

Stelling Minnis Parish Council Agenda

To All Members of the Council, Press and Public

Members are hereby summoned, and notice is given that the Meeting of the Parish Council will be held on Wednesday 19th August at 7:30 pm via Zoom

This meeting will be held remotely under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 in force to allow local authorities to conduct meetings remotely.

Members of the public can join this meeting by contacting the Parish Clerk Irene Bowie irenebowie.smpc@gmail.com no later than 4pm on the day of the meeting. Members of the public can join by video or telephone.

Members of the public wishing to raise matters at the meeting must contact the Clerk and submit their enquiry/question in advance of the meeting and no later than 4pm on the day prior to the meeting.

If joining the meeting, we must ask you to mute your device when entering the meeting and remain muted until you are asked to speak.

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed

1. To adopt the amendment to the PC Standing Orders in line with Government Regulations

2. Ratification of decisions taken under delegated powers HCID:

3. Apologies and absences:

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

4. To Receive Declarations of Interest and Dispensations:

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.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

Irene Bowie Clerk to Stelling Minnis Parish Council
Pollyfield Cottage Scragged Oak Road, Detling, Kent ME14 3HD

5. Consideration of items to be taken in private (Exclusion of Public and Press)

In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press be excluded from the meeting by the reason of its confidential nature.

6. Minutes of the Parish Council Meeting: To consider the minutes and if in order sign as a true record

6.1 Minutes of Parish Council Meeting 4th March 2020

7. Matters arising from the minutes: (not included in other agenda items)

8. Correspondence:

8.1 To receive the items on the schedule

9. Planning:

9.1 To table planning applications received for consideration:

9.1.1 20/1109/FH Coxsole Farm, Bossingham Road, Stelling Minnis, CT4 6AQ
Proposed erection of a new dwelling.

9.2 To table planning applications dealt with since last meeting

9.2.1 20/0523/FH Erection of rear and side single storey extension and extension to existing outbuilding. Little Palmstead House, Bossingham Road, Stelling Minnis, Canterbury, CT4 6AG *SMPC No Objection*

9.2.2 Y19/1063/FH Butts Farmhouse Pony Cart Lane Stelling Minnis CT4 6AU
Minor alteration and extension and new stable block.
SMPC No Objection

9.2.3 KCC/FH/0131/2020 - Stelling Minnis C of E Primary School, Bossingham Road, CT4 6DU Proposed access improvements to the front of the school site including drop off area. *SMPC No Objection*

9.3 To table decisions by the Planning Authority since the last meeting.

9.3.1 20/0523/FH Little Palmstead House, Bossingham Road, CT4 6AG
Erection of rear and side single storey extension and extension to existing outbuilding. FHDC Approved

9.3.2 Y19/0402/FH Stuarts Lodge South Lodge Road Stelling Minnis
Canterbury Kent CT4 6BL FHDC enforcement notices against the two dwellings and the use of the land

10. Village Projects:

10.1 Welcome Pack for New Villagers - Update Cllr Spencer
10.2 New Bus Stop Cllr's Dudas/Hubble

11. Reports:

11.1	SMPC Website Report	Appendix A Nick Smith
11.2	Kent County Council	Cllr Carey
11.3	FHDC District Council	Cllrs Carey/Hollingsbee
11.4	KALC Shepway Area Committee	Cllr Dudas
11.5	Rose and Crown Development	Cllr's Dudas/Hubble
11.6	Kent Community Police	PCSO Mills
11.7	Stelling Minnis Common/Minnis Managers	Cllr Day & Haffenden

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- 11.8 Stelling Minnis Village Hall. Cllr Carr
- 11.9 Stelling Minnis Windmill. Cllr Hubble/Cllr Spencer
- 11.10 Stelling Minnis Tree Warden Cllr Smith
- 11.11 Highways and Signage Cllr's Hubble/Smith

12. Finances

- 12.1 Update of accounts for 2019/20 including payments received
- 12.2 Accounts for payment.
 - 12.2.1 To authorise Payments listed on the schedule.
- 12.3 To confirm bank reconciliation.
- 12.4 Internal and external audit 2019/20
 - 12.4.1 Certificate of Exemption
 - 12.4.2 Internal audit report
 - 12.4.3 Accounts to be approved and signed.
 - 12.4.4 Annual governance statement.
 - 12.4.5 Acceptance of Annual Governance and Accountability Return (AGAR)
 - 12.4.6 Section 137 limits 2019/20
- 12.5 Asset Register/ Risk Assessment Policy
- 12.6 Online Banking

13. Date of Next Meeting:

Part 2

Exclusion of Public and Press – In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press be excluded from the meeting by the reason of its confidential nature.

14. Enforcement matters

Signed: *Irene Bowie* Parish Clerk
irenebowie.smpc@gmail.com

13.08.2020

Appendix A:

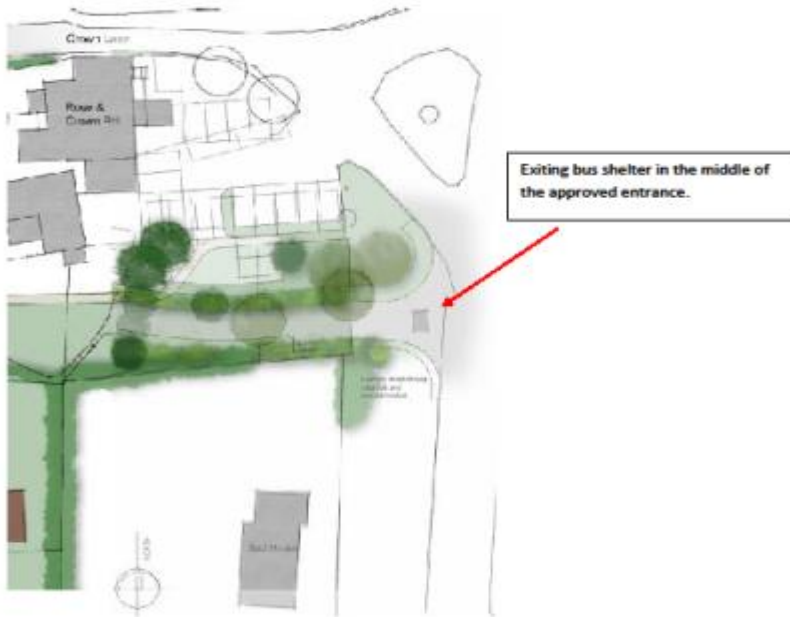
10.2 New Bus Stop

Dear All

I thought you would like to know how we have been progressing in getting our new bus shelter combined notice board building built. As you are fully aware both Laszlo and myself have had to discuss various options in the way forward in view of the major lengthy close down of Jenner's site during the Covid 19 lockdown. In basic terms the site is at least 12 to 16 weeks behind schedule and has been further compounded by the initial shortage of materials for general construction. Our original plan was to have the existing Village notice board demolished and the notice board bit installed independently by itself. This has now moved forward to having the temporary potting/garden/shed bus shelter installed adjacent to the R & C car park so the existing bus stop can be removed to allow Jenner's to widen their road so the extra long roof truss lorries (60 Plus feet long) can access the site. We have insisted that in allowing this to take place, which is contrary to our original agreement, the original notice back panel would be temporarily attached to the potting/garden/shed bus shelter as opposed to any other temporary position. The next step for the new combined shelter/notice board will be the groundwork's which will include a built in street access ramp for wheel chair users. This concrete over site will then be ready to receive the new oak framed structure with green oak weather board finish which is at present under construction by a local firm, English Oak designs of Palmstead, and should be ready for delivery to site by the end of September. We have also insisted on a 12 week window from beginning to end in completing the new combined village asset which all should be proud of. I trust this is all the information we have to date and if any change I will advise.

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ROGATE SITE ENTRANCES



11.1 Stelling Minnis web site report for 19th August 2020 PC meeting

There was a weekend outage on the server at the end of July as our Host (Simon Wood) was upgrading the system. All now seems to be OK.

All pages to be retained on the existing server and web site (www.stelling-minnis.co.uk) when Irene migrates the Parish Council pages to the new web site, which will have a different url – web address, are marked at the bottom with a statement “The contents of this page is not the direct responsibility of Stelling Minnis Parish Council; it is provided as a community service.” Once SMPC pages have been successfully migrated to the new site, they will be removed from the current site and replaced with a link to the new one.

Nick Smith – Webmaster.

8 August 2020

11.10 Tree Warden Report for 19th August 2020 PC meeting

English Rural Housing did in the end get back in touch regarding trees adjacent to the bride path near Brambleton Close. I forwarded the information to John, because his land is adjacent to the bridle path, who has communicated with English Rural Housing that the trees are not under his ownership. ERH will pursue with other land owners.

Trees and branches fallen on the Minnis and blocking well used tracks have continued to be reported to the Minnis Managers, via John.

I have noted that some of the Oak Trees seem to be dying. There is virus affecting English Oaks in the same way as Ash dieback has affected the Ash trees. I have asked John to pass the information onto Charles Gooch as the owner’s land agent.

Nick Smith – Tree Warden

10 August 2020

11.11 Highways

After reporting the hole in the road outside Ashcroft on the edge of the new soakaway drainage system several times over the last 12 months, with temporary repairs being completely unsuccessful, Kent Highways have now completed remedial work (just re-surfacing to do at the time of writing). The work has taken far longer to complete than anticipated – 2 weeks and still counting. They seem to have had to replace some of the pipework as well as extensively repair the road structure around the soakaway pit.

A job has been raised to cut back the hedges both sides of Curtis Lane around the 30mph speed limit signs. Once again Kent Highways had to be reminded of the agreement made between SMPC and Kent Highways about their responsibility to maintain visibility of the signs in both directions.