

Minstead Parish Council

Summons to all members of the Council:

You are hereby summoned to attend the Annual General Meeting of Minstead Parish Council
To be held in the Surgery, Minstead Hall on **Monday 6 June** commencing at **19.30**

Signed  Parish Clerk

31.05.2016

AGENDA

Public Participation Period: *A period of 15 minutes will be allowed. Members of the Public intending to address the meeting must have registered with the Clerk by close of business on the Friday preceding the meeting at the latest. This is to allow control of numbers in the meeting room so as not to exceed any regulations. Members of the Public in attendance are entitled to remain for the meeting should they so wish, unless any item is declared confidential or exempt business. Members of the Public may not participate in any of the business being considered except by invitation of the Chairman.*

- 1. Apologies for Absence**
- 2. Public Participation Period**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Annual Meeting held on 9 May April 2016**
- 5. Matters Arising**
 - Overgrown hedge at Forest Verge
 - First Responders
- 6. Items Ongoing**
 - Muddy section on Footpath 9
 - Blackwater Road - overgrown vegetation and missing dragons' teeth
 - Eroded edges on roads
- 7. Reports from County and/or District Councillor**
- 8. Report from Lengthsman**
- 9. Report from Councillors' Surgeries**
- 10. Reports from Parish Representatives**
- 11. Planning** [See Appendix]
- 12. Correspondence** [See Appendix]
- 13. Finance** [See Appendix]
- 14. Report from Internal Audit**
- 15. Fundraising to recoup defibrillator costs**
- 16. Review of Minstead Council regulatory documents**
- 17. Finger post to Church at Lyndhurst Rd/Church Lane junction**
- 18. Matters raised by Councillors**
- 19. Date of next Ordinary Meeting: 4 July 2016 at 19.30**

APPENDIX

Please note that items in the Appendix may be updated after publication but before the meeting. In this event see the Village website for updated version.

- 11. Planning**

NPA Decisions

15/00774 Little Thatch. One and two storey extensions

Grant

16/00161 Toms Lane Corner. Workshop /stable block + driveway.

Grant

16/00223 Fishpond Piece, Application for a Certificate of Lawful Development for Existing use of dwelling in breach of Condition 1 (Agricultural Occupancy) of planning permission NFDC/91/48438.

Not deemed lawful

16/00192 Perry Dees. Addition of dormer and Velux roof lights; Replace roof tiles.

Grant

Decision Awaited

16/00103 Land opposite The House in the Trees. Manege.

16/00301 The Old Cottage. Swimming pool and decking surround + fence and gate.

New Planning Applications

Trees

12. Correspondence

E-mail correspondence previously circulated:

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To Read:

- *Local Councils Update (June 2016)*

13. Finance

- Receipts & Payments for May 2016:

	£	£	£
	Net	VAT (recoverable)	
Balance at 30 April			13,151.02
Receipts:			
Funds raised from Minstead's EU Referendum debate			350.00
VAT refund (2015-2016)			577.70
Standing Order payments			
Salaries and expenses	441.60		
Cheques to pay:			
J K Murray: Internal Audit fee	155.00		
W G Andrews: Chairman's Allowance	225.00		
Total payments for May	821.60		
Balance after payments			13,257.12

- Parish Council Debit card for use by Clerk - this would be for online transactions that require payment by card.