

## **Minstead Parish Council**

Summons to all members of the Council:

You are hereby summoned to attend the Ordinary Meeting of Minstead Parish Council  
To be held in the Danby Room, Minstead Hall on **Monday 4 December 2017** at **19.30**

Signed  Parish Clerk

28.11.2017

### **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 Ordinary Meeting held on 6 November 2017**
- 5. Matters Arising**
  - Damage by pigs to footpath surface
  - Field shelter recently erected East of Hunters Brook
  - Remembrance Day Ceremony
- 6. Items Ongoing**
  - Parking in village centre
  - Water leak causing verge erosion at London Minstead
- 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. Risk Assessment for Christmas tree**
- 14. Community Resilience: Emergency Plan**
- 15. Development: how to prevent 'urbanisation'**
- 16. Matters raised by Councillors**
- 17. Date of next Ordinary Meeting: 8 January 2018 at 19.30**

## APPENDIX

### 10. Planning

#### Decisions

**17/00666** Hunters Brook. Application to vary Condition 10 of planning permission 15/00502. Garage to be constructed at different angle to that approved. **Grant**

**17/00785** Gardeners Cottage. Application for Certificate of Lawful Development for a proposed single storey rear extension. **Permitted**

**17/00816** The Lodge, Malwood. Creation of access; entrance gates and fencing. **Refused**

**17/00776** Barneys. Single storey and two-storey rear extensions; alterations to elevations. **Grant**

#### Decision Awaited

**17/00843** Fleetwater Farm. Retention and completion of extension to existing outbuilding.

**17/00848** Minstead House. Replacement outbuilding.

#### New Planning Applications

**17/00791** Old Off Licence. Single storey extension to existing outbuilding; flue; relocation of existing oil tank. *[Discussion postponed at last meeting until further information provided.]*

**17/00915** Park Farm Cottage. Single- storey rear extension.

**17/00968 and 17/00969/LBC** Muffins. First floor dormer widow; internal alterations.

**17/01008** Malwood Walk Farm. 2no. rooflights to existing outbuilding; 2no. rooflights and re-roof existing garage/store; stable block/tack room; sewage treatment plant; demolition of existing workshop.

#### Trees

**CONS/17/1063** The Thatched House, Blackwater Road. Prune 1 x Oak, 2 x Paperbark Silver Birch, 1 x Poplar.

**CONS/17/1076** Emery Down & Bank Village Hall. Prune 1 x Liquidambar, 1 x Cherry.

**CONS/17/1103** Ellen Lodge. Prune 1 x Birch tree.

**CONS/17/1119** SSE Contracting, Castle Malwood. Prune 2 x groups of unidentified trees.

### 11. Correspondence

#### Emails circulated

- Hampshire Police and Crime Panel: Consultation on cyber-enabled fraud.
- Minstead Study Centre: Response to Council's decision not to donate towards polytunnel cover.

#### To Read

*LCU (December 2017), First (December 2017)*

### 12. Finance

- Appointment of External Auditor for 2017/18 to 2021/22
- Receipts & Payments for November 2017:

	£	£	£
	Net	VAT (recoverable)	
<b>Balance at 31 October</b>			<b>12,137.93</b>
<b>Receipts:</b>			
Cash: sale of Commemoration spoons - Queen's Diamond jubilee			<b>7.97</b>
<b>Standing Order/Direct Debit payments</b>			
Salaries and expenses	458.90		458.90
<b>Debit card payment</b>			
<b>Cheques to pay:</b>			
Royal British Legion: Poppy wreath for Remembrance Day	25.00		25.00
All Saints PCC: Donation towards churchyard maintenance	300.00		300.00
New Forest CAB: Donation	50.00		50.00
Mark Bridle: Hedgecutting (Church Lane + Footway)	40.00	8.00	48.00

<b>Total payments for November</b>			<b>881.90</b>
<b>Balance after payments</b>			<b>11,264.00</b>