

Minstead Parish Council

To: All members of Minstead Parish Council:

You are hereby summoned to attend an Ordinary meeting of Minstead Parish Council to be held in the Danby Room at Minstead Hall on **Monday 3rd August 2026 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)

16th July 2026

AGENDA

- 78/26 Apologies for absence
- 79/26 Public Participation period
- 80/26 Declaration of Interests and dispensation requests
- 81/26 To confirm the Minutes of the Ordinary Meeting held on 6th July 2026

Items ongoing

- 82/26 Update on cricket ground foul drain failure and agree next actions
- 83/26 Update on replacing the litter bin at the village hall.

New Items

- 84/26 Review and agree to adopt the Data Protection policy.
- 85/26 Review and agree to adopt the Equality and Diversity policy.
- 86/26 Discuss and decide on grant application from Minstead Village Hall for new gates to the rubbish store area.

Reports

- 87/26 Reports from County / District Councillors
 - o Report from District Cllr. Brand
- 88/26 Reports from Parish representatives
- 89/26 Report from Lengthsman

Correspondence and documents circulated 16/07/2026

Data Protection policy 2025
Equality and Diversity policy 2023

- 90/26 Planning

New Applications

None

Trees

26/00751CONS Fox Hill House, THE GROVE, STONEY CROSS, LYNDHURST, SO43 7GP
Fell 1 x Scots Pine tree (T6 on the plan)
Prune 3 x Scots Pine trees (T8, T10 & T11 on the plan)

Decisions Awaited

18/00954 Petrol Station, Ringwood Road
Single storey rear extension to the sale building to provide sandwich bar.
Awaiting the result of negotiation.

Minstead Parish Council

91/26 Finance

- Payments for approval
 - Clerk mileage July £2.43
 - Flower show grant application, amount TBD
 - Minstead Hall grant application, amount TBD
- Invoices / Grant applications /Quotes circulated 16/07/2026
 - Grant application from Minstead Village Hall
 - Flower show grant application pages 1,2 and 3

Minstead Parish Council

Minstead Parish Council PAYMENTS & RECEIPTS LIST

17 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
40	Audit & Professional Fees	01/07/2026		Current		Payment - Scribe monthly	Starboard Systems Ltd	S	-12.00	-2.40	-14.40
41	Staff Expenses & Training	06/07/2026	76/26	Current	June mileage	Payment - Clerk mileage	Clerk and Lengthsman	X	-0.18		-0.18
8	Other Income	08/07/2026	76/26	Current		Receipt - Clerk salary	Clerk and Lengthsman	X	19.60		19.60
42	Staff Expenses & Training	16/07/2026	91/26	Current	July Mileage	Payment - Clerk mileage	Clerk and Lengthsman	X	-2.43		-2.43
43	S.137	16/07/2026	91/26	Current		Payment - Minstead Flower	Minstead Fruit, Flower	X			
44	S.137	16/07/2026	91/26	Current		Payment - Grant to Village	Minstead Village Hall	X			
Total									4.99	-2.40	2.59

Minstead Parish Council

Minstead Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

17 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
42	Staff Expenses & Training	16/07/2026	91/26	Current	July Mileage	Clerk mileage	Clerk and Lengthsman	X	2.43		2.43
43	S.137	16/07/2026	91/26	Current		Minstead Flower show	Minstead Fruit, Flower	X			
44	S.137	16/07/2026	91/26	Current		Grant to Village Hall	Minstead Village Hall	X			
Total									2.43		2.43

Prepared by: Diana O'Grady, Clerk and RFO
Name and Role

Date: 17/07/2026

Approved by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

Minstead Parish Council

16 July 2026 (2026-2027)

Minstead Parish Council RECONCILIATION - Current 16-07-2026

From Accounts	£29,966.09
Payments not cashed Add	£1,472.43
Receipts not entered Subtract	
Statement should be	£31,438.52

I confirm the figures shown on this report agree with the Lloyds bank statement of 16th July 2026.

Signed Date

Signed Date

Minstead Parish Council

92/26 Future Meeting

The next ordinary meeting of Minstead Parish Council will be held on Monday 7th September 2026.