

# 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 8<sup>th</sup> April 2024 at 19:30.**

Any members of the public wishing to attend please notify the clerk by email at [minsteadclerk@gmail.com](mailto:minsteadclerk@gmail.com)

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

2<sup>nd</sup> April 2024

## AGENDA

1. Apologies for Absence
2. Declaration of Interests and dispensation requests
3. To confirm the Minutes of the Ordinary Meeting held on Monday 4<sup>th</sup> March 2024
4. Items ongoing
  - To agree and sign annual Lengthsman contract
  - To agree review and amendments to the Emergency Plan
  - To agree on defibrillator
  - To agree outstanding financial codings for the Scribe system
5. Village appearance, Cllr Hough
6. Cricket Pavilion, Cllr Smith
7. Reports from County / District Councillors
8. District Councillor report, Cllr Brand
9. Reports from Parish representatives
10. Report from Lengthsman
11. Correspondence
  - Minstead hall booking invoice circulated electronically
12. Planning (See Appendix)
13. Finance (See Appendix)
14. Upcoming Meetings

Next Parish Council meeting Monday **13<sup>th</sup> May 2024 at 19:30** in the Danby room of the village hall. This is the Annual General Meeting.

## Appendix

### 13. Planning

#### New Applications

None

#### Trees

**24/00228CONS** Bilberry Cottage, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43

7GD

Prune 1 x Oak tree

## Minstead Parish Council

**24/00232CONS** THE FURZEY GARDENS CHARITABLE TRUST, Furzey Gardens, SCHOOL LANE, MINSTEAD, LYNDHURST, SO43 7GL

Prune 1 x Field Maple tree (T39 on the plan)

Prune 1 x Swamp Cypress tree (T65A on the plan)

Prune 4 x Oak trees (T77, T78, T79 and T96 on the plan)

**24/00273CONS** Bay Tree Cottage, LYNDHURST ROAD, MINSTEAD, Lyndhurst, SO43 7FX

Fell row of Leylandii trees

Fell 1 x Salix Babylonia (Weeping Willow) tree

### Decisions

**23/01642FULL** SEAMANS COTTAGE, SEAMANS LANE, MINSTEAD, SO43 7FU  
Single storey extension to outbuilding; addition of rooflights.

Decision: Grant Subject to Conditions

**24/00218NMA** The Cottage, Toms Lane Corner, STONEY CROSS PLAIN ROAD, MINSTEAD, LYNDHURST, SO43 7GF

Timber store and stable building (Application for a Non-Material Amendment to planning permission 23/00879FULL)

Decision: Raise no objection

### 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.

## 14. Finance

- Payments for approval
  - Clerk mileage March £4.86
  - Defibrillator costs
  - Minstead Hall bookings, 2024 - 2025
- Receipts and Payments for March 2024
  - Please see following table

## Minstead Parish Council

Receipts & Payments 01 March to 31 March 2024					
	£	£	£		
NB VAT is recoverable	Net	VAT	<b>Total receipts and payments incl VAT</b>	Paid by	Auth'd by
Balance at 01 March 2024 (inc reserves)			39750.29		
<b>Receipts:</b>					
<b>Total Receipts to 31 March 2024</b>			0.00		
<b>Payments:</b>					
Standing Order/Direct Debit payments					
Salaries March			557.08	DG	GH WA
HMRC quarterly			268.60	DG	HB WA
Debit Card payments					
1&1 Ionos monthly fee	6.00	1.20	7.20		
Cheques & BACS /FPO payments					
Clerk mileage Feb					
<b>Total Payments to 31 March 2024</b>			832.88		
<b>Balance at Bank 31 March 2024</b>			38,917.41		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
<b>Total Reserves</b>			26000		
<b>Balance (excluding reserves)</b>			12,917.41		