HMRC
 - Payment was made 20/7 – Paid by B. Mollett (Clerk) and Authorised by Cllr Andrews
 - **Minstead Hall – Payment for use of Danby Room June 2021 to Mar 2022**
 - Amount £388.08 (2 x invoices)
 - **Minstead Flower Show – Hall Booking Costs**
 - Amount £429.96 (1 x invoice)
 - **PKF Littlejohn LLP – External Audit Fee**
 - Amount £240 (£200+VAT)
- **Receipts & Payments for July 2021:**

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance at 30 June			37,922.99		
Receipts:					
N/A					
Standing Order/Direct Debit payments:					

SOs: Salaries and expenses	302.38		302.38		
Debit card payment:					
1&1 IONOS: website monthly fee (Pending)	5.00	1.00	6.00		
Cheques/Online payments:					
J K Murray – Internal Audit Fee	180.00		180.00	BM	WA
HMRC PAYE (260 plus adjustment 22.20)	282.20		282.20	BM	WA
Minstead Community Shop (Grant)	1000.00		1000.00	BM	WA
Printer Ink (Re-Imburse to Clerk)	18.14	3.64	21.78	WA	RT
Total payments for July 2021	1787.72	4.64	1792.36		
Balance after payments (In addition to £6,000 in reserve.)			36130.63		