

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the Danby Room at Minstead Hall on Monday 4th March 2024 at 19:30.

All minutes are draft until ratified by the Council at the next meeting.

Present: Cllr Andrews (Chair)
Cllr Hough
Cllr Pascoe
Cllr Causton
Cllr Bennett
Cllr Smith
Cllr Stratford

In attendance: Diana O’Grady (clerk)

45. Apologies for Absence

Cllr Hilary Brand

46. Declaration of Interests and dispensation requests

None declared

47. To confirm the Minutes of the Ordinary Meeting held on Monday 5th February 2024

Agreed and signed by Cllr Andrews

48. Items ongoing

- Approval of Financial Regulations
 - Proposed Cllr. Hough, seconded Cllr Smith. Agreed unanimously
- Review of Standing Orders
 - Reviewed in Sept 2023 and therefore current
- Approval of Council Risk assessment
 - Proposed Cllr. Pascoe, seconded Cllr Bennett. Agreed unanimously
- Approval of Council Asset Register
 - Proposed Cllr. Bennett, seconded Cllr Smith. Agreed unanimously
- Approval of migrating to the Scribe Lite accounting system
 - Proposed Cllr. Hough, seconded Cllr Smith. Agreed unanimously

49. Village appearance

Action ongoing for Cllr Andrews.

50. Cricket Pavilion

Cllr Smith searching for a third quote

51. Reports from County / District Councillors

District Councillor report, Cllr Brand

- Have received information from Hampshire Highways re what needs to be done to make a road or area a 20mph zone.
- Attended Planning committee main plan of concern was 170 houses at Milford.
- Raised a ticket for a broken gate at Race Course View.
- Met with residents regarding road issues.
- Raised a further ticket for issues in Silver Street with drainage and asked the Lyndhurst Lengthsman to clear it for the time being.
- Liaising with NFDC regarding finding a home for a person that has found themselves homeless.

Minstead Parish Council

- Attended Full Council meeting where the budget for the year was discussed. I raised a question regarding bin bag delivery and how the council becomes aware of and manages issues that are reported over the phone. I await an answer.
 - Attended The Lyndhurst Chamber of Trade meeting to meet old and new traders to the High Street.
 - Attended the Lyndhurst Village Lights Committee Meeting.
52. Reports from Parish representatives
- Lyndhurst Good Neighbour scheme co-ordinator Sylvia Prince 0845 0945 818
 - Cllr. Bennett attended the NE Quadrant meeting
 - Fly tipping is a particular problem
 - Cllr Pascoe Some concern about how people will manage up to 4 x bins
 - Cllr Stratford will be going to the HCC Future Services consultation
 - National Park trying to get younger people more interested in New Forest issues
 - Moves to involve youth more in decisions made about the New Forest
 - New Partners Board being set up. The New Forest is the lead partner, others include Habitats Trust, Southampton National Park City, Theatre for Life
 - NFALC deciding how to respond to temporary campsites consultation
 - Cllr Smith is supporting the village shop web pages through personnel changes
 - Cllr Hough Junior Minstead's panto dates are 22nd and 23rd March. Tickets are available from The Community Shop and on the door.
53. Report from Lengthsman
Nothing to report for Feb 24 as the weather has been too bad. Hoping to get out again soon.
54. Correspondence
- Clerks and Councils Direct
 - Local Councils Update
55. Planning (See Appendix)
56. Finance (See Appendix)
57. Upcoming Meetings
- Annual Parish Meeting (for parishioners) will be on **Wednesday 27th March** in the main hall.
 - Next Ordinary Parish Council meeting **Monday 8th April 2024 at 19:30** in the Danby Room of the village hall.

Meeting closed 20:45

Minstead Parish Council

Appendix

55. Planning

New Applications

None

Trees

24/00162CONS Little Paddock, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43 7GD
Re-Pollard 2 x Willow trees

Decision: No comment

24/00220CONS Malwood Walk Stables, NEWTOWN ROAD, MINSTEAD, LYNDHURST,
SO43 7GD

Fell 8 x Oak trees (shown as T1 to T8 on the plan)
Group of 6 Conifer trees (shown as G1 on the plan)

Decision: No comment

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.

56. Finance

- Payments for approval
 - Clerk mileage Jan £2.43
 - Approved
 - Monthly Direct Debit to Scribe £12 per month
 - Approved, invoice requested when it is received
 - Salaries and HMRC payment in March 2024
 - Approved
- Receipts and Payments for February 2024
Please see following table
 - Cllr Andrews proposed , Cllr Bennett seconded

Minstead Parish Council

Receipts & Payments 01 February to 29 February 2024					
	£	£	£		
NB VAT is recoverable	Net	VAT	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance at 01 February 2024 (inc reserves)			40775.40		
Receipts:					
Total Receipts to 29 February 2024			0.00		
Payments:					
Standing Order/Direct Debit payments					
Lengthsman salary Feb			88.78		
Clerk salary Feb			448.30		
Clerk wfh Feb			20.00		
Debit Card payments					
1&1 Ionos annual + monthly fee (Basic annual £132 + site scan and repair £6)	138.00	27.60	165.60		
Cheques & BACS /FPO payments					
Clerk mileage Jan			2.43	WA	GH
Forestry England			50.00	WA	HB
Forestry England			250.00	WA	HB
Total Payments to 29 February 2024	138.00	27.60	1025.11		
Balance at Bank 29 February 2024			39750.29		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
Total Reserves			26000		
Balance (excluding reserves)			13750.29		