

**STELLING MINNIS PARISH COUNCIL
MINUTES OF THE STATUTORY ANNUAL MEETING ON 17 MAY 2023 HELD AT
7.30PM IN STELLING MINNIS VILLAGE HALL**

Present: Parish Cllr Robert Hubble (Chairman)
Parish Cllr John Haffenden (Vice Chairman)
Parish Cllr Nick Smith
Parish Cllr Ann Day
Parish Cllr Garry Watts
KCC Councillor Susan Carey

Lee Jones, Internal Auditor (part of the meeting)
Gail Hubbard, Clerk to the Council
There were three members of the public present.

The Chairman began by reading out the statement about filming and recording during the meeting then welcomed everyone to the meeting.

1. ELECTION OF THE CHAIRMAN FOR THE YEAR 2023-24

Cllr Haffenden asked for nominations for Chairman, Cllr Smith nominated Cllr Hubble, this was seconded by Cllr Day, there were no other nominations so it was AGREED that Cllr Hubble be elected as Chairman for the year.

2. ELECTION OF THE VICE CHAIRMAN FOR THE YEAR 2023-24

Cllr Hubble then asked for nominations for Vice Chair, Cllr Haffenden was nominated by Cllr Day, seconded by Cllr Smith and AGREED by all so duly elected as Vice Chair for the year.

Cllr Smith wanted to record the excellent job that Cllr Hubble and Cllr Haffenden had done over the last four years.

3. 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 present must decide whether the reason(s) for a member's absence shall be accepted. Apologies received and accepted from Cllr Sally Morley-Smith (holiday) and District Cllr Jenny Hollingsbee.
- 1.2 Declaration of changes to the Register of Interests. There were none
- 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. There were none.
- 1.4 Requests for Dispensations.
Requested from Cllr Smith and Cllr Day regarding the Hardres and Stelling News for the term of office.
- 1.5 Declarations of Lobbying. There were none.

4. MINUTES OF THE MEETING HELD 8 MARCH 2023

The minutes from the previous meeting were proposed by Cllr Smith, seconded by Cllr Haffenden and AGREED by all. The minutes were duly signed by the Chairman of the meeting.

5. MATTERS ARISING

There were none.

ADJOURNMENT

There was none.

6. RESPONSIBILITIES 2022-23

It was AGREED to defer any changes till a later meeting when hopefully two new Cllrs would be on board.

7. CORRESPONDENCE

The following items of correspondence had been circulated to the Cllrs;

- 7.1 Kent Air Ambulance – asking for support. Donation already agreed, payment detailed under finance.
- 7.2 Noted KALC - details of the Bee plan 2023
- 7.3 Noted Dynamix payroll services – increase in costs (£36 per year)

8. PLANNING

8.1 Discussed planning enforcement matters

There are two enforcement cases in the parish that FHDC are currently dealing with and SMPC have been kept updated with; one of which is due to be discussed at the FHDC June planning committee meeting.

8.2 Discussed planning applications received for consideration since the last meeting

None		
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8.3 NOTED decisions by the planning authority since the last meeting

22/2188/FH	Conversion of existing outbuilding to annexe Malt Farm, Bossingham Road, Stelling Minnis, CT4 6BD	APPROVED with conditions 20/04/23
23/0180/FH	Erection of a new garage Land adjoining High Gate, Bossingham Road, Stelling Minnis	APPROVED with conditions 03/05/23

9. VILLAGE MATTERS

COUNCILLOR VACANCY

As only 6 candidates stood for the 7 seats in Stelling Minnis Parish, the Parish Council are able to co-opt on an additional member to fill the vacancy. It was AGREED the draft advert should be placed in the Hardres and Stelling News June edition, with a deadline for applicants of the 30th June 2023. With the hope to be able to co-opt a new Councillor in July.

Lee Jones arrived at 8pm.

KINGS CORONATION CELEBRATIONS

Cllr Hubble reported back on the Kings Coronation event held at SMVH on Sunday 7th May; the day was well attended and the weather was good.

Lee Jones, VH Chairman thanked those that turned up to help setup. The final costs are £620 which has been covered by the VH. Cllr Hubble proposed that SMPC contribute £300 to the VH as a contribution towards the event. This was AGREED unanimously.

Cllr Hubble had also arranged photography for this event with Nick Onslow, Cllr Hubble suggested an attendance fee be paid to Nick for this year's event and last year's Queen's Jubilee event at £100 for each day. This was AGREED to be paid.

ANNUAL PARISH MEETING ARRANGEMENTS

This will be held in the main hall on 24th May with a 7.30pm start.

Vice Chairman to take the meeting as Chairman on holiday.

Agenda to be issued tomorrow by Clerk, reports already invited.

Cllr Day to unlock the hall and to arrange refreshments, claiming back expenditure.

Steve Moores to give Defib talk after the main business meeting.

CURTIS LANE/STONE STREET JUNCTION

Cllr Hubble updated the Councillors following his discussions with KCC Highways over the possibilities for slowing vehicles on the approach to the junction. Any coloured surfaces would not be funded by Highways. The white lining was to be looked at and cleared due to the regular build-up of gravel. Cllr Hubble is awaiting a meeting with the Highway Officer, Cllr Day expressed interest in attending this meeting too. Highways said there have been no recorded collisions at this junction in the last 3 years.

Cllr Carey suggested we look at creating a HIP – highways Improvement Plan for Stelling Minnis. This is a wish list for the parish of improvements and changes we would like to see implemented, KCC Highways will then assess each of these requests and hopefully we can move forward with some. Requests have to be ranked in priority order. Clerk to add HIP onto the July agenda for further discussions and formulation.

The replacement signage for Curtis lane have been made but are not in position yet, ideally they need to be better secured than the previous ones.

10. REPORTS

Refer to Appendix A at end of minutes for the full reports where available.

10.1 Website/Facebook reports Clerk/Cllr Smith

10.2 KCC Report Cllr Carey

Cllr Carey gave her congratulations to all those standing for the next 4 years. Cllr Carey also mentioned the EV charging point scheme (full details in Appendix A) Cllrs were keen to see if the VH would consider positioning one in the carpark. Clerk to write to SMVH Committee to see if this was something that could be considered.

10.3 FHDC Report Cllrs Carey/Hollingsbee

10.4 Stelling Minnis Tree Warden Cllr Smith

10.5 Stelling Minnis Hall Lee Jones

Lee Jones reported that the hall has been very busy; and they are very excited about the 1st film club night, starts this Friday. Thanks to FHDC and SMPC for grants towards the projector and cinema equipment.

10.6 Minnis Cllr Haffenden

Cllr Haffenden reported that the Oak tree has been re-protected before the cattle go out to graze on Friday. Two further days of tidying up are needed.

11. AGAR 2022-23 & YEAR END ACCOUNTS

11.1 Financial Policies for review

I. Reviewed the SMPC Risk assessment

II. Reviewed the SMPC Fixed Asset register

- III. Reviewed the SMPC Ear Marked Reserves
- IV. Reviewed the SMPC Standing Orders(unchanged)
- V. Reviewed the SMPC Financial Regulations(unchanged)

11.2 RECEIVED the Supplementary Internal Auditors Report for 2022/23 and NOTED any recommendations thereon and APPROVED the Terms of Reference Letter appended to the report.

11.3 RECEIVED, CONSIDERED & APPROVED the AGAR for the financial year ended 31st March 2023

- I. SMPC Accounts 2022-23
- 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

12. FINANCE

12.1 CONSIDERED the renewal of the SMPC insurance policy
Three quotations sought for renewal from 1st June. It was AGREED the parish council should be insured with Zurich Insurance under a 3year tie in price of £607.77 each year.

12.2 NOTED the clerk has submitted the CIL Parish Report to FHDC for the year ending 31st March 2022, no expenditure had been made during this period.

12.3 AGREED the expenditure for the purchase of a replacement laptop for the Clerk up to a cost of £580exl vat (held in EMR for new laptop)

12.4 NOTED receipts of income

FHDC – First precept payment	3979.50
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TOTALS £3,979.50

12.5 AUTHORISED payments

CHQ415	Clerks salary March (already paid Yr 22-23)	273.60
CHQ416	HMRC 4 th Qtr payment PAYE (already paid Yr 22-23)	241.20
CHQ417	Dynamix – payroll services year end	24.00
CHQ418	KALC subscription for 23-24	324.24
CHQ419	CPRE subscription for 23-24	36.00
CHQ420	Clerks salary April	273.60
CHQ421	Age UK Hythe & Lyminge– donation 23-24	100.00
CHQ422	Clerks reimbursement of expenses	35.78
CHQ423	Kent Air Ambulance donation 23-24	100.00
CHQ424	St Marys Parochial Church Council of Stelling	200.00
CHQ425	Stelling Minnis Stores – contribution towards electricity for Defib cabinet use	30.00
CHQ426	Stelling Minnis Village hall – contribution towards electricity for Defib cabinet use	30.00

TOTALS £1,668.42

The above payments were proposed by Cllr Haffenden and seconded by Cllr Day so AGREED enbloc.

12.6 RECEIVED the bank reconciliation dated 9th May 2023.

13. AOB FOR INFORMATION ONLY

It was noted that no further action needed to be taken regarding the disabled parking at present.

The meeting closed at 9.11pm.

Dates of future meetings: 24 May APM, 12 July, 13 September, 8 November

Signed..... (Chairman)

Date.....

APPENDIX A

SMPC REPORTS 17 MAY 2023

Stelling Minnis Community web site report

Individual page maintenance and requested revisions made as required.

No problems with the site observed or reported.

Nick Smith – Webmaster for the community site.

Stelling Minnis Parish Council website & Facebook Page

Updated as necessary no problems highlighted

Gail Hubbard, Parish Clerk

Tree Warden Report

Nothing new has been observed or brought to my attention.

Nick Smith – Tree Warden

Phone Box

Re-painting progressing as weather and Martins' time allows.

Nick Smith

Kent County Council report 17 May 2023 for Stelling Minnis

I've only just written a newsletter entry for the June edition of the newsletter so I've slightly adapted it to be my report to you tonight.

The coronation was both a solemn and joyful event so I thought I'd continue the optimism of the occasion and highlight some good news. I've reported previously about KCC's 'No Use Empty' initiative. It started in 2005 and lends money to developers to renovate buildings that have become derelict and are hard to finance. It's been a great success in providing new homes which start paying council tax and stop being a blight on their neighbourhoods. Defaults have been very low and as the loans are repaid the money is loaned again so that in total £55m has been lent by KCC and partner district councils which together with £42m of private investment has seen nearly 8,000 empty homes restored to use. It's the equivalent of building a new town.

Another scheme co-ordinated by KCC is Solar Together which uses group buying to get a good deal for Kent households, small businesses and community buildings to install solar panels and/or battery storage. There's no commitment at the registration stage but once it's known how many people are interested, a reverse auction is held with reputable businesses. Whoever makes the lowest bid wins the contract and those registered receive a quote which they can accept or not. It's a great way to use collective buying power and the winning contractor benefits from a significant number of installations. We've seen increasing interest in Solar Together as energy costs have risen and Round Two of the scheme is just about to complete 1,550 installations. Round Three has attracted over 5,000 registrations and we intend to launch a further round this autumn.

In 2019 KCC pledged to plant 1.5 million extra trees in the county (our Plan Tree). So far we've established 160,004 trees with 48,073 trees planted between December 2022 and March 2023. KCC has been successful in winning grants not just for tree planting but also to increase our Plan Tree team which means we can make more bids and run more projects. The team tells me we could see around 300,000 extra trees planted in Kent in the next winter planting season and they'll be co-ordinating efforts to water, mulch and weed around the trees already planted.

KCC has also been successful in winning further Government funding to install public Electric Vehicle Charging points across the county. We are already well advanced in our EV 600 scheme to put a coherent network of 600+ EV charging points in council owned car parks across Kent (over 100 have already been installed in car parks belonging to Folkestone & Hythe council) and this funding should enable us to do even more. At the end of April 2023 there were 42,566 public EV charging points in the UK across 24,909 locations and many more at people's private homes and business premises. (For comparison there are just over 8,365 petrol stations in the UK – 2022 figures) It's also perfectly possible to charge an electric vehicle from a normal domestic socket in your garage or from a drive. I've had an electric car for over four years now and recharge overnight using a lead that has a normal three point plug. It doesn't matter that it takes several hours to recharge as it does so whilst I sleep and I start each day with a full battery. KCC has also helped set up fast chargers for taxi drivers (there are some in Folkestone) and installed chargers at village halls in rural locations (Elham Village Hall is one example of this). We'll be doing more to help people make the switch to electric which will reduce carbon emissions, improve air quality and reduce noise on our roads.

I hope you have found these projects as cheering as I do and I look forward to reporting on further progress later this year.

Susan Carey
Member for Elham Valley, Kent County Council