

STELLING MINNIS PARISH COUNCIL

Chairman: Max Couch
Clerk: Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury CT4 5DE
Email: Stellingminnispc@outlook.com
Website: 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 **10 SEPTEMBER 2025** at 7.30pm in Stelling Minnis Village Hall.

G. HUBBARD, CLERK TO THE COUNCIL
4 SEPTEMBER 2025

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 **18 JUNE 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 KALC – Newsletter Aug & Sept editions circulated to Cllrs

4. Planning

4.1 To RECEIVE any updates on planning matters

4.2 To DISCUSS new planning applications received

25/1575/FH	Listed building consent for replacement roof to cart shed Stelling Lodge Farm, Church Lane, Stelling Minnis CT4 5PS	Response by 02/10/25
25/1426/FH	Listed building consent for the partial reconstruction and repairs to cart shed, reconstruction of south and part of east walls, renewal of corrugated iron roof and addition of cast iron rainwater goods.	Response by 19/09/25
25/1506/FH	Conversion of existing detached garage into annexe. Yew Tree Cottage, Stone Street, Petham CT4 5PU	Response by 18/09/25

4.3 To NOTE planning applications considered since last meeting

25/1310/FH	Detached dwelling with carport and landscaping Land east of Sunrise, Bossingham Road, Stelling Minnis CT4 6AQ	No objections from SMPC logged
------------	--	--------------------------------

4.4 To NOTE decisions by the planning authority.

25/0659/FH	Erection of a dingle storey pool house Doghouse Farm, Stone Street, Petham CT4 5PU	APPEAL lodged APP/L2250/D/25/3370841
25/0589/FH	Replacement of flat roofed areas and installation of solar panels. Almond Tree Cottage, Curtis Lane CT4 6AE	APPROVED by FHDC 18/06/25

5. Village Matters for Discussion

- 5.1 To AGREE the purchase of the replacement bench for outside the shop at a cost of £1143.75 incl vat plus installation
- 5.2 To CONSIDER a request from St Mary's Church Stelling for a grant towards the redecoration of the kitchen
- 5.3 To DISCUSS possibilities for installation of an EV charging point in the village and any grants that might be available
- 5.4 To REVIEW the SMPC HIP (Highway Improvement Plan)
- 5.5 To RECEIVE an update on the status of the community website
- 5.6 To DISCUSS arrangements for producing more welcome packs

6. Parish Council future plans

- 6.1 To DISCUSS what SMPC might want to achieve over the next twelve months

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 Couch/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 AGREE the implementation of 2025/26 Local Government Services Pay Agreement for the Clerk, backdated to 1st April 2025.

- 8.2 To NOTE receipts of income

HMRC – 2024-25 VAT reclaim	159.00
TOTALS	£159.00

- 8.3 To AUTHORISE payments

Direct Debits to note

DD	Hugo Fox – monthly website fee July & August	23.98
DD	Unity Trust – account charge July & August	12.00
TOTALS		£25.98

Payments for authorisation

CHQ025	Anthony Hadlow – strimming July	55.00
CHQ026	Clerks salary July	299.60
CHQ027	Clerks salary August	299.40
CHQ028	Anthony Hadlow – strimming August	55.00
CHQ029	SMS CIS Payroll solutions – payroll for Qtr	36.00
CHQ030	Cllr Nick Smith – reimbursement for replacement bench to be ordered after approval at this meeting	1143.75

CHQ031	Clerks salary September (to be paid 30 th)	299.40
CHQ032	HMRC – PAYE for 2 nd QTR (to be paid 30 th)	224.60
TOTALS		£2,412.75

8.4 To RECEIVE the Bank reconciliation to 31st August 2025

8.5 To RECEIVE the budget expenditure report to 31st August 2025

8. 2026 Dates

To AGREE the meeting dates for 2026 (as attached list)

Dates of future meetings: 12 November 2025.