

STELLING MINNIS PARISH COUNCIL

Chairman: Max Couch
Clerk: Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury CT4 5DE
Email: Stellingminnispc@outlook.com
Website: www.stellingminnis.co.uk

AGENDA

TO: ALL MEMBERS OF STELLING MINNIS PARISH COUNCIL, PRESS AND PUBLIC

Members are hereby summoned, and notice is given that a meeting of the Parish Council will be held on Wednesday **15 JANUARY 2025** at 7.30pm in Stelling Minnis Village Hall.

G. HUBBARD, CLERK TO THE COUNCIL

Chairman to remind all present that they may be filmed, recorded, photographed or otherwise reported on during the meeting. If anybody present is not participating in the meeting and do not wish to be filmed, recorded, photographed or reported on, they should sit in the designated area in the far corner of the meeting room. Anyone filming, recording, photographing or otherwise reporting on the meeting should not include those people in their record.

1. Apologies, Declarations of Interest and Dispensations

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting. These shall be tendered to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members must decide whether the reason(s) for a member’s absence shall be accepted.
- 1.2 Declaration of changes to the Register of Interests
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- 1.4 Requests for Dispensations
- 1.5 Declarations of Lobbying

2. Minutes of the meetings held 13 NOVEMBER 2024: To CONSIDER and AGREE as a true record.

3. Matters arising from the minutes: Not covered on the agenda.

The meeting will then be adjourned for parishioner’s questions and comments on agenda items only

4. Correspondence

- 4.1 KCC Highways - Road safety and active travel group newsletter – circulated to Cllrs
- 4.2 FHDC – Environmental Enforcement Newsletter Jan 2025 – circulated to Cllrs

5. Planning

5.1 To RECEIVE any updates on planning matters

5.2 To DISCUSS new planning applications received

| | | |
|--|------|--|
| | None | |
|--|------|--|

5.3 To NOTE planning applications considered since last meeting

| | | |
|--|------|--|
| | None | |
|--|------|--|

5.3 To NOTE decisions by the planning authority.

| | | |
|--|------|--|
| | None | |
|--|------|--|

6. Roles & Responsibilities

6.1 DISCUSS the idea of a reference document defining roles and responsibilities

7. Village Matters for Discussion/updates.

7.1 To RECEIVE an update on the broken bench seat outside the Stelling Minnis Stores

8. Reports

| | | |
|-----|-----------------------------|------------------------------|
| 8.1 | Website/Facebook reports | Cllr Smith/Clerk |
| 8.2 | Kent County Council | Cllr Carey |
| 8.3 | FHDC Council | Cllr Hollingsbee/Cllr Martin |
| 8.4 | Stelling Minnis Hall | Cllr Couch/Cllr Day |
| 8.5 | Stelling Minnis Tree Warden | Cllr Smith |
| 8.6 | Windmill | Cllr Morley-Smith |
| 8.7 | The Minnis | Cllr Haffenden |

9. Finance

9.1 To CONSIDER and AGREE the budget and precept requirement for 2025-26 (previously circulated to Cllrs)

9.2 To NOTE receipts of income

| | |
|---------------------|------|
| None | 0.00 |
| TOTALS £0.00 | |

9.3 To AUTHORISE payments

Direct Debits to note

| | | |
|----------------------|--|-------|
| DD | Hugo Fox – monthly website fee November & December | 23.98 |
| TOTALS £23.98 | | |

Payments for authorisation

| | | |
|-------------------------|--|--------|
| CHQ508 | Victim Support – annual grant for the year (already paid Dec) | 50.00 |
| CHQ509 | Community Heartbeat – Defib training session (already paid Dec) | 210.00 |
| CHQ510 | Clerks salary December and backpay for rise since 1 st April | 378.80 |
| CHQ511 | SMS CIS – end of 3 rd Quarter payroll services (name change from Dynamix) | 36.00 |
| CHQ512 | HMRC – PAYE 3 rd Quarter | 240.00 |
| CHQ513 | Clerks reimbursement of expenses (postage & Norton antivirus for laptop) | 26.79 |
| CHQ514 | Clerks salary – January (to be paid end Jan) | 299.60 |
| TOTALS £1,241.19 | | |

9.4 To RECEIVE the bank reconciliation to 31st December 2024.

Dates of future meetings: 12 March, 14 May Statutory Annual Meeting, 21 May APM, 9 July, 10 September, 12 November 2025.