

Minstead Parish Council

To: All members of Minstead Parish Council

You are hereby summoned to attend the Ordinary Meeting of Minstead Parish Council to be held in the **Danby Room at Minstead Hall on Monday 2nd October 2023 at 19:30.**

Any members of the public wishing to attend please notify the clerk by email at minsteadclerk@gmail.com

Signed: *Diana O'Grady* (Parish Clerk)

26.09.2023

AGENDA

1. Apologies for Absence: Cllr Bennett
2. Public participation Period
3. Declaration of Interests and dispensation requests
4. To confirm the minutes of the Ordinary Meeting held on Monday 4th September 2023
 - Reference minutes of meeting held on 4th Sept 2023. "Clerk mileage 04 August to attend council meeting (36 miles @45p) £16.20 was approved."
Resolve that this action is not taken and approval is countermanded, because bank statement shows it has already been paid by transaction dated 10.08.2023
5. Matters Arising
 - Bring attention to the NFDC consultation on proposal to relax planning rules
 - Bring attention to the Safer New Forest Partnership questionnaire
6. Items ongoing
 - **Minstead Green Group**, Cllr Smith
 - **Village appearance**, Cllr Hough
 - **Cricket pavilion**, Cllr Smith
 - **Police liaison**, Cllr Bennett
 - **Snow plough contract** Cllr Bennett
7. Reports from County / District Councillors
8. Reports from Parish representatives
9. Report from Lengthsman
10. Planning (See Appendix)
11. Correspondence (See Appendix)
12. Finance (See Appendix)
13. PC Laptop software
14. Minstead security

Next Parish Council Meeting will be 6th Nov at 19:30 in the Danby Room of the Village Hall.

Minstead Parish Council

APPENDIX

10. Planning

New Applications

23/00879 Full The Cottage, Toms Lane Corner, STONEY CROSS PLAIN ROAD, NEWTOWN, LYNDHURST, SO43 7GF

Timber store and stable building

Decisions

NONE

Decisions Awaited

Validity of the following being checked

18/00954 Petrol Station, Ringwood Road

Single storey rear extension to the sale building to provide sandwich bar.

Awaiting the result of negotiation.

22/00752 The Orchard, The Grove, Lyndhurst SO43 7GG

Outbuilding with solar panels.

Awaiting information from the agent.

Trees

23/01148CONS BRAMBLE TYE, PEARTREE LANE, EMERY DOWN, SO43 7FH

Fell 1 x Sweet Chestnut tree

11. Finance

- **Payments for approval**
 - Payment due to HMRC for employer's PAYE £161 (due by 22.10.2023)
 - Payment Clerk September net salary of £409.57
 - Authorisation to set up monthly S/O for Clerk salary
 - Payment Clerk mileage for September £2.43
 - Repay Cllr Andrews for IONOS monthly fee £14.44 inc VAT (New PC Payment card not yet received)
- **Internal Audit for 2023 – 2024**
 - Confirmation of Appointment of new internal auditor.
- **Receipts and Payments for September 2023**
 - Please see following table

Minstead Parish Council

Receipts & Payments 01 September to 30 September 2023					
	£	£	£		
NB VAT is recoverable	Net	VAT	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance as of 1 st September 2023 (Inc Reserves)			38705.17		
Receipts:					
NFDC Precept 2023/24			6000.00		
Total Receipts to 30th September 2023			6000.00		
Payments:					
Standing Order/Direct Debit payments					
Lengthsman salary (Will be Paid 2 nd Oct)					
Debit Card payments					
Cheques & BACS payments					
Communicorp subscription renewal for Clerks & Councils Direct	80.00	0.00	80.00	BA	GH
Total Payments to 30th September 2023	80.00	0.00	80.00		
Balance at Bank 30 September 2023			44625.17		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
Reserves total			26000		
Balance (excluding reserves)			18625.17		