

## STELLING MINNIS PARISH COUNCIL

Chairman: Max Couch  
Clerk: Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury CT4 5DE  
Email: [Stellingminnispc@outlook.com](mailto:Stellingminnispc@outlook.com)  
Website: [www.stellingminnisparishcouncil.gov.uk](http://www.stellingminnisparishcouncil.gov.uk)

## AGENDA

### TO: ALL MEMBERS OF STELLING MINNIS PARISH COUNCIL, PRESS AND PUBLIC

Members are hereby summoned, and notice is given that a meeting of the Parish Council will be held on  
Wednesday **14 JANUARY 2026** at 7.30pm in Stelling Minnis Village Hall.

**G. HUBBARD, CLERK TO THE COUNCIL**  
**8 JANUARY 2026**

*Chairman to remind all present that they may be filmed, recorded, photographed or otherwise reported on during the meeting. If anybody present is not participating in the meeting and do not wish to be filmed, recorded, photographed or reported on, they should sit in the designated area in the far corner of the meeting room. Anyone filming, recording, photographing or otherwise reporting on the meeting should not include those people in their record.*

#### 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 meetings held **12 NOVEMBER 2025**: To CONSIDER and AGREE as a true record.

The meeting will then be adjourned for parishioner's questions and comments on agenda items only

#### 3. Correspondence

- 3.1 NHS - pilot of neighbourhood health teams – invite to a briefing at the North Downs Forum, 22 January – Circulated to Cllrs
- 3.2 KALC - invite to the Shepway Area Committee - 18 December – circulated to Cllrs and apologies given
- 3.3 FHDC – invite to the next Planning forum on 26 January - circulated to Cllrs

#### 4. Planning

##### 4.1 To RECEIVE any updates on planning matters

##### 4.2 To DISCUSS new planning applications received

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##### 4.3 To NOTE decisions by the planning authority.

25/2943/FH	Erection of a replacement garage York Dene, Curtis Lane, Stelling Minnis CT4 6AE	Approved by FHDC
25/1310/FH	Detached dwelling with carport and landscaping	Approved by FHDC

	Land east of Sunrise, Bossingham Road, Stelling Minnis CT4 6AQ	
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**5. Stellingminnisparishcouncil.gov.uk and email provision**

- 5.1 To CONSIDER the implementation of a.gov.uk email address for the clerk at a cost of £2.49 plus VAT per month (to comply with Assertion 10 of the 2025-26 AGAR)

**6. General Power of Competence (GPC)**

- 6.1 To RESOLVE that SMPC meets the criteria for GPC following the qualification of the clerk and having sufficient elected Cllrs (at least two thirds)

**7. Reports**

7.1	Website/Facebook reports	Cllr Smith/Clerk
7.2	Kent County Council	Cllr Hespe
7.3	FHDC Council	Cllr Hollingsbee/Cllr Martin
7.4	Stelling Minnis Hall	Cllr Day
7.5	Stelling Minnis Tree Warden	Cllr Smith
7.6	Windmill	Cllr Morley-Smith
7.7	The Minnis	Cllr Haffenden
7.8	Highways	Cllr Hubble

**8. Finance**

- 8.1 To CONSIDER and AGREE the budget and precept requirement for 2026-27 (previously circulated to Cllrs)
- 8.2 To CONSIDER the current CIL funds and potential to be received and any projects to fund from this
- I. The replacement of the defibrillator unit sited at the shop (2026-27)
  - II. The replacement of the defibrillator unit sited at the hall (2027-28)
- 8.3 To CONSIDER AND AGREE the award of one salary SCP to the clerk due to attainment of the CILCA qualification (as per contract of employment)

- 8.4 To NOTE receipts of income

None	
<b>TOTALS £0.00</b>	

- 8.5 To AUTHORISE payments

**Direct Debits to note**

DD	Hugo Fox – monthly website fee Nov & Dec	23.98
DD	Unity Trust – account charge Nov & Dec	12.00
<b>TOTALS</b>		<b>£25.98</b>

**Payments for authorisation**

CHQ038	The Hardres and Stelling News – clerks annual subscription to newsletter	26.00
CHQ039	Clerks salary – December	309.20
CHQ040	SMS CIS - payroll services for quarter	36.00
CHQ041	Clerks reimbursement of expenditure (printer ink)	35.71
CHQ042	HMRC – PAYE 3 <sup>rd</sup> quarter payment	252.41
CHQ043	Clerks salary January (to be paid 31 <sup>st</sup> )	309.00
<b>TOTALS</b>		<b>£968.32</b>

- 8.6 To RECEIVE the Bank reconciliation to 31<sup>st</sup> December 2025

*Dates of future meetings: 11 March, 13 May Statutory Annual Meeting, 20 May Annual Parish Meeting, 8 July, 9 September, 11 November 2026.*