

# MINSTER PARISH COUNCIL



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Clerk to the Council: Ms. Kyla Lamb - MAAT

29th September 2022

## MINSTER PARISH COUNCIL

4th OCTOBER 2022

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at Minster Library and Neighbourhood Centre on Tuesday 4<sup>th</sup> October 2022 at 7 p.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

***NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.***

## AGENDA

The meeting will commence with a minute's silence in memory of her Majesty Queen Elizabeth II who sadly passed away on the 8<sup>th</sup> September 2022.

### **1. APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

### **2. MINUTES**

To approve the minutes of the meeting held on 6<sup>th</sup> September 2022 (**Appendix A**).

3. **MEMBERS' INTERESTS**

To register any new interests, or deregistration, by Members.

4. **POLICING & COMMUNITY WARDEN REPORT**

To report on any other matters as appropriate.

5. **COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORT**

To receive reports from County and District Councillor's as appropriate.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

7. **REPORT OF THE CLERK**

The Clerk to report upon any matters that may have arisen since the dispatch of the agenda.

8. **DOCUMENTS AVAILABLE FOR INSPECTION**

Plans regarding Land West of Tothill Street.

9. **SECTION 106 AGREEMENT**

The Clerk will update members with any information.

10. **NEIGHBOURHOOD PLAN**

Members are asked to give further consideration to preparing a Neighbourhood Plan.

11. **DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET OL/TH/18/1488**

The Chairman will update members on any further information received regarding the above application since the last meeting.

13. **NEW PARISH OFFICE BUILDING**

Cllr Torbett will update members on the project and the move by the Clerks to the new office.

14. **REVIEW OF INTERNAL AUDIT REPORT FOR 2021/2022 AND CONSIDER ANY RECOMMENDATIONS**

Members are asked to consider the Attached Audit Report prepared by our internal auditor David Buckett for the 2021/22 Audit. Members are asked to consider the recommendations with in the report. **(circulated by email)**

15. **ANTI-SOCIAL BEHAVIOUR**

The Chairman will update members on a meeting with Sergeant Jim Woodward, PCSO Brandon Greenleaf and Debbie Crosswell JFMP Officer regarding recent issues with anti-social behaviour raised at the last meeting.

**16. STAFF WAGES**

Cllr Quittenden will ask members to review staff wages in light of the current cost of living crisis.

**17. WINTER HARDSHIP FUND**

The Chairman will update members on discussions with other groups in the village on how to provide support for the community this winter with the cost of living continuing to increase.

**18. PARKING WARDEN FOR THE VILLAGES**

Following the recent TRRG meeting, Cllr Quittenden will update members on the discussions regarding parking wardens and ask Members to consider a way forward.

**19. PLANNING APPLICATIONS**

To receive an update on planning comments made to Thanet District Council and decisions made by Thanet District Council since the last meeting.

**20. COMMITTEE REPRESENTATIVE REPORTS**

To receive reports, if appropriate, from representatives of the following bodies:

TALC                      Cllrs. Crow-Brown & Quittenden

Minster School        Cllr. Colin Mills

Twinning Assn.        Cllr. Burden

**21. REPORT OF THE RFO**

(a) Bank balance statement

(b) Statement of Receipts and Payments for September 2022 **(circulated by email prior to the meeting)**

(c) To receive the Budget/Income expense report to 30<sup>th</sup> September 2022 **(circulated by email before the meeting)**

(d) Annual Audit of Accounts the RFO to report on the return of the Annual Return.

**22. QUESTIONS FROM THE PUBLIC**

Up to 15 minutes will be allowed for members of the public to ask questions or comment on parish matters.

**Mrs. Kyla Lamb**  
**Clerk to the Council**

**29<sup>th</sup> September 2022**