

STALISFIELD PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in Stalisfield Village Hall on 16 May 2022

Present: Cllr Cat Horn (Chair), Cllr Jerry Brown and Cllr Nina Williams; and Mrs Wendy Licence (Clerk)

1. Election of Chairman

Cllr Horn welcomed everyone to the meeting.

Cllr Williams **PROPOSED** Cllr Horn for the office of Chair; **SECONDED** by Cllr Norwood: **AGREED UNANIMOUSLY**. Cllr Horn duly signed her acceptance of office in the presence of the Clerk.

2. Apologies

Apologies had been received from Cllr Tracy Dove and Cllr Chris Norwood; apologies accepted.

Apologies had also been received from County Councillor Rich Lehmann (at another meeting) and Ward Member David Simmons; apologies noted.

3. Declarations of interest

None were declared.

4. Minutes of the Parish Council Meeting Held on 17 January 2022

Cllr Horn read the minutes.

It was **AGREED UNANIMOUSLY** to accept the minutes as a true record.

5. Matters Arising from the Minutes

Ref: 22/500980/FULL

Address: Hillcrest Hillside Road Stalisfield Faversham Kent ME13 0JF

Proposal: Erection of side porch, alterations to rear pitched roof, Including Alterations To Windows And Doors.

Cllr Horn reported that the application has been permitted.

Ref: 22/500550/FULL

Address: Land West of Church Road Stalisfield Kent ME13 0JG

Proposal: Change of use of grazing/agricultural land to a natural burial ground, including creation of associated access and car park

Cllr Horn said a decision is yet to be made.

6. Public Time

No members of the public were present.

7. Planning Matters

There were no new planning applications.

8. Finance

i. Annual Governance Statement- To agree the statement.

Councillors approved the Annual Governance Statement which was duly signed by Cllr Horn and the Clerk.

ii. Annual Return for the Year Ended 31 March 2022- To receive the end of year return and to consider the adoption and signing of the return.

Councillors approved the Accounting Statement which was signed by Cllr Horn and the Clerk.

iii. To Certify exemption from a limited assurance review under Section 9 Of the Local iv. Audit (Smaller Authorities) Regulations 2015.

Councillors agreed to certify the Parish Council exempt from a limited assurance review under Section 9 Of the Local Audit (Smaller Authorities) Regulations 2015, the certificate was duly signed by Cllr Horn and the Clerk.

v. Councillor expenses

There were none.

vi. Invoices

a) KALC Subscription

It was **AGREED UNANIMOUSLY** to pay KALC subscription £162.73 (cheque no 245)

b) Insurance renewal

Councillors considered quotations for the insurance and **AGREED UNANIMOUSLY** to accept the quotation of £214 from Zurich Municipal (cheque no 246).

c) Stalisfield Village Hall- hall hire

It was **AGREED UNANIMOUSLY** to pay Stalisfield Village Hall £11,25 for hall hire (cheque no 247)

vii. To consider request for donation from Swale Citizens Advice

It was **AGREED UNANIMOUSLY** to make a grant of £100 to Swale Citizens Advice (cheque no 248).

viii. To consider request for donation from Victim Support

It was **AGREED UNANIMOUSLY** to make a grant of £50 to Victim Support (cheque no 250).

9. Proposal for a memorial bench for Brian Mills

Cllr Horn said memorial benches are being organised and plaques will be permitted on the benches.

10. Any Other Business

No other matter was raised.

11. Date of next meeting

To be confirmed by email.

There being no further business, the meeting closed at 9.05pm

Signed as a true record of the meeting

Chair

Date 29 September 2022