

STELLING MINNIS PARISH COUNCIL

Chairman: Max Couch
Clerk: Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury CT4 5DE
Email: Stellingminnispc@outlook.com
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AGENDA

DATED: 8 MAY 2025

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

Members are hereby summoned, and notice is given that the Statutory Annual Meeting of the Parish Council will be held on Wednesday **14 MAY 2025** at 7.30pm in Stelling Minnis Village Hall.

G. HUBBARD, CLERK TO THE COUNCIL

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. Election of Chairman for the year 2025-26**
- 2. Election of Vice Chairman for the year 2025-26**
- 3. Apologies, Declarations of Interest and Dispensations**
 - 3.1 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.
 - 3.2 Declaration of changes to the Register of Interests
 - 3.3 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.
 - 3.4 Requests for Dispensations
 - 3.5 Declarations of Lobbying
- 4. Minutes of the meetings held 12 MARCH: To CONSIDER and AGREE as a true record.**

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

- 5. Appointing of Trustees and roles and responsibilities 2025-26**

Trustees to be appointed to: Stelling Minnis VH Trust, Stelling Minnis Windmill Trust, Stelling Minnis Common Trust

Responsibilities: RFO, KALC area Committee, Planning, Highways, Minnis Managers, Tree Warden, Footpath Warden, Community Website, Flag Officer

With reference to roles and responsibilities document created by Cllr Smith
Working together as SMPC Member – matter to be raised by Cllr Hubble

- 6. Correspondence**
 - 6.1 KALC – 10-year plan for NHS – survey circulated to Cllrs
 - 6.2 KALC – invite to EGM on 19 June on local government reorganisation
 - 6.3 SM Windmill Trust – invite to EGM on 19 May to discuss the way ahead for the mill in light of KCC divesting of their windmills
- 7. Planning**
 - 7.1 **To RECEIVE any updates on planning/enforcement issues**
 - 7.2 **To DISCUSS new planning applications received**

25/0589/FH	Replacement of flat roofed areas and installation of solar panels Almond Tree Cottage, Curtis Lane, Stelling Minnis CT4 6AE	Response due by 21 May
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7.3 To NOTE planning applications considered since last meeting

25/00659/FH	Doghouse Farm, Stone Street, Petham CT4 6PU Erection of a single storey pool house	SMPC response no objection
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7.4 To NOTE decisions by the planning authority.

25/00205/FH	Two storey extension to front of existing house to replace entrance porch and two storey infill to the rear of the house to replace first floor open terrace. Mackenize House, Bossingham Road, Stelling Minnis CT4 6AQ	Approved with conditions
25/00527/FH	Montreux, Bossingham Road, Stelling Minnis CT4 6AG Single storey side and rear porch extensions.	Approved with conditions

8. Review of Policies

- 8.1 To REVIEW the SMPC Financial Regulations
- 8.2 To REVIEW the SMPC Standing Orders

9. Village Matters for Discussion/updates.

- 9.1 To RECEIVE the report on the Defibrillators:
 - I. CONSIDER the proposal to takeout the Defibrillator Aftercare package offered by Hopkins at a cost of £415.80 plus VAT per year to cover both defibrillators (shop and hall)
 - II. CONSIDER the proposal to budget to replace the oldest unit (shop) in 2026/27 and then the other unit (hall) in 2027/28
- 9.2 To DISCUSS the issue of Neospora on the common and the plans the owners and mangers are pursuing to tackle this and how SMPC can help.
- 9.3 To DISCUSS the grant request received from SM Village Hall for £5895.00 of the ring-fenced CIL money, this will be combined with funding from the hall and donations received to cover the costs of the essential roof repairs.
- 9.4 To DISCUSS the issue of the rubble blocking access across PROW HE12
- 9.5 To DISCUSS any final plans for next weeks Annual Parish Meeting

10. Reports

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| 10.1 | Website/Facebook reports | Cllr Smith/Clerk |
| 10.2 | Kent County Council | |
| 10.3 | FHDC Council | Cllr Hollingsbee/Cllr Martin |
| 10.4 | Stelling Minnis Hall | Cllr Couch/Cllr Day |
| 10.5 | Stelling Minnis Tree Warden | Cllr Smith |
| 10.6 | Windmill | Cllr Morley-Smith |
| 10.7 | The Minnis | Cllr Haffenden |
| 10.8 | Highways | Cllr Hubble |

11. Finance

- 11.1 To NOTE the clerk has prepared the annual CIL report for FHDC showing the remaining balance at 31st March 2025 as £9311.23.

11.2 To NOTE receipts of income

FHDC – 1 st precept payment	4179.50
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TOTALS £4179.50

11.3 To AUTHORISE payments

Direct Debits to note

DD	Hugo Fox – monthly website fee March & April	23.98
DD	Unity Trust Bank – monthly fees March & April	12.00

TOTALS £35.98

Payments for authorisation

CHQ001	KALC – annual subscription	359.23
CHQ002	SMS CIS – Payroll year end submission	24.00
CHQ003	Hopkins – AED 2 sets of replacement defib pads fitted	117.00
CHQ005	AC Hadlow – strimming April	55.00
CHQ006	G Hubbard – clerks salary April	299.60
CHQ007	CPRE – annual subscription	36.00
CHQ008	Kent Air Ambulance Trust – grant for 2025-26	100.00
CHQ009	St Marys Stelling – grant for upkeep of closed churchyard 2025-26	200.00
CHQ010	Stelling Minnis Stores- grant for defib electricity usage	35.00
CHQ011	Stelling Minnis VH – grant for defib electricity usage	35.00
CHQ012	Clerks reimbursement of expenses April (printer ink & stationary supplies)	49.70
CHQ013	G Hubbard – clerks salary May (to be paid end May)	299.60
CHQ014	Zurich Municipal – annual renewal of SMPC insurance	527.29

TOTALS £2,137.42

11.4 To RECEIVE the bank reconciliation to 30 April 2025

Dates of future meetings: 21 May APM, 18 June, 10 September, 12 November 2025.