

## **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 1 August 2022 at 19.30**

Any members of the public wishing to attend please notify the Clerk by email:

[minsteadclerk@gmail.com](mailto:minsteadclerk@gmail.com)

Signed: B Mollett (Parish Clerk)

26.07.2022

### **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 4 July 2022**
- 5. Matters Arising**
  - Carried Forward
    - Drainage on Village Green
      - Rodding was planned to take place on 11 July
    - 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 (c/fwd)
    - 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)
      - Clerk has registered on behalf on council (Closed)
    - Trees Risk Assessment
      - Cllr Smith has received one quote and is awaiting others
    - Incomplete C17 Roadworks
      - Cllr Heron has followed up awaiting action awaiting response (c/fwd)
    - Tree work on entrance road to village (reported by Cllr Hough)
      - Cllr Taylor has inspected, Cllr Hough to provide further photos (c/fwd)
    - Landowners designating paths
      - Owners of Glebe land will discuss with other owners and advise Cllr B Andrews of next steps.
      - It is noted that since the meeting HCC has contacted the council and advised that they are reviewing the existing application.
    - Catchment Management Plan
      - Cllr Taylor has reviewed and council will not comment on the plan (Closed)
  - Footpaths – Issues on Bridleway 10 had been reported
    - Cllr Saunders to investigate
  - Licensing Application Minstead Lodge
    - Clerk has responded on behalf of council and receipt acknowledged (Closed)
  - Jubilee Tea Party
    - Cllr Bennett to send photos to Cllr Smith for storage
    - Cllr Smith, Hough and Clerk to review best options for publicising

- 6. Items Ongoing (For Updates)**
  - None applicable
- 7. Reports from County/District Councillors**
- 8. Reports from Parish Representatives**
- 9. Report from Lengthsman**
- 10. Collection of Highway Signs and Paraphernalia within the village**
- 11. HCC Consultation on 20mph Speed Limits**
- 12. State of Repaired Cattlegrids – Running Hill and Walter Tyrell Lane**
- 13. Regulatory Documents Updates for Approval**
- 14. Planning** [See Appendix]
- 15. Correspondence for circulation** [See Appendix]
- 16. Finance** [See Appendix]
- 17. Date of next Meeting: Monday 5 September 19:30**

## APPENDIX

### 14. Planning

#### Decisions

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

**Grant Subject To**

#### 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.

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

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

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

#### New Planning Applications

**22/00479** Sinefield, Emery Down, Lyndhurst, SO43 7GA

Application for a Certificate of Lawful Development for continued use of land as residential curtilage

**22/00514** Woodman Cottage, Lyndhurst Road, Minstead, SO43 7FY

Application for a Certificate of Lawful Development for ancillary use of outbuilding and associated alterations

#### Trees

**CONS/22/0315** Broadwood, Church Lane, Minstead, SO43 7FY

Prune 1 x Common Beech tree

### 15. Correspondence

2 x new items for circulation

## 16. Finance

- **Payments Raised between Meetings**

- Final settlement for Jubilee Tea Party £5.21

- **Payments for approval**

- Fees for Clerk CILCA Registration (re-imburse) £410.00
- Invoice circulated with agenda

### Receipts & Payments for July 2022:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
<b>Balance as of 30 June</b>			37,424.13		
<b>Receipts:</b>					
None Applicable					
<b>Standing Order/Direct Debit payments:</b>					
SOs: Salaries and expenses	558.31		558.31		
<b>Debit card payment:</b>					
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
HMRC PAYE Q1	66.44		66.44	BM	
<b>Cheques/Online payments:</b>					
Forces Day Flag (re-imburse)	62.33		62.33	BM	BA
Minstead Hall (Room Rental)	554.96		554.96	BM	BA
Jubilee Tea Party (re-imburse)	5.21		5.21	BM	RT
<b>Total payments for July 2022</b>	<b>1,252.25</b>	<b>1.00</b>	<b>1,253.25</b>		
<b>Balance after payments (Plus £6,000 in reserve)</b>			<b>£36,170.88</b>		