

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 2nd September 2024 at 19:30.

Any members of the public wishing to attend please notify the clerk by email at
clerk@minstead.org.uk

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

27th August 2024

AGENDA

- 87/24 Apologies for Absence
- 88/24 Public Participation Period
- 89/24 Declaration of Interests and dispensation requests
- 90/24 To confirm the Minutes of the Ordinary Meeting held on Monday 12th August 2024
- 91/24 Items ongoing
 - New email addresses
 - Caravan at site of 23/01326FULL Land at, School Lane, Minstead, Lyndhurst, SO43 7GL seen constantly since 30th June 2024
 - Financial Regulations
- 92/24 New Items
 - Xmas arrangements
 - Asset register update
 - Safer New Forest annual survey
 - Silverstreet /Muddy Lane byway cycling issues
- 93/24 Village appearance, Cllr Hough
 - Ditch flooding at Honeysuckle Cottage
- 94/24 Cricket Pavilion, Cllr Smith
- 95/24 Reports from County / District Councillors
- 96/24 Reports from Parish representatives
- 97/24 Report from Lengthsman
- 98/24 Correspondence
 - Lymington and Pennington Neighbourhood plan consultation
- 99/24 Planning

New Applications

None

Trees

24/00921CONS APPLE TREES FARM, SALLYS WATER, MINSTEAD,
LYNDHURST, SO43 7GH

Remove deadwood 1 x Oak tree (T1 on the plan - exempt works included for information only)

Remove deadwood 1 x Cherry tree (T2 on the plan - exempt works included for information only)

Prune and deadwood group of 2 x Oak trees (G2 on the plan)

Prune group of mixed tree species (G3 on the plan)

Prune group of Ash and Cherry trees (G4 on the plan)

Prune group of mixed tree species (G5 on the plan)

Prune group of Willow trees (G6 on the plan)

Minstead Parish Council

24/00947CONS SOUTH LODGE, FOOTBALL GREEN, MINSTEAD, LYNDHURST, SO43 7FR
Fell 1 x Horse Chestnut tree (T1 on the plan)
Fell 1 x Ash tree (T2 Ash on the plan)

Decisions

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)

Decision: Grant Subject to Conditions

24/00514PATC BRICKKILN FARM, ROBINS BUSH ROAD, MINSTEAD, LYNDHURST, SO43
7GB

Application under part 16 of the Town & Country Planning (General Permitted Development)
Order in respect of subterranean development

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.

100/24 Finance

- Payments for approval
 - Clerk mileage August £2.43
 - Clerk mileage annual review £2.43
- Invoices circulated electronically
 - None

Minstead Parish Council

Minstead Parish Council PAYMENTS & RECEIPTS LIST

27 August 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
50	Audit & Professional Fees	01/08/2024	2023.56	Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
51	Communications (Phone,	21/08/2024		Current		Payment - Ionos Cloud	Ionos Cloud Ltd	S	-6.00	-1.20	-7.20
52	S.137	23/08/2024	75/24	Current		Payment - Grant towards	Minstead Social Club	Z	-250.00		-250.00
53	Staff Costs	27/08/2024		Current		Payment - Staff net	Clerk and Lengthsman	Z	-537.08		-537.08
54	Staff Expenses & Training	27/08/2024		Current		Payment - Clerk working	Clerk and Lengthsman	Z	-20.00		-20.00
Total									-825.08	-3.60	-828.68

Minstead Parish Council

27 August 2024 (2024 - 2025)

Minstead Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
55 Staff Expenses & Training	27/08/2024	100/24	Current		Clerk mileage	Clerk and Lengthsman	Z	4.86		4.86
Total								4.86		4.86

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Minstead Parish Council

27 August 2024 (2024 - 2025)

**Minstead Parish Council
RECONCILIATION - Current 27-08-2024**

From Accounts	£39,325.45
Payments not cashed Add	£4.86
Receipts not entered Subtract	
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Statement should be	£39,330.31

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	537.08	805.79	537.08								3,222.31	4,877.69
Staff Expenses &	500.00	20.00	125.29	22.43	24.86	24.86								217.44	282.56
Subscriptions &	560.00				346.00									346.00	214.00
Insurance	980.00		936.85											936.85	43.15
Communications	380.00		12.00	6.00	18.50	6.00								42.50	337.50
Admin (Stationery,	675.00	558.88	79.32		7.49									645.69	29.31
Audit & Professional	655.00		375.00	12.00	12.00	12.00								411.00	244.00
Elections	100.00														100.00
S.137	700.00			650.00	50.00	250.00								950.00	-250.00
Open Spaces	555.00		925.00											925.00	-370.00
Other/Miscellaneous	1,280.00		818.36		20.00									838.36	441.64
	14,485.00	1,250.16	3,942.90	1,227.51	1,284.64	829.94									
														Total:	8,535.15
														Variance:	5,949.85

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
RECEIPTS															
Receipts															
Precept	14,400.00	7,200.00												7,200.00	-7,200.00
Grants/Donations	1,100.00			1,100.00										1,100.00	
VAT Refund	495.75				489.75									489.75	-6.00
Other Income	300.00	300.00												300.00	
	16,295.75	7,500.00		1,100.00	489.75										
														Total:	9,089.75
														Variance:	-7,206.00

Minstead Parish Council

101/24 Future Meeting

Next Ordinary Parish Council meeting Monday 7th **October 2024 at 19:30** in the Danby room of the village hall.