

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 1st July 2024 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)

25th June 2024

AGENDA

- 57/24 Apologies for Absence
- 58/24 Public Participation Period
- 59/24 Declaration of Interests and dispensation requests
- 60/24 To confirm the Minutes of the Ordinary Meeting held on Monday 3rd June 2024
- 61/24 Items ongoing
 - New email addresses
 - Suggested change of date for August ordinary meeting of the parish council
 - Financial Regulations
- 62/24 Village appearance, Cllr Hough
 - Ditch flooding
- 63/24 Cricket Pavilion, Cllr Smith
- 64/24 Reports from County / District Councillors
- 65/24 Reports from Parish representatives
- 66/24 Report from Lengthsman
- 67/24 Correspondence
 - HALC Newsletter circulated electronically
 - Rural Times circulated electronically
- 68/24 Planning

New Applications

24/00575S106A Crownwood Stables, ROAD THROUGH EMERY DOWN TOWARDS STONEY CROSS, EMERY DOWN, LYNDHURST, SO43 7GA

Application to modify or discharge a planning obligation under regulation S106A of The Town and Country Planning Act 1990 for use of dwelling without complying with conditions 2 (a) and (b) specified under planning permission 7777 (occupancy condition) subject of agreement under allowed appeal NFDC/83/24190

24/00687VAR MARLEYS, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Application to vary condition 2 of planning permission 22/00694 for garage with carport; agricultural barn; entrance gates; new driveway; concrete base (demolition of existing outbuilding)

24/00538LDCE Hazel Hill Farm, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Application for a Certificate of Lawful Development for Existing use of outbuilding as incidental to the residential dwellinghouse (Use Class C3)

Minstead Parish Council

Trees

None

Decisions

23/01326FULL Land at, School Lane, Minstead, Lyndhurst, SO43 7GL
Temporary outbuilding; solar panels

Decision: Refuse

24/00439PAHR Park Farm House, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Application for Approval pursuant to Regulations 75 - 78 of the Conservation of Habitats and Species Regulations 2017 (as amended) for the proposed temporary use of land under Part 5 Class C of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) as a campsite for up to 5 pitches for the period 1 June 2024 - 30 September 2024

Decision: Approval Without Conditions

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.

69/24 Finance

- Payments for approval
 - Clerk mileage June £2.43
 - Hampshire Association of Local Councils £346.00, invoice circulated electronically

Minstead Parish Council

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25 June 2024 (2024 - 2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
30	Staff Expenses & Training	02/07/2024	69/24	Current		Clerk mileage	Clerk and Lengthsman	Z	2.43		2.43
31	Subscriptions &	02/07/2024	69/24	Current		HALC annual subscription	Hampshire Association	Z	346.00		346.00
Total									348.43		348.43

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Minstead Parish Council

25 June 2024 (2024 - 2025)

Minstead Parish Council RECONCILIATION - Current 25-06-2024

From Accounts	£41,518.40
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Payments not cashed Add	
Receipts not entered Subtract	

Statement should be	£41,518.40
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Minstead Parish Council

Minstead Parish Council PAYMENTS & RECEIPTS LIST

25 June 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
23	Insurance	29/05/2024	2024.05.13.41	Current		Payment - Insurance	Gallagher	Z	-936.85		-936.85
24	Staff Costs	29/05/2024		Current		Payment - Tax and NI	HMRC	Z	-134.00		-134.00
25	S.137	06/06/2024	2024.19	Current		Payment - Minstead Flower	Minstead Flower show	Z	-650.00		-650.00
26	Staff Expenses & Training	06/06/2024	2024.55	Current		Payment - Clerk mileage	Clerk and Lengthsman	Z	-2.43		-2.43
27	Communications (Phone,	17/06/2024		Current	2024.06	Payment - Ionos Cloud	Ionos Cloud Ltd	S	-6.00	-1.20	-7.20
3	Grants/Donations	18/06/2024		Current		Receipt - Lengthsman	Hampshire County	Z	1,100.00		1,100.00
28	Audit & Professional Fees	25/06/2024	2024.04.56	Current		Payment - Scribe 1st	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
Total									-641.28	-3.60	-644.88

Minstead Parish Council

25 June 2024 (2024 - 2025)

Minstead Parish Council Monthly breakdown of Receipts and Payments All Cost Centres and Codes (Between 01/04/2024 and 31/03/2025)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
Payments															
Staff Costs	8,100.00	671.28	671.08											1,342.36	6,757.64
Staff Expenses &	500.00	20.00	125.29	2.43										147.72	352.28
Subscriptions &	560.00														560.00
Insurance	980.00		936.85											936.85	43.15
Communications	380.00		12.00	6.00										18.00	362.00
Admin (Stationery,	675.00	558.88	79.32											638.20	36.80
Audit & Professional	655.00		375.00	12.00										387.00	268.00
Elections	100.00														100.00
S.137	700.00			650.00										650.00	50.00
Open Spaces	555.00		925.00											925.00	-370.00
Other/Miscellaneous	1,280.00		818.36											818.36	461.64
	14,485.00	1,250.16	3,942.90	670.43											
														Total:	5,863.49
														Variance:	8,621.51

Minstead Parish Council

70/24 Future Meeting

Next Ordinary Parish Council meeting Monday in **August 2024 at 19:30** in the Danby room of the village hall. Date to be agreed.