

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 7th October 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)

1st October 2024

AGENDA

- 102/24 Apologies for Absence
- 103/24 Public Participation Period
- 104/24 Declaration of Interests and dispensation requests
- 105/24 To confirm the Minutes of the Ordinary Meeting held on Monday 2nd September 2024
- 106/24 Items ongoing
 - New email addresses
 - Financial Regulations
 - Xmas arrangements
 - Asset register update
 - Silver Street / muddy lane byway cycling issues
- 107/24 New Items
 - New Forest District Council - Polling Districts and Places Review
 - Draft Local Walking and Cycling Infrastructure Plan (LCWIP) for the New Forest area
 - Income and expenditure forecast for 2024-2025
 - Notification of ICO payment 2024-2025
 - Authorisation of Clerk membership of SLCC
 - Lyndhurst primary school crossing patrol
 - Furzey track status
- 108/24 Village appearance, Cllr Hough
 - Ditch flooding at Honeysuckle Cottage
- 109/24 Cricket Pavilion, Cllr Smith
- 110/24 Reports from County / District Councillors
- 111/24 Reports from Parish representatives
- 112/24 Report from Lengthsman
- 113/24 Correspondence
 - Clerks and Councils Direct
- 114/24 Planning

New Applications

24/00957CAC Little Wycherleys, Bull Lane, Minstead Lyndhurst SO43 7FS

Replacement dwelling with basement and raised patio; entrance gates; demolish existing dwelling and 2no. outbuildings

Trees

24/01016CONS My Way, THE GROVE, MINSTEAD, SO43 7GG

Re-Pollard 1 x Holly tree (Tree 1 on the plan)

Prune 1x Oak tree (Tree 2 on the plan)

Decision: NFNPA Decided – Raise No Objection, 20th September 2024 – Cllrs were consulted.

Minstead Parish Council

24/01017CONS Woodman Cottage, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7FY

Prune 1 x English oak tree (T1 on the plan)

Prune group of 7 x Poplar trees (shown as G1 on the plan and crown clean and deadwood remaining poplars in group - exempt works included for information only)

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

24/01025CONS WAYSIDE, SEAMANS LANE, MINSTEAD, LYNDHURST, SO43 7FU

Fell 1 x English Oak tree

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

24/01071CONS Forest Cottage, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Fell 1 x Pittosporum (T1 on the plan)

Fell 1 x Crab Apple tree (T2 on the plan)

Fell 1 x Ash tree (T3 on the plan)

Prune 1 x American Ash tree (T4 on the plan)

Decision: NFNPA Decided – Raise No Objection, 30th September 2024 – Cllrs were consulted.

Decisions

23/01590FULL Hazel Hill Farm, LONDON MINSTEAD ROAD, LONDON MINSTEAD, LYNDHURST, SO43 7FT

Part use of existing outbuilding for ancillary residential accommodation; installation of solar panels on roof; 2no new windows

Decision: Grant Subject to Conditions

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)

Decision: Lawful

24/00758PAHR Stoney Cross, Lyndhurst, Hampshire

Application for Approval pursuant to Regulations 75 - 78 of the Conservation of Habitats and Species Regulations 2017 (as amended) for subterranean development

Decision: Approval Without Conditions

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

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

Decision: Grant Subject to 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.

Minstead Parish Council

115/24 Finance

- Payments for approval
 - Clerk mileage September £2.43
- Invoices circulated electronically
 - None

Minstead Parish Council

Minstead Parish Council

1 October 2024 (2024 - 2025)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
57	Admin (Stationery, Printer, Pos	29/08/2024	2024.41	Current		Payment - HP Instant Ink	Hewlett Packard	S	-3.32	-0.67	-3.99
56	Audit & Professional Fees	02/09/2024		Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
58	Communications (Phone, Webs	19/09/2024		Current		Payment - Ionos Business ema	Ionos Cloud Ltd	S	-18.50	-3.70	-22.20
5	Precept	26/09/2024		Current	2208174	Receipt - Precept part 2	New Forest District Council	X	7,200.00		7,200.00
60	Staff Costs	27/09/2024		Current		Payment - Staff net salaries	Clerk and Lengthsman	X	-537.08		-537.08
59	Admin (Stationery, Printer, Pos	27/09/2024		Current		Payment - HP Instant Ink	Hewlett Packard	S	-3.32	-0.67	-3.99
61	Staff Expenses & Training	27/09/2024		Current		Payment - Clerk working from l	Clerk and Lengthsman	X	-20.00		-20.00
62	Staff Expenses & Training	30/09/2024	100/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
63	Staff Expenses & Training	30/09/2024	100/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
64	Staff Expenses & Training	30/09/2024	115/24	Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
Total									6,598.49	-7.44	6,591.05

Minstead Parish Council

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1 October 2024 (2024 - 2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
64 Staff Expenses & Training	30/09/2024	115/24	Current		Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
Total								2.43		2.43

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Minstead Parish Council

1 October 2024 (2024 - 2025)

Minstead Parish Council RECONCILIATION - Current 30-09-2024

From Accounts	£45,921.36
Payments not cashed Add	£2.43
Receipts not entered Subtract	
Statement should be	£45,923.79

Minstead Parish Council

116/24 Future Meeting

Next Ordinary Parish Council meeting Monday **4th November 2024 at 19:30** in the Danby room of the village hall.