

Extraordinary Meeting of Minstead Parish Council

In the Danby Room

Friday 27th May 2022 at 6.00 pm

Present:

Cllrs W. Andrews (chair), H Bennett, M. Causton, G Hough, G Saunders, J. Smith, R. Taylor. Cllr H. Bennett took the minutes in the absence of the Clerk.

1. Apologies

Clerk (Barry Mollett)

2. Declaration of Interest

Cllr Bennett declared a personal and prejudicial interest in both Motions in Agenda Items 3 and 4. All attendees were shown an email trail between Matt Wisdom NFDC (Monitoring Officer) and Cllr Bill Andrews who was seeking clarification as to whether Cllr Bennett should declare an interest. Following discussion at the meeting it was agreed that if Motion three were to be adopted Cllr Bennett could be actively involved in discussion and voting of Motion four.

3. Consideration of motion: To appoint Minstead Jubilee Tea Party Organising Committee of Cllr Helen Bennett, Mrs Sylvia Dibben, Mrs Kay Nicholson, and Mrs Liz Randall as a sub committee of Minstead Parish Council for this event.

The motion was Proposed by Cllr Bill Andrews and seconded by Cllr Richard Taylor. **The motion was unanimously carried by all present.**

4. Consideration of motion: To approve top-up funding from PC of £ for Minstead Jubilee Tea Party.

It was agreed that this motion was now incorrect and should be amended. Amendment of the motion was proposed by Cllr Andrews, seconded by Cllr Taylor and **unanimously agreed.**

Consideration of Amended Motion: To approve top-up funding from the Parish Council to cover any outstanding costs for Minstead Jubilee Tea Party not already accounted for by donations received.

Those present were advised of the donations received to date and an expenditure spreadsheet showing expenditure made to date was shared with those present. They were also advised of the numbers who are likely to attend.

The motion was proposed by Cllr Bill Andrews seconded by Cllr Richard Taylor. **The motion was unanimously carried by all present.**

Matters arising from this discussion:

Current Rates for Minstead Village Hall

Cllr Hough expressed concern about the cost of the hall for an event such as this and there was consensus of agreement from other Councillors.

Cllr Andrews at this juncture declared a personal and prejudicial interest as he is Chairman of Minstead Village Hall. He remained in the meeting to answer this point.

Cllr Andrews explained that the additional discretionary discounts on Local Hiring fees had to be removed in 2019, that fees were last reviewed in April 2022 when they were increased by the then rate of inflation, and that the rates will be reviewed again in April next year. At that time consideration will again be given to a discount in Local rates but will be dependent upon the Hall's financial position.

Outstanding Tasks for the Jubilee Tea Party

A discussion was held about what else needs to be done with regard to prepare for the Tea Party. It was agreed that a risk assessment should be done for the event. Cllr Bennett agreed to do this. Cllr Andrews agreed to send Cllr Bennett a copy of Minstead Hall's risk assessment to use as a template, but he did advise that it was a risk assessment for the building not an event.

5. Any Other Business

Unwarranted advertising of the Jubilee Tea party on the New Forest Benefice website.

Cllr Bennett reported that it appears that the event has been put on the Benefice Notice board without any guidance that it was a ticketed event and that applications for tickets had closed. This was raising concerns amongst the subcommittee that people turn up with out registering. Cllr Bennett to consider using wrist bands. Cllr Bennett reported that

someone was trying to contact David Potterton to ensure the correct information was given out. Cllr Hough offered to put something on Facebook when we have established on which Facebook page it has been posted.

Village Fête

There was a discussion of the need to have a subcommittee for the fête. Jo Vardy is co-ordinating the fête and there is a need to have a PC subcommittee to enable the fête to be covered by the council insurance. Item to be put on the June agenda to appoint a subcommittee.

This Extraordinary meeting closed at 6.50pm.