

Minstead Parish Council

Minutes of the Ordinary Meeting of Minstead Parish Council held in the Danby Room at Minstead Hall on Monday 3rd June 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

In attendance: Diana O'Grady (Clerk)
District Cllr Brand
A member of the public

43. Apologies for Absence
 - Cllr Helen Bennett on holiday
 - Cllr Jack Smith not able to join because of work commitments
 - Cllr Stratford on other business
44. Public Participation Period
 - A member of the public spoke on a planning application
45. Declaration of Interests and dispensation requests
 - Planning applicant for 24/00332FULL is a friend of the chair. Chair will not vote on the decision for application 24/00332FULL.
46. To confirm the Minutes of the Annual General Meeting held on Monday 13th May 2024
 - Resolved. Agreed by all and signed by chair.
47. Items ongoing
 - New email addresses
 - Decision is to make all Councillors .Org and awaiting implementation
48. Village appearance, Cllr Hough
 - Memorial bench supported in principle but the land is owned by Forestry England. Council will contact FE.
 - Cllr Hough talked through matters concerning the cricket pavilion
 - Cllr Andrews has written to the Flower show, clerk to make payment.
49. Cricket Pavilion, Cllr Smith
 - Deferred
50. Reports from County / District Councillors
 - Attended a second meeting with Graham Wright, Hampshire Highways and Paul Meacher, Lyndhurst Parish Councillor re Lyndhurst Roads. Looking to progress this further but funding required and needs to be found.
 - Supported a resident with dropped curb issues.
 - Attended the Village Decorations Committee Annual General Meeting.
 - Attended Friends of Lyndhurst Surgery meeting. Interesting comments about childhood asthma in Lyndhurst.
 - Attended Lyndhurst Youth Club.
 - Attended a Safeguarding meeting at Hounsdawn School, covering the use of Vapes by children, changes in mobile phone use in school and knife crime.
 - Attended Planning Committee and Full Council Annual General Meeting.
51. Reports from Parish representatives
 - Cllr Pascoe has been looking for grants
 - Cllr Brand suggested potential sources of funding / grants

Signed Chair Date

Minstead Parish Council

- Cllr Andrews reported on the changeover to a United Parish
- Cllr Andrews reported that the Village Hall committee has re-elected their committee with two new committee members.

52. Report from Lengthsman

- Remainder of hall road barrier completed. Washed, sanded, undercoat, topcoat.
- Church footpath. Bull lane. Red House. First cut of the season.
- Even though 'No Mow May' I sneaked out early to get on the paths. The stinging nettles were high and catching the children's legs and arms and those wearing shorts, so it is a pleasant walk now.
- Red house path water is settling on path not running off efficiently I suspect. Very muddy at four locations now, passable, but very squidgy underfoot.
- Cllr Andrews will write to the Countryside Access service about the state of the footpath

53. Correspondence

- None

54. Planning

New Applications

24/00155FULL Woodley House, FOOTBALL GREEN, MINSTEAD,
LYNDHURST, SO43 7FR

One and two storey extensions; recladding of first floor walls (demolition of conservatory)

Decision: **3** We recommend permission because it will approve the appearance, improve living conditions, it is consistent with all policies, new design works with the form of the original building and is a more coherent design, improve energy efficiency.

Application for re-consideration

24/00332FULL Victoria Cottage, Lyndhurst Road, Minstead, Lyndhurst, SO43 7FY

Outbuilding (demolition of existing) and associated landscaping

Decision: Having considered the conservation officer's report we do not change our original response and comment on this application

Trees

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.

55. Finance

- Payments for approval
 - Clerk mileage May £2.43 Resolved.

Minstead Parish Council

28 May 2024 (2024 - 2025)

Minstead Parish Council RECONCILIATION - Current 28-05-2024

From Accounts	£42,167.27
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£42,167.27
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Signed Chair Date

Minstead Parish Council

Minstead Parish Council PAYMENTS LIST

4 June 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
5	Staff Costs	29/04/2024		Current		Staff net salaries	Clerk and Lengthsman	Z	537.08		537.08
6	Staff Expenses & Training	29/04/2024		Current		Clerk working from home	Clerk and Lengthsman	Z	20.00		20.00
7	Communications (Phone,	01/05/2024		Current		Ionos Cloud monthly	Ionos Cloud Ltd	S	6.00	1.20	7.20
3	Admin (Stationery, Printer,	14/05/2024	2024.05	Current		Room extraordinary	Minstead Village Hall	Z			
8	Staff Expenses & Training	15/05/2024	41	Current		Clerk mileage	Clerk and Lengthsman	Z	2.43		2.43
9	Staff Expenses & Training	15/05/2024	41	Current		Clerk mileage	Clerk and Lengthsman	Z	4.86		4.86
14	Staff Expenses & Training	15/05/2024	41	Current		HALC New Clerk training	Hampshire Association	S	98.00	19.60	117.60
10	Admin (Stationery, Printer,	15/05/2024	41	Current		Room extraordinary	Minstead Village Hall	Z	37.00		37.00
11	Admin (Stationery, Printer,	15/05/2024	41	Current		Room extraordinary	Minstead Village Hall	Z	37.00		37.00
12	Audit & Professional Fees	15/05/2024		Current	2024.05.13.41	Internal Auditor	Lightatouch	Z	375.00		375.00
13	Admin (Stationery, Printer,	15/05/2024	41	Current		Stationery	Clerk and Lengthsman	Z	2.00		2.00
15	Other/Miscellaneous	15/05/2024	2024.05.13.29	Current		Chair Allowance	Minstead Parish Council	Z	275.00		275.00
16	Open Spaces	15/05/2024	2024.05.13.30	Current		Church Yard Upkeep	Minstead Church	Z	440.00		440.00
17	Open Spaces	15/05/2024	2024.05.13.30	Current		Church Yard Upkeep	Minstead Church	Z	485.00		485.00
18	Other/Miscellaneous	15/05/2024	2024.05.13.41	Current		Defibrillator	Medical Support	S	543.36	108.67	652.03
19	Communications (Phone,	24/05/2024		Current	2024.05.21	Ionos Cloud monthly	Ionos Cloud Ltd	S	6.00	1.20	7.20
20	Staff Costs	28/05/2024		Current	2024.05.28	Staff net salaries	Clerk and Lengthsman	Z	537.08		537.08
21	Staff Costs	28/05/2024		Current	2024.05.28	Staff net salaries	Clerk and Lengthsman	Z			
22	Staff Expenses & Training	28/05/2024		Current	2024.05.28	Clerk working from home	Clerk and Lengthsman	Z	20.00		20.00
Total									3,425.81	130.67	3,556.48

Signed Chair Date

Minstead Parish Council

56. Upcoming Meetings

Next Parish Council meeting Monday **1st July 2024 at 19:30** in the Danby room of the village hall.

Meeting closed at 21:45