

STELLING MINNIS PARISH COUNCIL

A G E N D A

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 7th March in Stelling Minnis Village Hall commencing at 7.30 pm

1. 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.

2. Declaration of Interest.

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.

3. Minutes of the Parish Council Meeting 1st November 2017

To consider the minutes and if in order sign as a true record

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

4.1 SMPC Village Appraisal (2008/reviewed 2010)

5. Public Participation and Comment

Meetings of the Parish Council are not public meetings but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. Members of the public may not take part in the Parish Council meeting itself.

6. Correspondence

6.1 To table items of late correspondence

6.2 Items circulated for information

6.2.1 KALC Parish News

6.2.2 Minutes of Minnis Mangers Meeting October 2017

6.2.3 NALC CEO Bulletin 7-16th February

6.2.4 Great British Spring Clean

6.3 Items acted on: None

6.4 Items for discussion

6.4.1 Rural Services Network. Calor Grants for rural communities

7. PLANNING

- 7.1 To table late planning applications received for consideration.
- 7.2 To table planning applications dealt with since last meeting
- 7.3 To table decisions by the Planning Authority since the last meeting.
- 7.4 Update re Stonegate Famers Development

8. Parish Council Noticeboard

9. New Internet Connection in Village Hall

10. Neighbourhood Watch Update

11. Phone Box on Minnis Field

12. New upgrades to Orange mast at High Chimney Farm.

13. Web Site

- 13.1 Update report from Nick Smith Webmaster Appendix A

14. REPORTS

- 14.1 Kent County Council KCC Cllr Carey
- 14.2 Shepway District Council SDC Cllrs Carey/Hollingsbee
- 14.3 KALC Shepway Area Committee Cllr Dudas
- 14.4 Kent Community Police. PCSO
- 14.5 Minnis Managers. Cllrs Day & Haffenden
- 14.6 Stelling Minnis Village Hall. Cllr Stephen
- 14.7 Stelling Minnis Windmill. Cllr Hubble
- 14.8 Other reports.
 - 14.8.1 Footpath Warden Martin Hart
 - 14.8.2 Tree Warden Cllr Dimmock
 - 14.3.3 GDPR Requirements I Bowie

15. STELLING MINNIS COMMON

- 15.1 Other Stelling Minnis Common Matters, not covered by 10.5

16. HIGHWAYS

- 16.1 Speed limit Bossingham Road and Wheelbarrow Town
- 16.2 Additional signage on the Minnis

17. FINANCE

- 17.1 Update of account for 2017/18 including payments received. (Detail at Appendix B)
- 17.2 Accounts for payment.
 - 17.2.1 Accounts for approval and payment
 - Clerk (I Bowie) Salary £ 284.12
 - Total Payment to I Bowie £ 284.12
 - PAYE (4th Quarter) (HMRC) £ 70.80
 - N Smith Webmaster Honorarium £ 350.00
 - KALC GDPR Training Course Clerk £ 32.00
 - CiLCA SMPC Contribution 50% of £250 £ 125.00
- 17.3 Payments to be discussed for approval
- 17.4 Online banking

18. Fryarne Park Wood - Encampments

19. Extra Bus Shelter

20. Any other business –

Items for discussion to be forwarded to the Chairman by 6th March 2018

21. Dates of Future Meetings 2018

2 May 2018 (AGM), 16 May 2018 (APM)

Signed: Irene Bowie Parish Clerk

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Appendix A:

13.1 Stelling Minnis web report

Stelling Minnis web site report for March 2018 PC meeting

- Cllrs attendance record updated following January PC meeting.
- Agenda and both draft and approved minutes of Parish Council meetings added when received from Clerk.
- Highways closure notices added as and when received from Clerk & removed when time expired.
- NHW Parish Mag reports added to web page, older ones now being removed when 12 months old (was 6 month).
- Monthly church services continue to be added to both Stelling and Upper Hardres churches web pages. Monthly reports "News" from Stelling Church added to their page – will be removed when 6 months old.
- No Minnis Managers minutes received since those for July 2017 – Secretary asked if minutes of later meetings have yet been approved and released. Will be added when received.
- Verification of information on FOSM page requested.

Nick Smith – Webmaster.
23 Feb 2018

Appendix B - Finance

SMPC- Finance information March 2018 meeting

1) Payments to be approved:

Clerk (I Bowie) Salary	(February/March 18)	£	284.12
Total Payment to I Bowie		£	284.12
PAYE (Payable to HMRC) Quarter 3		£	70.80
PAYE (Payable HMRC) Quarter 3		£	70.80

STELLING MINNIS PARISH COUNCIL Statement for presentation at Council meetings
Payments and income 2017/18

Meeting - 7th March 2018

Item	Budget	Paid to date	Budget unspent prior this meeting	Items for payment 6 March 2018	Totals paid and payments to be made	End of year Prediction
Clerks Salary(ies)(Net)	2254.00	1721.28	532.72	284.12	2005.40	2254.00
Clerk PAYE	564.00	464.49	99.51	70.80	535.29	564.00
Clerks expenses (Admin).	400.00	161.92	238.08		161.92	400.00
Councillors expenses	75.00	0.00	75.00		0.00	75.00
Council insurance	375.00	351.51	23.49		351.51	375.00
Village hall hire	80.00	85.00	-5.00		85.00	85.00
Audit commission fee	120.00	0.00	120.00		0.00	120.00
Training & development	600.00	72.00	528.00	161.00	233.00	600.00
Election costs	0.00	0.00	0.00		0.00	0.00
Chairman's allowance	100.00	78.25	21.75		78.25	100.00
Membership KALC	280.00	270.36	9.64		270.36	280.00
Membership ACRK	50.00	50.00	0.00		50.00	50.00
Membership CPRE	40.00	40.00	0.00		40.00	40.00
Donation Stelling Church (mtce closed church yard)	200.00	200.00	0.00		200.00	200.00
Donations to worthy causes	300.00	300.00	0.00		300.00	300.00
Honorarium for Webmaster	350.00	0.00	350.00	350.00	350.00	350.00
Planning drawings (SDC)	50.00	0.00	50.00		0.00	50.00
KALC publications	50.00	0.00	50.00		0.00	50.00
Computer Software	50.00	0.00	50.00		0.00	50.00
Electricity for Defibrillator	12.00	12	0.00		12.00	12.00
Rose & Crown kerbing	0.00	2000	0.00		2000	2000.00
Sub Total	5950.00	5806.81	2143.19	865.92	6672.73	7955.00
Contingency	200.00					
		0.00			0.00	
		0.00			0.00	
		0.00			0.00	
Total Contingency	200.00	0.00	200.00	0.00	0.00	200.00
Overall Total outgoing	6150.00	5806.81	2343.19	865.92	6672.73	8155.00
Income:						
Balance brought forward	6892.91					6892.91
Precept 1st payment	2650.00					2650.00
Precept 2nd payment	2650.00					2650.00
VAT refund	0.00					
Transparency fund grant	0.00					
Shepway members grants	2000.00					
Bossingham Youth Club	233.21					233.21
Shepway Community chest	0.00					2000.00
Total income	14426.12	14426.12			14426.12	14426.12
Balance: Budget & actual	8276.12	8619.31			7753.39	6271.12
Target to carry forward not less than £4300 into 2018/19 financial year.						
Year end prediction	£6,338.96	Including VAT refund & grants.				
Current bank Balance	£10,860.91	31-Jan-18		Notes		
Unpresented cheques	£2,241.60	31-Jan-18	£161 Training £36 KALC GDPR Course			
Income not yet on statement			£125 CiLCA 50% Contribution			
Reconciled Balance	£8,619.31	31-Jan-18				
VAT to be re-claimed to date	£67.84					