

# Minstead Parish Council

**Minutes of the Ordinary Meeting of Minstead Parish Council** held in the Danby Room at Minstead Hall on Monday 8<sup>th</sup> April 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

**In attendance:** Diana O'Grady (clerk)

1. Apologies for Absence

Cllr. Jack Smith  
Cllr. Brice Stratford  
Cllr Hilary Brand

2. Declaration of Interests and dispensation requests

None declared

3. To confirm the Minutes of the Ordinary Meeting held on Monday 4<sup>th</sup> March 2024

Agreed and signed by Cllr Andrews

4. Items ongoing

- To agree and sign annual HCC/PC Lengthsman contract
  - Agreed
- To agree review and amendments to the Emergency Plan
  - Cllr. Bennett to update
- To agree on defibrillator
  - Cllr Causton to research replacement
  - Cllr Pascoe to research grants
- To agree outstanding financial codings for the Scribe system
  - Agreed

5. Village appearance

- Cllr Hough reported fence damage to Fix my Street
- White railings to be repainted as necessary and posts' condition checked

6. Cricket Pavilion

- None received

7. Reports from County / District Councillors

- None received

8. Reports from Parish representatives

- Cllr Pascoe reported that consultation on the first phase of the Forest Local Cycling and Walking Plan has closed.

9. Report from Lengthsman

Nothing to report for Mar 24, never seen such a prolonged period of bad weather. HCC require reporting on hours spent on each recognised activity each month. Clerk has put together an Excel spreadsheet which Lengthsman has agreed to complete each month.

10. Correspondence

- None received

# Minstead Parish Council

## 11. Planning

- New Applications

- **None**

- Trees

- **24/00228CONS** Bilberry Cottage, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43 7GD  
Prune 1 x Oak tree

Decision: No comment

- **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)

Decision: No comment

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

Fell row of Leylandii trees  
Fell 1 x Salix Babylonia (Weeping Willow) tree

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.

## 12. Finance

- Payments for approval

- Clerk mileage March £4.86  
Agreed
- Defibrillator costs  
To be researched
- Minstead Hall bookings 2024 – 2025  
Minstead Hall booking invoice circulated electronically and approved

## Minstead Parish Council

- Receipts and Payments for March 2024  
Please see following table
  - Cllr Hough proposed , Cllr Pascoe seconded

<b>Receipts &amp; Payments 01 March to 31 March 2024</b>					
	£	£	£		
NB VAT is recoverable	Net	VAT	Total receipts and payments incl VAT	Paid by	Auth'd by
Balance at 01 March 2024 (inc reserves)			39750.29		
Receipts:					
Total Receipts to 31 March 2024			0.00		
Payments:					
Standing Order/Direct Debit payments					
Salaries March			557.08		
HMRC Quarterly			268.60		
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>	<b>6.00</b>	<b>1.20</b>	<b>832.88</b>		
<b>Balance at Bank 31 March 2024</b>			<b>38,917.41</b>		
Less Reserves Held:					
General			6000		
Cricket Pavilion			15000		
Audio/Visual Equipment			5000		
<b>Total Reserves</b>			<b>26000</b>		
<b>Balance (excluding reserves)</b>			<b>12,917.41</b>		

# Minstead Parish Council

## 13. Upcoming Meetings

Extraordinary Parish Council meeting **Thursday 11<sup>th</sup> April 2024 at 19:30** in the Danby Room of the Village Hall.

Next Ordinary Parish Council meeting **Monday 13<sup>th</sup> May 2024 at 19:30** in the Danby Room of the village hall.

Meeting closed 21:28