

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 Monday **28 JUNE 2021** at 7.30pm

Covid-19

Members of the public are welcome to attend this meeting however due to social distancing rules in place for the meeting please can any member of the public wishing to attend advise the clerk by 12noon on the day of the meeting, so seating can be arranged accordingly and the room capacity not exceeded.

A Covid-19 risk assessment has been carried out for this meeting and is available on request, we will also be adhering to the SMVH regulations.

Please remember if you are attending:

Do not attend if you are feeling unwell or showing any symptoms of Covid-19
Face coverings must be worn
Please use sanitizer provided
Remain socially distanced

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 last meeting held 4 MAY 2021: 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 Rogate letter (circulated to Cllrs)
- 4.2 FHDC/KALC - Boundary Commission review 2023
- 4.3 FHDC – Housing briefing note

5. Planning

5.1 To DISCUSS planning applications received for consideration

21/1218/FH	Partial reconstruction and repairs to cart shed including reconstruction of south and part of east walls in brickwork, renewal of corrugated iron roof, addition of iron rainwater goods. Stelling Lodge Farm, Church Lane, Stelling Minnis CT3 5PS	Response by 30 June
21/1132/FH	Section 73 application for the removal/variation of condition 2 (minor alterations to design drawings) of planning permission 20/0268/FH (demolition of existing conservatory, erection of single storey rear and side extensions, and new dormer windows) The Gate Cottage, Bossingham Road, Stelling Minnis CT4 6AZ	No objections to amendments logged 7:0
21/1104/FH	Application for a new tractor store, hay store/lambing shed Stoneacre Farm, Stone Street, Stelling Minnis, Canterbury CT4 6DD	No objections logged 4:0

5.2 To NOTE decisions by the planning authority since the last meeting

19/1063/FH	Minor alterations and extensions and new stable block Butts Farmhouse, Pony Cart Lane, Stelling Minnis CT4 6AU	APPROVED with conditions 11/6/21
21/0560/FH	Proposed new entrance porch incorporating existing dormer Oakwinton, Bossingham Road, Stelling Minnis CT4 6DU	APPROVED 19/5/21
21/0159/FH	Demolition of existing extension, and erection of a two-storey extension and erection of a garage building South Lodge Farm, South Lodge Road, Stelling Minnis, CT4 6BL	APPROVED 27/4/21
21/0577/FH	Anvil House, Pony Cart Lane, Stelling Minnis, Canterbury CT4 6AU 3m reduction in height and 1.5m reduction of laterals of two Beech subject of TPO No 13 of 2004	APPROVED 10/05/21

6. Village Matters for Discussion/updates

- 6.1 Flagpole project
- 6.2 Salt bin for Crown Lane
- 6.3 Provision and erection of Footpath Signpost for Crown Lane
 - I. Ratification of expenditure for sign and post
- 6.4 Defibrillator Training
- 6.5 Communication with the parish

7. Reports

7.1	Website reports	Cllr Smith/Clerk
7.2	Kent County Council	Cllr Carey
7.3	FHDC Council	Cllrs Carey/Hollingsbee
7.4	Stelling Minnis Tree Warden	Cllr Smith

8. AGAR 2020-21 & YEAR END ACCOUNTS

- 8.1 Financial Policies for review
- II. Review the SMPC risk assessment & Adopt Risk Assessment for meetings (June 2021)
 - III. Review the SMPC Fixed Asset register
 - IV. Review of the SMPC Standing Orders (adopted May 2019)
 - V. Review the effectiveness of the Internal Audit
- 8.2 To RECEIVE the Internal Auditors Report and NOTE any recommendations thereon and APPROVE the Terms of Reference Letter for 2020-22 for Internal Audit Services.
- 8.3 To RECEIVE, CONSIDER & APPROVE the AGAR for the financial year ended 31st March 2021
- I. SMPC Accounts 2020-21
 - II. The Annual Governance and Accountability Return for consideration by Cllrs and signing by the Chairman, Comprising of the;
 - I. Exemption Certificate
 - II. Annual Governance Statement
 - II. Accounting Statements

9. FINANCE

- 9.1 **To NOTE receipts of income**
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|------------------------------------------|-----------|
| Stelling Minnis CEP School - Noticeboard | £200.00 |
| KCC – Bus shelter grant | £3,307.50 |
- 9.2 **To AUTHORISE payments**
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| Cllr Dudas reimbursement for extra bricks for bus shelter | £84.40 |
| Came & Company Insurance renewal | £597.17 |
| Thomas Davis – village strimming | £40.00 |
| Bossingham Groundworks | £592.20 |
| ICO Data protection fee | £40.00 |
| Clerks salary May & June | £506.60 |
| HMRC quarterly payment – PAYE | £189.80 |
| Clerks reimbursement for expenses May & June (printing, postage) | £30.39 |
| St Marys Parochial Church Council of Stelling - grant (original CHQ322 CANX as payee incorrect) | £200.00 |
| Stelling Minnis Stores – contribution towards electricity bill For Defib cabinet | £35.00 |

Dates of future meetings: APM postponed, 15th September, 10th November 2021.

Signed: Gail Hubbard
Parish Clerk
stellingminnispc@outlook.com

22nd June 2021