

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 3 October 2022 at 19.30**

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

minsteadclerk@gmail.com

Signed: B Mollett (Parish Clerk)

27.09.2022

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 5 September 2022**
- 5. Matters Arising**
 - Carried Forward
 - Drainage on Village Green
 - Cllr Taylor will speak to parishioner about manhole repair and positioning
 - Community Resilience
 - Cllr Smith reviewing current plan
 - Code of Conduct
 - Final version to be published by clerk
 - Trees Risk Assessment
 - Cllr Smith to follow up and obtain quotes for further work on key areas
 - Footpath issues on Bridleway 10
 - Cllr Saunders to follow-up
 - Church Footpath Needs Attention
 - Cllr Saunders to raise with contractor who has previously worked on this path and then possibly liaise with landowners if required
 - Lengthsman Activities
 - Cllr Smith will review options for repairing phone box near Village Green liaise with Cllr Saunders
 - Clerk to prepare list of planned Lengthsman tasks and publish with agenda
 - DISC Usage
 - Cllr Bennett to follow-up with PCSO Williams on usage of DISC system (completed)
 - Clerk to follow-up with contact from PCSO Williams
- 6. Items Ongoing (For Updates)**
 - Minstead Green Group
 - GIGABIT Scheme
- 7. Reports from County/District Councillors**
- 8. Reports from Parish Representatives**
- 9. Report from Lengthsman**
- 10. Subject Access Request (SAR) Received**
 - Response has been hand delivered to parishioner (Closed)

11. Complaints Policy

- Final version sent with agenda
- Proposal to adopt policy and publish

12. Planning [See Appendix]

13. Correspondence for circulation [See Appendix]

14. Finance [See Appendix]

15. Date of next Meeting: Monday 7 November 19:30

APPENDIX

12. Planning

Decisions

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

Grant Subject To

22/00334 NORTH LODGE, LYNDHURST ROAD, 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.

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

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

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

New Planning Applications

22/00632 Greenview, Football Green, Minstead, SO43 7FQ

Single storey extension; alterations to doors and windows; removal of conservatory

Trees

TPO/22/0418 HIGHTREES, LYNDHURST ROAD, MINSTEAD, SO43 7FX

Prune 1 x Oak tree

Prune 1 x Oak tree, Fell 2 x Leyland Cypress trees, Fell 1 x Monterey Cypress tree,

Prune 1 x Oak tree, Fell 1 x Fir tree

CONS/22/0419 BILBERRY COTTAGE, NEWTOWN ROAD, NEWTOWN, MINSTEAD, SO43 7GD

Prune 1 x Oak tree

CONS/22/0421 FLEETWATER FARM, NEWTOWN ROAD, NEWTOWN, MINSTEAD, SO43 7GD

Prune 1 x Tulip Poplar tree, Prune 1 x Maple tree

CONS/22/0446 Williams Farm, Lyndhurst Road, Minstead, SO43 7FP

Fell 1 x Oak tree, Fell 1 x Ash tree, Deadwood 1 x Oak tree (Exempt works - included for information only)

13. Correspondence

Election Correspondence received from NFDC for possible promotion

Items for circulation and return

14. Finance

- **Payments for approval**

- New Forest District Council (Drainage Works) £456.00
- Clerk Travel Expenses
 - Training Course 28mils @ 0.45p £12.60
- HMRC – PAYE Q2 £68.44

- **Budget Report for Q2 2022-23**

- Budget report distributed with papers

Receipts & Payments for September 2022:

	£	£	£		
	Net	VAT (recoverable)		Paid By	Auth'd By
Balance as of 31 August			35196.57		
Receipts:					
NFDC (Precept)			6000.00		
Standing Order/Direct Debit payments:					
SOs: Salaries and expenses	558.31		558.31		
Debit card payment:					
1&1 IONOS: Monthly Fee	5.00	1.00	6.00	BM	
Cheques/Online payments:					
A Ferguson (Flag Re-imburse)	62.33		62.33	BM	RT
CommuniCorp (Subscription)	75.00		75.00	BM	RT
Mark Bridle (Hoggin - Cricket Pitch)	165.00	33.00	198.00	BM	RT
Tree Management (Risk Assess)	325.00	65.00	390.00	BM	BA
Total payments for September 2022	1190.64	99.00	1289.64		
Balance after payments (plus £6,000 in reserve)			£39,906.93		