

# STELLING MINNIS PARISH COUNCIL

## A G E N D A

**To All Members of the Council, Press and Public**

**Members are hereby summoned and notice is given that the Meeting of the Parish Council will be held on Wednesday 4<sup>th</sup> July 2018 in Stelling Minnis Village Hall commencing at 7.30 pm**

**1. Apologies and absences**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

**2. Declaration of Interest.**

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.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

**3. PLANNING**

3.1 To table planning applications received for consideration

3.2 To table planning applications dealt with since last meeting

3.2.1 Y18/0731/FH- Sherwood Crown Lane. Erection of a first floor rear extension

3.2.2 Y18/0604/FH Parkmead Stone Street Petham. Erection of a two storey side extension

3.3 To table decisions by the Planning Authority since the last meeting.

3.3.1 Y18/0427/SH - Newlands Curtis Lane Approved

3.4 Update re Stonegate Famers Development

**4. Minutes of the Parish Council Meeting 7<sup>th</sup> March 2018**

To consider the minutes and if in order sign as a true record

**5. Matters arising from the minutes** (not included in other agenda items)

There were none

**6. Public Participation and Comment**

*Meetings of the Parish Council are not public meetings but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. Members of the public may not take part in the Parish Council meeting itself.*

**7. Correspondence**

7.1 To table items of late correspondence

7.2 Items circulated for information

7.2.1 Highways England - Operation Stack Listening Exercise

7.2.2 Remembrance Day Silhouette Installation Grants

7.2.3 NALC Annual Conference

- 7.2.4 Purchase of compactor bins for the coastal park
- 7.3 Items acted on:
  - 7.3.1 Request to Complete & Circulate Short CIL Survey
- 7.4 Items for discussion
  - KCC Big Conversation Parish Seminars

**8. Parish Council Noticeboard**

**9. Neighbourhood Watch Update**

**10. Phone Box on Minnis Field**

**11. REPORTS**

- 11.1 SMPC Website Report Nick Smith
- 11.2 Kent County Council KCC Cllr Carey
- 11.3 Shepway District Council SDC Cllrs Carey/Hollingsbee
- 11.4 KALC Shepway Area Committee Cllr Dudas
- 11.5 Kent Community Police. PCSO
- 11.6 Stelling Minnis Common/Minnis Managers Cllrs Day & Haffenden
- 11.7 Stelling Minnis Village Hall. Cllr Stephen
- 11.8 Stelling Minnis Windmill. Cllr Hubble
- 11.9 Other reports.

**12. HIGHWAYS**

- 12.1 Speed limit Bossingham Road and Wheelbarrow Town - Update
- 12.2 Additional signage on the Minnis
- 12.3 Street Names and Finger Post damage
- 12.4 New Kerbing opposite R & C Triangle

**13. FINANCE**

- 13.1 Update of account for 2018/19 including payments received.
- 13.2 Accounts for payment.
  - 13.2.1 Accounts for approval and payment
  - Clerk (I Bowie) Salary £ 284.12
  - Total Payment to I Bowie £ 284.12
  - PAYE (1st Quarter) (HMRC) £ 70.80
  - Came and Co Insurance 3 year Agreement £ 397.29
  - Hire of Village Hall 2017/18 £ 45.00
- 13.4 Payments to be discussed for approval
- 13.5 Online banking
- 13.6 Asset register

**14. Fryarne Park Wood – Encampment Update**

**15. Extra Bus Shelter**

**16. PC Policy Review**

**17. Minnis Green - Maintenance**

**18. Any other business –**

Items for discussion to be forwarded to the Chairman by 3<sup>rd</sup> July 2018

**19. Confidential Item:** In view of the confidential nature of the business to be transacted at Agenda item 19, the press and public to be excluded from this part of the meeting

## 20. Dates of Future Meetings 2018

**5th September, 7<sup>th</sup> November, 9th January 2019, 6th March, 1st May (AMPC), 15th May (APM), 3rd July**

**Signed:** Irene Bowie Parish Clerk

☎ 01622 737749    ✉ irenebowie.smpc@gmail.com

### Appendix A:

#### 11.1 Stelling Minnis web report

##### Stelling Minnis web site report for July 2018 PC meeting

- Maintenance of both Parish Council and other club/society pages undertaken on request. This includes the 2017/18 accounts and audit reports.
- From 3 -18 June was unable to publish updates to any web pages because of an error at the Server. Updated pages were published on 18th June.
- Have briefly investigated alternatives, should the need arise. The best options would seem to be either use the EIS (all Kent Parishes) web sites – these are a .gov.uk site, but there seem to be restrictions on organisation of the web site to a standard format – I will investigate further; no costs involved for the basic site, may be for any additions; site is written using WordPress. An alternative would be to pay for hosting facilities and apply, via them, for a standalone .gov.uk web address – the domain name is free initially but there is a renewal fees every 3 years or so; can use any web language. Our web site is written using html (hypertext mark-up language). My recommendation would be to remain as we are and consider a change of host and thus web site address, which would be required, if the existing host failed in a major way again. Change to WordPress based system would entail a complete re-write of every page; change to an html system based host would be relatively simple. Cllrs to need to be aware that any computer system is liable to have short term failures and problems.
- The only page which needs an overhaul is SMVH, there is a format error which I need to sort out – however all the correct information is on the page.
- Movement of cattle between compartments has been shown with dates on the relevant page.
- Other than SMVH, no other organisation has asked for changes to be made.
- The hit rate in June, from stats available to me, show an average of 7 hits a day (ranging from 0 to 14). Most visits are single page visits – referred to a “bounce” – left the web site after 1 page, however visitors may have been looking for a specific piece of information. Most visitors were in the UK with some from the EU. Visitors have been recorded as far away as Canada and China in May/June.
- The “Whats on” page is used as the basis for the Parish Magazines’ diary of events, and is compiled from dates included in articles for the Magazine.

Nick Smith – Webmaster.  
25 June 2018