

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 4 July** commencing at **19.30**

Signed  Parish Clerk

28.06.2016

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 6 June 2016**
- 5. Matters Arising**
 - Finger post to Church [Item 17]
 - New fence on Bull Lane [Item 18]
 - Overgrown hedge at North Lodge, London Minstead [Item 18]
- 6. Items Ongoing**
 - Volunteers for Speedwatch
 - Volunteers for First Responders
 - Muddy section on Footpath 9
 - Eroded edges on roads
 - Bridleway 13
- 7. Reports from County and/or District Councillor**
- 8. Report from Lengthsman**
- 9. Reports from Parish Representatives**
- 10. Planning** [See Appendix]
- 11. Correspondence** [See Appendix]
- 12. Finance** [See Appendix]
- 13. Review of Minstead Council regulatory documents**
- 14. Report from joint working party (Lyndhurst/Minstead) to address traffic issues**
- 15. Ragwort pull**
- 16. Matters raised by Councillors**
- 17. Date of next Ordinary Meeting: 1 August 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.

10. Planning

NPA Decisions

- | | |
|---|---------------|
| 16/00103 Land opposite The House in the Trees. Manege. | Refuse |
| 16/00301 The Old Cottage. Swimming pool and decking surround + fence and gate. | Grant |

Decision Awaited

New Planning Applications

16/00464 Woodland Cottage. Double garage and workshop with storage over + new driveway to access garage.

Trees

CONS/16/0612 Yew Tree House. Fell 1 x cherry tree.

12. Correspondence

E-mail correspondence previously circulated:

- HALC: notification of AGM on 22 October 2016.
- NFDC: Local plan review - opportunity to comment on proposals.
- HCC Small Grants Scheme – next closing dates for applications 25 Jul, 24 Oct, 23 Jan.

To Read:

- *LCR (Summer 2016)*
- *Clerks & Councils Direct (July 2016)*

13. Finance

- Receipts & Payments for June 2016:

	£	£	£
	Net	VAT <small>(recoverable)</small>	
Balance at 31 May			13,257.12
Receipts:			
Standing Order payments			
Salaries and expenses	445.03		
Cheques to pay:			
P Osborne: Admin expenses + salary arrears for April, May, June	64.04	0.12	
HMRC: PAYE (1 st quarter) for Clerk and Lengthsman	320.00		
Total payments for June	829.07	0.12	829.19
Balance after payments			12,427.93

- Minstead Parish Council Debit card:
- Budget report for 1st Quarter
- Minor adjustments to budget for 2016-2017