



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: **Debra Rouget**

Email: info@minsterlovell-pc.gov.uk

Tel: 07712 705865

To: All Members of Minster Lovell Parish Council

You are hereby summoned to a meeting of the Parish Council on **Friday 21 April 2023 at 8.00pm** at St Kenelms Village Hall, Brize Norton Road, Minster Lovell, for the transaction of the business stated below. The Public and Press are also invited to attend.

The Agenda is as follows:

1. Welcome/Members present and apologies for absence
2. Declaration of interest in agenda items
3. Parishioner's public participation (for questions and comments on agenda items)
4. To receive the Minutes of the Parish Council Meeting dated 20th March 2023
5. To receive an update from District Councillor Colin Dingwall
6. To receive an update from County Councillor Liam Walker
7. To review planning applications, decisions, and appeals*
 - 7.1 **17/03978/HHD** Receive an update regarding enforcement action: Lavender Cottage, Minster Lovell - Non-compliance with conditions. Update
 - 7.2 **23/00820/LBC** Internal and external alterations to create an improved utility room and shower room layout, replace failed roof tiles and add solar panels to West facing roof slopes. Rosery, Old Minster Lovell Minster Lovell. Deadline 4 May 2023.
 - 7.3 **23/00884/HHD** Erection of a detached 2 storey annex to provide self-contained accommodation and proposed lean to garage. Conifers, Lower Crescent, Minster Lovell. Deadline 3rd May 2023.
8. Review of the action log
9. Dog warden report
10. Ripley Avenue Amenity Area:
 - 10.1 Monthly Inspection Report
 - 10.2 ROSPA Inspection Report
 - 10.3 Deed of Easement and Path Construction
11. To discuss correspondence received that requires action:
 - 11.1 Grant application – Minster Lovell Flower show. For decision
 - 11.2 Creation of a village museum. For decision.
12. Around the village
 - 12.1 Dog Fouling at Dovecote Development- Sign purchase for approval
 - 12.2 Tree issues – Survey work for approval
 - 12.3 Noticeboard at Dovecote development- For discussion
 - 12.4 Allotments
 - 12.5 S106 projects:
 - Village Hall
 - Children's Playpark
 - 12.6 Coronation
 - 12.7 Issues with fencing at the Spar shop



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13. Finance

13.1 Consider and approve payments due (Schedule of Payments & Receipts included)

Spending powers	Payee	Invoice No	Details	£
Ref 143 (Parish properties: maintenance of)	Multi Hands	INV00679	Window cleaning (ref 2538)	50.00
Ref 106 (Salaries and Allowance)	Debra Rouget	03/2023	April Clerk salary, office allowance and expenses	Private
111	Cllr Jean King		Expenses	45.97
122	Timbertyne	7225	Notice Boards	2736.00
131	I.C.O	2023-24	Data protection fee	40.00
122	Prince William pottery	106122	Coronation mugs	677.04
120	Ubico	60059897	Wash Meadow bins	236.30
115	R Hubber	PC18	Grass Cutting	250.00

S137 grants 1st payment:

Cheque number	Payee	£
201031	Trustees of Wash Meadow	1500.00
201037	Minster Lovell Playing Fields Trust	365.00
201032	Community Counts	750.00
201033	St Kenelms Hall (coffee and chat group)	50.00
201034	Mr P Woodley (Fishing Bailiff)	75.00
201035	Mr S Liyanage (defibrillator electricity)	15.00

13.2 To report payments made with the Council Debit Card - None

13.3 To report payments received Allotments 2023-24:

Plot no	Plot Size	Paid	method
1	Full	29.42	Cheque
2	Full	29.42	BACS
3	Full	29.42	BACS
4a	Half	17.21	BACS
4b	Half	17.21	Cheque
5	Half	17.21	BACS
6	Half	17.21	BACS
7*	Half	* Two half plots paid	BACS
8	Half	17.21	BACS
9	Half	17.21	Cheque
10*	Half	29.42	BACS
11	Full	29.42	BACS
12	Full	29.42	Cheque
13	Full	29.42	BACS
14	Full	29.42	Cheque
15	Full	29.42	BACS

TOTAL

368.04



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13.4 To receive update on monthly bank reconciliation for March 2023

*Listed planning applications are those received by the Clerk in advance of drafting the meeting agenda. The Council will review all applications received up to the date of the meeting.

Signature Clerk:

Public Speaking Policy

Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.

Please Note:

- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- Parishioners are permitted to speak for 3 minutes on Planning Applications and Decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers are required to introduce themselves and confirm their address to the Council.
- Speakers should clearly outline their views concerning the agenda item.
- Representations should be confined to spoken comments only. Any written material, photographs or drawings should be provided before the meeting.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Please remember that Council meetings are held in public and therefore, no comments of a personal, slanderous, defamatory or otherwise offence or abusive nature should be made.
- The Chairman of the Council has the right to stop anyone speaking if such comments are made and the speaker may then forfeit their opportunity to continue to speak.