

Stelling Minnis Parish Council MINUTES of MEETING on 4th September 2019

Present: R Hubble – Chairman; J Haffenden- Vice Chairman ;A Day; P Carr;
D Spencer; N Smith I Bowie – Clerk
Also present: Cllr S Carey

Cllr Hubble opened the meeting and read the statement on filming and recording during the meeting

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.

Apologies received: Cllr J Hollingsbee

2. 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. **There were none**

3. Minutes of the Parish Council Meeting:

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

Minutes of Parish Council Meeting 26th June 2019

The minutes of the meetings were circulated to all councillors prior to the meeting for them to be reviewed. Cllr Haffenden proposed that the minutes be accepted with 2 amendments as a true account of the meeting and this was seconded by Cllr Day.

Resolved: Councillors agreed that minutes were an accurate record of the meeting and were signed by Cllr Hubble.

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

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

Noted

6.2.1 NALC CEO Bulletin's

6.2.2 Rural Services Bulletin

6.2.3 The Kent Country Show 2019 25-26 August

6.2.4 KALC Dynamic Councillor Event

6.2.5 Kent Fire and Rescue Road Safety Experience Rural Services Bulletin

6.2.6 Bringing the NHS Long Term Plan to life in Kent and Medway: Your invite to one of four events Update - Cllr Carr

6.2.7 Local Government Brexit Bulletin 22 August

6.3 Items acted on

6.4 Items for discussion

Noted

6.4.1 KALC Training Events

7. Planning:

- 7.1 **To table late planning applications received for consideration**
- 7.2 **To table planning applications received for consideration**
- 7.3 **To table planning applications dealt with since last meeting**
 - 7.3.1 Y19/0730/FH Gaylees Farm Stone Street Stelling Minnis
Erection of a two storey side and rear porch, first floor rear balcony, along with the installation of cladding and stonework to all elevations
SMPC Approve
 - 7.3.2 Y19/0863/FH 2 Minnis Field Curtis Lane
Erection of a single storey rear extension
SMPC Approve
 - 7.3.3 Y19/0669/FH The Cottage Fishers Lane Stelling Minnis
Change of use of outbuilding from ancillary residential use in connection with Abbotswood to a separate residential unit.
SMPC Approve
- 7.4 **To table decisions by the Planning Authority since the last meeting.**
 - 7.4.1 Y18/0456/SH Camping And Caravaning Site Rose & Crown
Erection of 13 dwellings with access from Minnis Lane.
Approved with Conditions
Decision Issued Date Thu 25 Jul 2019
- 7.5 **Other Planning Matters**
 - 7.5.1 Fryarne Park Wood Encampment and COL – Update
Cllr Hubble gave his report.
This matter is being progressed FHDC by the Planning Department.
 - 7.5.2 Land adjoining Bower Farm House Bossingham Road No Update
 - 7.5.3 Stone Farm Stone Street No Update
 - 7.5.4 Proposed building next to George Inn -
Cllr Hubble gave his report.

8. New Website Requirements:

8.1 New legislative requirements

The Clerk provided an update on The Public Sector Bodies (Websites and Applications) Accessibility Regulations. The current PC website does meet the Accessibility Regulations.

It was **AGREED** that the Clerk would investigate the Hugo Fox Website provision for parish councils and report back at the next meeting.

It was **RESOLVED** that the parish council would have a separate and dedicated Website. Cllr Smith would remain as webmaster until the new PC website was created and thereafter would be webmaster for the Stelling Minnis site and not the parish council website. Proposed by Cllr Haffenden, seconded by Cllr Day and agreed by all.

8.2 Clerks Access to the PC Website

It was **AGREED** that the Clerk would be the administrator for the new PC website.

9. Village Projects:

9.1 Village (Minnis Green) Maintenance

FHDC had been notified that 2 Ash Trees needed inspected. The Clerk and Cllr Smith will monitor progress.

9.2 To Compile a List of Future Village Projects

Only one member of the public had responded to the article for suggestions in the Parish Magazine. This was read out . Cllr Carr suggested that the

entrances to the Village could be improved. It was **AGREED** to continue to consider projects that benefit residents. Cllr Smith and Day to produce another article for the Parish Magazine .

9.3 To consider:

- 9.3.1 The provision of services for the strimming and grass cutting around signs and other minor areas

It was **AGREED** that the parish council would arrange for a contractor to trim and cut the grass during the growing season, village tidy.

- 9.3.2 The setting of a budget for the services agreed in 9.3.1

It was **RESOLVED** to set an initial budget of £200 per annum. Proposed by Cllr Carr, seconded by Cllr Day and agreed by all.

9.4 Welcome Pack for New Villagers - Update Cllr Spencer

Cllr Spencer gave a presentation on the format and contents of the New Residents Pack. The Chairman thanked Cllr Spencer for all of his work. It was **AGREED** to continue with the project. Cllr Spencer to obtain production costings.

Cllr Carey confirmed that both she and Cllr Hollingsbee would contribute a total of £500 toward the production costs. Clerk to apply for the funding.

10. Update on Rose and Crown Development : Cllrs Dudas/Hubble

Cllr Dudas gave his report. He confirmed that the PC have been working to ensure that the project was successful for all residents. He explained that the PC could not micromanage the project and encourage residents to contact FHDC or the Developer directly for further information.

Cllr Dudas reported that 16 members of the public had attended the Consultation Event hosted by the PC. The response had been on balance good but there were still some concerns amongst residents.

A resident at the meeting raised concerns regarding the proposed location of the bus stop and the congestion that may be caused by construction traffic.

Cllr Haffenden started that the Minnis Owners have granted temporary permission for an overflow parking area on the Minnis for construction workers vehicles.

A resident thanked Cllr Dudas for efforts in this matter.

The Chairman and all Cllr's thanked Cllr Dudas for his outstanding efforts with this development.

11. Highways and Signage:

- 11.1 Update- Cllr Smith/Cllr Hubble

Cllr Hubble reported that Cllr Hollingsbee to discuss the missing street names for Curtis Lane with FHDC.

13. Reports:

- | | | | |
|------|---|-------------------------|------------|
| 13.1 | SMPC Website Report | Nick Smith | Appendix A |
| 13.2 | Kent County Council | Cllr Carey | |
| | Cllr Carey gave her report. | | |
| 13.3 | FHDC District Council | Cllrs Carey/Hollingsbee | |
| 13.4 | KALC Shepway Area Committee | Cllr Dudas | |
| 13.5 | Kent Community Police | PCSO Mills | |
| 13.6 | Stelling Minnis Common/Minnis Managers | Cllr Day & Haffenden | |
| | It was reported that the tree Survey would be available for the next meeting. FOSM to start again in October. | | |
| 13.7 | Stelling Minnis Village Hall. | Cllr Carr | |
| | Cllr Carr gave her report. | | |

- 13.8 Stelling Minnis Windmill. Cllr Hubble/Cllr Spencer
It was reported that the Windmill would be closed at the end of
September.
- 13.9 Stelling Minnis Tree Warden Cllr Smith Appendix A

14. Finances: Appendix B

- 14.1 Update of accounts for 2019/20 including payments received
- 14.2 Accounts
- | | | |
|--------|--------------------------------------|----------|
| 14.2.1 | Clerks salary August+ September 2019 | £ 491.20 |
| 14.2.3 | Cllr Smith Lock for Noticeboard | £ 4.35 |
- 14.3 Late Payments to be discussed for approval and payment
All payments proposed by Cllr Dudas, seconded by Cllr Spencer and
agreed by all.

15. Policy Review

- 15.1 NALC Model Financial Regulations 2019
Circulated for review at the November meeting

15. Agenda Items for Next meeting:

16. Dates of Future Meetings:

6th November; 8th January 2020

Signed: *Robert Hubble*

6th November 2019

Appendix A:

13.1

Stelling Minnis web site report for 4th September 2019 PC meeting

There have not been any known problems with the server since the last meeting. The audit details and account information was added to the Council's own web page and the notice of audit removed on its expiry date (12th August).

The Notice board page has been re-vamped to make it easier (I hope) to find individual topics. Links to the various consultations and surveys relevant to the community have been added together with the expiry date of the consultation or survey.

Planning applications information is included when provided by the Clerk.

The NALC's tree charter has been added to the Tree Wardens page.

The information on the Upper Hardres Church web page has now all been removed, apart from a table of church services and a link provided to their own web page, thus avoiding conflicting or duplication of information. The will be repeated on other web pages where the organisation concerned have their own web site and I have been made aware of it.

Nick Smith – Webmaster.

25 August 2019

13.9 Tree Warden Report for 4th September 2019 PC meeting

Met with the Minnis Owners arboriculturist on 2nd July. He only wanted me to point out the areas most used by the public. This I did and also showed him the area used by the school for their Forest School. I also advised him that all the tracks on the Minnis, no matter how small, were used by the community in some way. He wanted to concentrate on trees adjacent to tracks. He carried out his survey between 2nd and 5th July inclusive

We also visited the two Ash trees on Minnis Green. He felt they were definitely in need of some urgent attention especially as a branch had recently fallen from one. Some doubt as to who was responsible – F&HDC or Minnis Owners – referred to Charles Gooch who confirmed that they were within the FHDC area. The Clerk has since reported back that the Tree Officer had contacted her for more information so that the trees could be inspected..

Nick Smith – Tree Warden

25 August 2019

