

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 4th November 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)

28th October 2024

AGENDA

- 117/24 Apologies for Absence
- 118/24 Public Participation Period
- 119/24 Declaration of Interests and dispensation requests
- 120/24 To confirm the Minutes of the Ordinary Meeting held on Monday 7th October 2024

Items ongoing

- 121/24 New email addresses
- 122/24 Financial Regulations
- 123/24 Xmas arrangements
- 124/24 Cricket Pavilion

New items

- 125/24 Income and expenditure budget for 2024-2025, proposal circulated electronically
- 126/24 Flood information update
- 127/24 Emery Down traffic issues
- 128/24 Snow plough contract renewal

Village appearance

- 129/24 Ditch flooding at Honeysuckle Cottage
- 130/24 Dragons Teeth
- 131/24 Overgrown hedge at Church lane
- 132/24 Reports from County / District Councillors
- 133/24 Reports from Parish representatives
- 134/24 Report from Lengthsman
- 135/24 Correspondence
- 136/24 Planning

New Applications

24/00913CAC Sports Pavilion, Castle Malwood, LYNDHURST ROAD, MINSTEAD, SO43 7PE
Demolition of disused pavilion building

24/01213FULL BLACKWATER FARM, BLACKWATER, LYNDHURST, SO43 7FL
Replacement outbuilding; demolition of existing outbuilding

Trees

24/01241CONS Bilberry Cottage, NEWTOWN ROAD, MINSTEAD, LYNDHURST, SO43 7GD
Prune 3 x Cypress trees

24/01255CONS Grove Farm, THE GROVE, MINSTEAD, LYNDHURST, SO43 7GG
Prune 1 x group of Leylandii trees (T1 on the plan)

24/01282CONS Sunnydale, ROAD THROUGH EMERY DOWN TOWARDS STONEY CROSS,
EMERY DOWN, LYNDHURST, SO43 7EA

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Fell 1 x Evergreen tree (species unconfirmed)

Prune 1 x Portugese Laurel (this is a shrub so is therefore exempt works - included for information only)

Decisions

24/00766FULL Appletrees Farm, SALLYS WATER, MINSTEAD, LYNDHURST, SO43 7GH

Replacement gate

Decision: Grant Subject to Conditions

24/00956PADE NEW FOREST DEPOT, LYNDHURST ROAD, MINSTEAD, LYNDHURST, SO43 7PE

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.

137/24 Finance

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

Minstead Parish Council

Minstead Parish Council PAYMENTS & RECEIPTS LIST

28 October 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
65	Audit & Professional Fees	01/10/2024		Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
66	Communications (Phone,	17/10/2024		Current		Payment - Ionos Cloud	Ionos Cloud Ltd	S			
67	Communications (Phone,	18/10/2024		Current		Payment - Ionos Business	Ionos Cloud Ltd	S	-18.50	-3.70	-22.20
68	Staff Costs	24/10/2024		Current		Payment - Tax and NI	HMRC	X	-402.49		-402.49
69	Staff Costs	28/10/2024		Current		Payment - Staff net	Clerk and Lengthsman	X	-537.08		-537.08
70	Staff Expenses & Training	28/10/2024		Current		Payment - Clerk working	Clerk and Lengthsman	X	-20.00		-20.00
71	Staff Expenses & Training	28/10/2024		Current		Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
Total									-992.50	-6.10	-998.60

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28 October 2024 (2024 - 2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
71 Staff Expenses & Training	28/10/2024		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

28 October 2024 (2024 - 2025)

Minstead Parish Council RECONCILIATION - Current 28-10-2024

From Accounts	£44,925.19
Payments not cashed Add	£2.43
Receipts not entered Subtract	
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Statement should be	£44,927.62

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138/24 Future Meeting

Next Ordinary Parish Council meeting Monday **2nd December 2024 at 19:30** in the Danby room of the village hall.