

MINSTER PARISH COUNCIL



The Parish Office
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Clerk to the Council: Kyla Lamb - MAAT

27th August 2026

MINSTER PARISH COUNCIL

MEETING

1st SEPTEMBER 2026

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at John Spanton Sports Pavilion, St Mildreds Road, Minster on Tuesday 1st September 2026 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

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. MINUTES

To approve the minutes of the Council meeting held on 7th July 2026 (**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 Councillors 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**

Documents will be placed around at the meeting, as appropriate.

9. **PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE**

To receive minutes of the meeting held on 28th July 2026 and the recommendations contained therein. **(Appendix B)**

10. **FIREWORKS FRIDAY 6TH NOVEMBER 2026**

We have been advised that Quex Fireworks has not been scheduled this year. We expect this to mean a significant increase in attendance at Minster's Firework display from residents and the surrounding area. Members are asked to consider the following:

- Should the event go ahead.
- If the event goes ahead, can some of the income from buckets go towards additional Christmas tree lights.
- If the event does not go ahead, can £1000 of the budget for fireworks be moved to provide additional lights for the main Christmas tree.

It should also be noted that more volunteers are required as we need 20 and 5 are already unavailable.

11. **THE FUTURE OF THE PROVISION OF CRICKET AT MINSTER RECREATION GROUND**

Following the review of the cricket use last September, the Assistant Clerk has provided an updated summary of usage and costs for this season **(Appendix C)**. We have also had 2 complaints from a resident of Petts Crescent who reported that cricket balls have entered his property and he was hit on one occasion. He requested that a fence to stop the balls going into his garden be erected the same as the football fence further along.

Members views are sought on whether the pitch should remain at the recreation ground and whether consideration should be given to installing a fence.

12. MOTIONS FOR KALC AGM WEDNESDAY 25th NOVEMBER 2026

Members are asked to consider the proposed motion below for consideration at the KALC AGM on Wednesday 25th November 2026. Motions must be submitted by Wednesday 30th September 2026.

Proposed Motion:

Following the substantial water supply issues within Kent again this year and noting the recent comments from the Rt Hon Steve Reed, Secretary of State for Housing, Communities and Local Government on 26 June, that **"new homes "will not be built" if the infrastructure to provide them with drinking water is not in place"**, Minster Parish Council requests that there should be a moratorium on the approval of all future major development or Local Plan allocations across the County unless or until absolute assurance can be provided that fully funded infrastructure delivery plans will ensure all necessary infrastructure identified through the planning processes is provided as prior development commitments.

13. REPLACEMENT OF COUNCILLORS LAPTOPS

Members are aware that the Communications Committee have been considering the requirement for new laptops for all Councillors as the current ones are 8 years old and the operating system Windows 10 is no longer supported.

Members are asked to consider the following:-

Purchasing 11 laptops from Laptops Direct, specification as follows:-

Lenovo V15 G4 Ryzen 5 8GB RAM 256GB SSD 15.6 Inch Windows 11 Pro Laptop including Microsoft office Professional Plus 2024 **Total £4298.46**

OR

Lenovo V14 G4 AMD Ryzen 5 8GB RAM 256GB SSD 14 Inch Windows 11 Pro Laptop including Microsoft office Professional Plus 2024 **Total £4481.72**

Members should be aware that there is a provision of £3300 currently in earmarked reserves so the additional allocation would be £1181 for the purchase of the more expensive machines.

Members views are sought.

14. INSURANCE RENEWAL

Members are asked to review the insurance renewal 1/10/2026 – 30/09/2027 for the Parish Council for the ensuing year. (Renewal documents will be emailed prior to the meeting from the current provider)

15. INSTALLATION OF BOLLARD IN THORNE ROAD

Following the recent replacement of the 3G pitch mat, it became apparent that cars are using the former entrance to houses on the Cheney Estate as a parking space. This hinders access to the pitch and bowls club for large vehicles. Members are asked to consider erecting a wooden bollard in this space to keep it clear. There are other bollards further up the path. Minster Parish Council took ownership of this path from Mr Spanton. Members views are sought.

16. COMMITTEE REPRESENTATIVE REPORTS

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

TALC	Cllrs. Crow-Brown & Quittenden
Minster School	Cllr Webzell

17. REPORT OF THE RFO

(a) Bank balance statement

(b) Statement of Receipts and Payments for July and August 2026 (**circulated by email prior to the meeting**)

18. QUESTIONS FROM THE PUBLIC

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

A handwritten signature in black ink that reads "K. Lamb". The signature is written in a cursive, slightly slanted style.

Mrs. Kyla Lamb

Clerk to the Council

27th August 2026