

Stelling Minnis Parish Council

Agenda

To All Members of the Council, Press and Public

Members are hereby summoned, and notice is given that a meeting of the Parish Council will be held on Wednesday **12 JULY 2023** at 7.30pm in Stelling Minnis Village Hall.

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 **17 MAY 2023**: 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. To Consider the candidate for Co-option to fill the vacancy

5. Responsibilities 2023-34

This item is rolled over from the May meeting.
KALC area committee
Planning
Minnis Managers
Trustees for Stelling Minnis Common Trust
Highways
Windmill
Village Hall
Footpath Warden
Community Website
Responsible Financial Officer

6. Correspondence

- 6.1 KALC – list of forthcoming training for Cllrs over the next 6 months
- 6.2 Mazars LLP – acknowledgement of our Declaration of Exemption for the year ending 31st March 2023.

7. Planning

7.1 To RECEIVE presentations from residents on current planning applications

7.2 To DISCUSS planning applications received for consideration

23/0799/FH	Single storey rear extension. Knowler Farm, Curtis Lane, Stelling Minnis CT4 6AD	No objections logged from SMPC
23/0820/FH	Front and first floor extension and replacement detached garage. Kinross, Bossingham Road, Stelling Minnis CT4 6AG	Extension to deadline requested from SMPC
23/0826/FH & 23/0854 Listed	Proposed extension, outdoor swimming pool and car barn with associated landscaping works. Butts Farmhouse, Pony Cart Lane, Stelling Minnis CT4 6AU	No objections logged from SMPC
23/0881FH	Two storey rear extension Annexe Knowler Farm, Curtis Lane, Stelling Minnis CT4 6AD	No objections on proviso annexe is not sold separately from main dwelling

7.3 To NOTE decisions by the planning authority

23/0014/FH	Increase in roof height including a dormer to the rear roof slope and a first-floor front extension and the rebuilding of the existing garage to create annexe accommodation. Tarn Hows, Curtis Lane, Stelling Minnis CT4 6AD	APPROVED with conditions 18/05/23
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8. Village Matters for Discussion/updates

8.1 To DISCUSS the creation of a HIP (Highways Improvement Plan)

8.2 To RECEIVE an update the phone box refurbishment and its proposed use

8.3 To DISCUSS dormouse population locations in Stelling Minnis

9. Reports

9.1 Website/Facebook reports

Cllr Smith/Clerk

9.2 Kent County Council

Cllr Carey

9.3 FHDC Council

Cllr Hollingsbee/Cllr Martin

9.4 Stelling Minnis Tree Warden

9.5 Stelling Minnis Village Hall

9.6 Windmill

9.7 Minnis

10. Finance

10.1 To NOTE the clerk has submitted the annual CIL report to FHDC for the year ending 31st March 2023, remaining balance carried forward £19,750.63.

10.2 To NOTE receipts of income

None	0.00
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TOTALS £0.00

10.3 To AUTHORISE payments

CHQ427	G Hubbard – reimbursement of expenses (replacement laptop £499.17 plus £99.83 vat & Office 365 annual subscription £59.99)	658.99
CHQ428	FHDC – uncontested election fee	60.13
CHQ429	Zurich Municipal – PC Insurance policy for year	607.77
CHQ430	Cllr Day – expenses (refreshments for APM)	38.31
CHQ431	Anthony Hadlow – Strimming May	55.00
CHQ432	Stelling Minnis Village Hall – Coronation celebrations	300.00
CHQ433	Mr N Onslow – photography fee for 2022 & 2023 Royal events	200.00
CHQ434	Dynamix – payroll services (1 st QTR & year end)	61.20
CHQ435	ICO – data protection fee renewal	40.00
CHQ436	Cllr Hubble – reimbursement of strimming June & repairs to road sign paid to Anthony Hadlow	75.00
CHQ437	G Hubbard – clerks salary May & June	547.20
CHQ438	HMRC – 1 st QTR PAYE	205.20
CHQ439	KALC – planning training for Cllr Morley Smith	60.00
CHQ440	G Hubbard – Clerks salary July (CHQ dated 28 th July)	273.60
TOTALS		£3,182.40

10.4 To RECEIVE the bank reconciliation to 30th June 2023.

Dates of future meetings: 13 September, 8 November 2023.

Signed: Gail Hubbard
Parish Clerk

7th July 2023
stellingminnispc@outlook.com