

MINSTER PARISH COUNCIL



The Parish Office
John Spanton Sports Pavilion
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Clerk to the Council: Kyla Lamb - MAAT

1st October 2026

MINSTER PARISH COUNCIL

MEETING

6th OCTOBER 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 6th October 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 1st September 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 29th September 2026 and the recommendations contained therein. **(circulated by email prior to the meeting)**

10. **CARNIVAL COURT REQUEST FOR CONTINUED GRANT**

Miss Minster Carnival Court is no longer continuing. However, Roy and Carol Bailey have agreed to continue arranging visiting Carnival Courts to take part in Minster Shows Parade and Miss Minster will still head the parade. There is a reciprocal arrangement that the carnival courts are provided with refreshments after the carnival events. A request has been made to continue to fund this which takes place at Watchester Lane Scouts Camp. Approximately 7 other carnival courts attend the parade. The Baileys arrange the parade and stewards for this. The request is for £200-£250. Members views are sought.

11. **INSURANCE RENEWAL**

Members are asked to ratify review the insurance renewal 1/10/2026 – 30/09/2027 for the Parish Council for the ensuing year in the sum of **£4850.87** (Renewal documents have been emailed prior to the meeting from the current provider).

12. **COMMITTEE REPRESENTATIVE REPORTS**

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

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

13. **REPORT OF THE RFO**

(a) Bank balance statement

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

- (c) Annual Audit of Accounts the RFO to report on the Annual Return external audit.
(circulated by email prior to the meeting)
- (d) To receive the Budget/Income expense report to 30th September 2026 **(circulated by email before the meeting)**

14. 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, flowing style.

Mrs. Kyla Lamb

Clerk to the Council

1st October 2026