

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 **Darby Room at Minstead Hall on Monday 13 June 2022 at 19.30**

For Public attendance please use the following Zoom Meeting link to join us:

<https://us02web.zoom.us/j/81727382900?pwd=OC9KM0w1OWZWRWpoMHF6L1NYS3RXZz09>

Meeting ID: 817 2738 2900 Passcode: 123692

****Please notify minsteadclerk@gmail.com if you wish to attend via Zoom**

Signed: B Mollett (Parish Clerk)

07.06.2022

AGENDA

- 1. Apologies for Absence**
- 2. Public Participation Period**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Annual Meeting held on Tuesday 3rd May 2022 and of the Extraordinary Meeting held on Friday 27th May 2022**
- 5. Matters Arising**
 - Carried Forward
 - Drainage on Village Green
 - *Working party to discuss before June meeting*
 - Footpath Closure
 - *Cllr Taylor to review for further action if needed*
 - Community Resilience – Issues experienced during recent major power outage
 - *Cllr Bennett will review plan in particular considering volunteers to support at risk parishioners in these circumstances.*
 - Issues on Red House Path
 - *Cllr Saunders to contact Lengthsman to discuss options to redress*
 - Code of Conduct
 - *Cllr Hough and Clerk to prepare final version for approval*
 - *Also consider inclusion in Standing Orders and review of title (c/fwd)*
 - DISC Program (Rural Times)
 - *Cllr Bennett to speak to PCSO Williams for further information*
 - New Forest for Ukraine
 - *Whilst we have received a response from NFDC the council will await further information before publicising.*
 - *Cllr B Andrews to follow-up with Matt Wisdom (NFDC)*
 - Notify NFALC of Jubilee Events - *Cllr B Andrews to follow-up and advise NFALC*
 - Trees Risk Assessment
 - *Cllr Smith to contact a qualified parishioner for assistance*
 - Incomplete C17 Roadworks
 - *Cllr B Andrews to report again*
 - Tree work on entrance road to village (reported by Cllr Hough)
 - *Cllr Taylor to inspect and recommend next steps if required*
 - LTP(4) consultation required a response (due by 26 June)

- *Cllr Hough to draft with assistance from Cllr Taylor*
- “Take Your Litter Home” Signage Plans
 - *Cllr B Andrews to follow-up on any plans for removal*

6. Items Ongoing (For Updates)

- Gigabit Scheme
- Queens Green Canopy (Green Group)
 - Green Group to be established by Cllr Taylor and interested parishioners
 - Cllr Taylor to invite Cllr Smith to join the group
 - Group to consider waterways and regeneration of village entrances within its scope

7. Reports from County/District Councillors

8. Reports from Parish Representatives

9. Report from Lengthsman

10. Village Fete (raised by Cllrs Bennett and Taylor).

- **Motion “To appoint Minstead Summer Fete Sub-Committee”** proposed by Cllr Bill Andrews

11. Regulatory Documents – Status Update

12. Training Support for Clerk (refer attachment sent with agenda)

- **Motion “To support Clerk’s training and associated costs”** proposed by Cllr Bill Andrews

13. Planning [See Appendix]

14. Correspondence [See Appendix]

15. Finance [See Appendix]

16. Matters raised by Councillors

17. Date of next Meeting: Monday 4 July 19:30

13. Planning

Decisions

None 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.

21/01041 Broadwood, Church Lane, Minstead, SO43 7FY

21/01081 Park Farm House, Lyndhurst Road, Minstead, Lyndhurst, SO43 7FY

22/00037 LITTLE SKYMERS, STONEY CROSS PLAIN ROAD, NEWTOWN, MINSTEAD, SO43 7GF

22/00254 Land Adjacent Brambletye, Emery Down, SO43 7GA

New Planning Applications

22/00201 Garden Cottage, Ringwood Road, Stoney Cross, Lyndhurst, SO43 7GN

Single storey extension; loggia; patio; replace 1no. window with doors

22/00334 NORTH LODGE, LYNDHURST ROAD, MINSTEAD, SO43 7FY

Single storey extension; replacement post and rail fencing

Trees

CONS/22/0225 Whitethorn, Church Lane, Minstead, Lyndhurst, SO43 7FY

Fell 1 x Silver Birch tree

14. Correspondence

New items for circulation

New website for HALC

15. Finance

- **Payments approved between meetings (by email)**

- Flag replacement (re-imburse) £93.53
- Insurance Renewal (Came & Co) £866.32

- **Payments for approval**

- HALC Training Invoices (x2) £522.00
- Hall Room Rental (x2) £560.96
- Clerk Travel Expenses – 2 x Training Courses
 - 40 miles @ 0.45/mile £18.00
 - 68miles @ 0.45/mile £30.60

Receipts & Payments for May 2022:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance as at 30 April			41086.44		
Receipts:					
Cllr D Andrews (NFDC) Jubilee Donation			250.00		
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	541.85		541.85		
Debit card payment:			0.00		
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
Cheques/Online payments:					
HALC Membership	317.76		317.76	BM	HB
JK Murray (I/Audit)	195.00		195.00	BM	HB
B Mollett (Travel Expenses)	23.40		23.40	HB	RT
A Ferguson (Flag Re-imburse)	77.94	15.59	93.53	BA	RT
Came & Co (Insurance)	866.32		866.32	BM	RT
Minstead Hall (Jubilee Dontn)	250.00		250.00	BM	RT
Community Shop (Jubilee Tea Dontn)	500.00		500.00	BM	BA
Total payments for May 2022	660.38	4.52	2793.86		
Balance after payments (plus £6,000 in reserve)			£38,542.58		