

**STELLING MINNIS PARISH COUNCIL  
MINUTES OF THE MEETING ON 10 JANUARY 2024 HELD AT 7.30PM IN STELLING  
MINNIS VILLAGE HALL**

**Present:** Parish Cllr Robert Hubble (Chairman)  
Parish Cllr John Haffenden  
Parish Cllr Nick Smith  
Parish Cllr Ann Day  
Parish Cllr Garry Watts  
Parish Cllr Sally Morley-Smith (for part of meeting)  
Parish Cllr Max Couch  
FHDC Councillor Jenny Hollingsbee  
FHDC Councillor Elaine Martin

Gail Hubbard, Clerk to the Council  
There were five members of the public present.

The Chairman began by reading out the statement about filming and recording during the meeting then welcomed everyone to the meeting.

**1. APOLOGIES, DECLARATIONS OF INTEREST AND DISPENSATIONS**

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting. These shall be tendered to the Parish Clerk prior to the meeting, 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. Apologies received from KCC Cllr Susan Carey. Cllr Morley Smith to arrive late due to work commitments.
- 1.2 Declaration of changes to the Register of Interests. There were none
- 1.3 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. There were none.
- 1.4 Requests for Dispensations. There were none.
- 1.5 Declarations of Lobbying. There were none.

**2. MINUTES OF THE MEETING HELD 8 NOVEMBER 2023**

The minutes from the previous meeting were proposed by Cllr Smith, seconded by Cllr Couch and AGREED. The minutes were duly signed by the Chairman.

**3. MATTERS ARISING**

There were none.

**ADJOURNMENT**

There was none, covered under items on the agenda.

**4. CORRESPONDENCE**

The following items of correspondence had been circulated to the Cllrs;

- 4.1 Victim Support – Letter of thanks for our £50 donation
- 4.2 Local Flood Risk Management strategy consultation information
- 4.3 FHDC budget proposal consultation information
- 4.4 FHDC Member Allowance Schemes

## 5. PLANNING

5.1 RECEIVED a presentation from residents on a current application:

### **23/1967/FH – Land rear of St Bernadette Cottage**

The applicants explained the reasons why a new application was now required by FHDC, being mainly due to discrepancies of the boundary lines on the original application drawings. The applicants had originally applied for a revision to the existing but had now been informed it must be a new application. A couple of tweaks to the hips and ridges had also been made following advice from FHDC officers.

The applicants left the meeting at 7.55pm.

The Chairman then addressed item 6.5 on the agenda as a resident was present to raise this matter.

### ***PARKING ISSUES IN THE VILLAGE***

A resident was present to raise concerns over the passing bay created in Crown Lane, which is currently being used for parking, this makes access to the properties driveways very awkward and the passing of vehicles an issue. The passing bay should be finished off properly with no parking signage erected. Grass verge outside the opposite property should also be repaired (this has been damaged where vehicles are forced to mount the verge when there are vehicles parked in the passing bay). The Chairman will contact John Showler, Chair of Rose Lane Management Committee to ask for this to be finished as per the original plans.

Cllr Hollingsbee suggested the damage to the verge be reported to KCC Highways in the first instance.

Cllr Watts raised his concerns over the incomplete planting to the rear of the passing bay and hedge gap by the developers of Rose Lane.

Resident left the meeting at 8.10pm.

The planning section was then resumed as below.

5.2 DISCUSSED planning applications received for consideration since the last meeting

23/1967/FH	Erection of two 3 bedroom chalet bungalows, associated garages and driveway.  Land rear of St Bernadette Cottage, Harvest Lane, Stelling Minnis CT4 6AX	No objection to be submitted from SMPC.
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5.3 NOTED decisions by the planning authority since the last meeting

23/1460/FH	Variation of condition 4 (Operational hours) of planning permission 21/2459/FH to allow for an extension of opening times.  The Stores, Minnis Lane, Stelling Minnis CT4 6AS	Approved with conditions
23/1598/FH	Two storey side and rear extension, solar panels on workshop roof.	Refused

	Sandgath, Sandy Lane, Stelling Minnis CT4 6DR	
23/1212/FH	Raised terrace, installation of new roof coverings and photovoltaic panels, replacement windows and installation of patio doors.  Jacaranda House, Bossingham Road, Stelling Minnis CT4 6AQ	Approved
23/1633/FH/PA	Determination as to whether the prior approval of the local planning authority is required under schedule 2, Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the erection of a grain store.  High Chimney Farm, Split Lane, Stelling Minnis CT4 6BA	Does not need prior approval.

## 6. VILLAGE MATTERS

### **DAVISON'S MILL STELLING MINNIS**

Cara Cooper and Shelagh Carter both Stelling Minnis Mill and Museum Trustees were present to give an update on the KCC Windmill Consultation that is currently underway.

KCC owns and is responsible for the preservation of eight historic windmills across the county. They are looking to make savings and one possibility is to find alternative arrangements for the ownership and/or financial responsibility of windmills as set out in the Kent Heritage Conservation Strategy.

The Trust is in strong disagreement with the proposed changes to the Heritage Strategy and would want to see the control remain with KCC. They have met with the other Mills to create a joint approach. The Trust printed 150 leaflets and have leafleted many of the homes in Stelling Minnis. They have also had a site visit with FHDC officers.

Stelling Minnis Mill is different from the other mills, it has land and it has a museum (which is owned by the trust but not the land). The land is integral to the use of the mill for parking etc.

It was AGREED that SMPC should make an ACV nomination to FHDC. Clerk to action.

The main message from the Trustees is please complete the consultation and prevent the disposal of the windmills, KCC have the experience and understanding of how to maintain these historical buildings, they also have the access to the skilled labour team needed for such works. The consultation and further details can be accessed below. The consultation is open until 29<sup>th</sup> January 2024.

<https://letstalk.kent.gov.uk/windmills-consultation>

Results of the consultation are likely to be available late spring. The Chairman has already completed a paper consultation response on behalf of SMPC. Cara Cooper to scan over the details of this response to be shared with the rest of the councillors. Cllrs encouraged to submit individual personal responses.

Cara & Shelia left the meeting at 9.10pm

### **HIGHWAYS IMPROVEMENT PLAN (HIP)**

The Clerk had met with our Highway Improvements Engineer in December and he had also visited site on 13<sup>th</sup> December. The following are what are recommended and possible:

#### Stone Street – approaching the Curtis Lane junction

Installation of SLOW road markings alongside the staggered junction warning signs

#### 30mph limit within Stelling Minnis

Enhancement of all the 30mph terminals with 30mph roundels on the carriageway and look at adding additional 30mph roundels next to the 30mph repeater sign on Curtis Lane

KCC Highways would fund this scheme, but it would need to wait till the new financial year.

It was AGREED that we should go ahead with the works on Stone Street and then double check on a drawing exactly where the roundels would go in the village, before also going ahead with this works.

### **HIGHWAYS MATTERS**

The Clerk had reported the damaged grit bin on the triangle of grass on Wheelbarrow Town, that had been hit by a vehicle to KCC Highways, hopefully this will be replaced and filled shortly.

### **STELLING VILLAGE HALL EV CHARGING**

The Village Hall Committee are keen to pursue the installation by KCC of two EV bays in the carpark. The Chairman had mentioned this project in the recent Hardres and Stelling News, Clerk to now compile a response from the parish council in support of the EV charging scheme and forward to the VHMC.

## **7. REPORTS**

Refer to Appendix A at end of minutes for the full reports.

7.1	KCC Highways Seminar	Clerk
7.2	KCC Report	Cllr Carey
7.3	FHDC Report	Cllr Martin/Cllr Hollingsbee
7.4	Stelling Minnis Hall	Cllr Couch/Cllr Day

Cllr Day reported that the hall has secured a new monthly booking from EDF Energy.

Cllr Hollingsbee and Cllr Martin both left the meeting at 9.40pm

## **8. FINANCE**

8.1 AGREED the appointment of Lionel Robbins as internal auditor for the year ending 31<sup>st</sup> March 2024.

8.2 AGREED the implementation of the 2022/23 Local Government Services Pay Agreement to the Clerk, backdated to 1<sup>st</sup> April 2023 as per the agreement.

8.3 AGREED the precept figure for 2024-25. The budget was CONSIDERED and AGREED by all. The figure of £8159.00 is to be requested from FHDC as the 2024-25

precept. This is only £200.00 more than last year's amount but due to a change in the tax base from FHDC this will show as approx. a 7.3% increase/£1.93pa on a band D property.

8.4 NOTED receipts of income

HMRC – VAT reclaim for 2022-23	579.16
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**TOTALS £579.16**

8.5 AUTHORISED payments

CHQ456	Dynamix – payroll services for end of QTR	36.00
CHQ457	Clerks salary – December	273.60
CHQ458	HMRC – PAYE for 3 <sup>rd</sup> QTR	205.20
CHQ459	Clerks reclaim of expenses (postage,ink, files)	46.19
CHQ460	Clerk salary January and backdated rise as per pay agreement (to be paid 31 <sup>st</sup> January)	433.60

**TOTALS £994.59**

The above payments were proposed by Cllr Haffenden and seconded by Cllr Day so AGREED.

8.6 RECEIVED the bank reconciliation dated 31<sup>st</sup> December 2023.

The meeting closed at 9.50pm.

*Dates of future meetings: 13 March, 8 May, 22 May APM, 10 July, 11 September, 13 November 2024.*

Signed..... (Chairman)

Date.....

**APPENDIX A**

**SMPC REPORTS 10 JANUARY 2024**

**KCC Highways seminar – attended online 29 November**

**Utility works/roadworks**

Big problem with roads being dug up all over the place, there is also an issue with the quality of repairs done once holes filled by utility companies. Many of these jobs are done as emergency works so with only 48 hours notice to Highways. An emergency is down to the utility companies to self describe an 'emergency'. I.e.a road can be closed and dug up due to one resident loosing their WIFI – declared an emergency by provider! KCC are lobbying central Government to try and get the processes changed and bring their roads back under control.

**Winter Service**

Winter service has now begun so the weather is being monitored closely.  
£3.7m winter budget

**HIP – Nikola Floodgate**

HIP is a living document, continually updated.  
Useful template so all parishes are displaying their wants/wishes in the same format  
Bringing together a community voice.  
Parishes can publish their HIP on their website but be careful to manage expectations.  
Out of the 180 parishes in East Kent, 149 parishes have HIPs. Over 80 traffic surveys have been carried out this year.

### **Planning and Development – Tim Read**

KCC are a statutory consultee on planning applications.  
There are 12 Districts in Kent for them to deal with

Between 1<sup>st</sup> Jan & 31<sup>st</sup> Aug 2023, there has been:

200 pre applications  
4,200 planning consultations  
With 21 days to respond to each  
12% holding objection  
4% recommend objection

They are tied to the National Planning Policy Framework, which states:

***Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety or the residual cumulative impacts would be severe.***

**There is however no definition of severe.**

So when an application goes to appeal, very occasionally an inspector will accept it is severe but more often they will not and allow the application to go ahead.

To Sum up

- The officers advice must be objective, based on evidence and in accordance with national legislation
- Evidence base is key: focus on sustainability, safety. Sight lines, casualty records, emergency vehicles. Less on congestion, cumulative is committed and likely in 3 years but is it severe.
- Required to work with applicants to find solutions to known constraints
- LPA takes decisions. KCC makes recommendations
- Pick battles as risk of losing at appeal, costs and loss.

### **EV Charging – Tim Middleton**

Charge point infrastructure needs to remain ahead of the increase in EV ownership.

### **Parish network (halls, community centres)**

25 locations installed

15/20 in works

Scheme currently paused for new entrants as Gov have changed policies

Gail Hubbard, Parish Clerk

## **KCC Report for Parish Council 10 January 2024**

This is an edited version of a recent review of 2023 by KCC Leader Roger Gough which I thought would make a better report than anything I could produce.

“There are significant challenges we as an authority, like many others across the country, are facing. We are not a council that has been reckless with its finances, far from it, and our sound decisions have given us the best possible chance to stave off what has been coming down the track at us. However, we are not immune to the impacts.

Increased costs and demands on our services have meant we have had to face some very hard budgetary decisions. In Kent we have specific issues, such as travel disruption at our ports, and the response to migration and unaccompanied asylum-seeking children. Despite what we shoulder, central government funding has fallen far short. There is no doubt that times are exceedingly tough.

We cannot focus only on survival but on continuing to change and innovate, while delivering good services to the people of Kent. Looking back on 2023, there have been some notable moments, some of which have seen us rising to support our residents through shock after shock, not least the cost-of-living crisis and helping people in the most difficult circumstances.

Our solid collaboration with the NHS has seen some excellent work on seasonal campaigns and the development of the Integrated Care Strategy. Our task in 2024 will be to start turning this into practical delivery across our county and our communities. RAAC (reinforced autoclaved aerated concrete) entered the common vernacular in 2023. Our swift action following the change of national rules, helped in no small part by the rapid flexibility of our school community, kept disruption to a minimum. We are a key partner in the Kent Resilience Forum, responding to the pressures on our extensive and much-travelled road network with Kent Police, National Highways and others. Our highways and other staff respond to emergencies on our own road network in all weathers.

We have an exceptional record in responding to the diverse issues of asylum, migration and resettlement, including responding (across many parts of our organisation) to the referral of more than 2,000 unaccompanied asylum-seeking children into our service in the last year, and working with district and borough colleagues in response to the requirement to empty the Afghan bridging hotels in the late summer. We are committed to the environment, balancing everything we consider with nature’s voice and its unrivalled positive impact on health and wellbeing, and preserving the enduring appeal of the Garden of England. I look forward to taking forward our initiatives, such as Making Space for Nature, in 2024.

These could be viewed as the ‘big ticket items’ and are only a small selection of the services that KCC provides. I am incredibly proud that some of the greatest effects of our work can be felt in the quiet, often unseen, interactions full of kindness, compassion and thoughtfulness from across all of our teams.

Roger Gough, Leader, Kent County Council”

I send my best wishes to you and the parish for the year ahead.  
Susan Carey, Member for Elham Valley, Kent County Council

## **District Councillor Report – Stelling Minnis 10 January 2024**

**Budget** - Work has continued on the 24/25 budget for which will be voted on by the full Council on 18<sup>th</sup> February 2024. Whilst the District Council was left in a good financial situation when the new administration took over in May, inflationary pressures have put all Councils under financial pressure which will require increases to Council tax and fees broadly in line with inflation plus some possible cuts to non statutory services. Whilst I accept and support the need for some increases I am personally opposed to proposals to cut back on street cleansing and reduction in waste bins around the District as I feel these will ultimately lead to additional costs in dealing with fly tipping and a general deterioration on the appearance of the District which was one of the top objectives of the previous administration. There is also a proposal to reduce the number of verge cuts during the course of the year. The consultation on the budget proposals closes on 15 January so there is still time to make your comments - [Search – Folkestone & Hythe District Council \(folkestone-hythe.gov.uk\)](#)

**Otterpool Park PLC** – there has been no update on a strategic partner over the Christmas period.

**Governance arrangements** - and public participation has today gone live, and can be found at <https://www.folkestone-hythe.gov.uk/democracy/change-cabinet-committee-system> On Monday 5 February 2024 at 6pm, a public consultation event will be held in the Council Chamber. This session will include a presentation relating to the changes, and allow members of the public to ask questions.

**‘Wish Upon A Star’** appeal. I was pleased that my grandchildren purchased and wrapped up presents as part of the appeal. This was first organised by former council housing advice and preventions officer Nicola Baker, who sadly died in 2018, and has been continued as a tribute to her magnificent efforts every year since. Hundreds of vulnerable children and young people in the district received a loving Christmas gift thanks to generous donations from staff, councillors and our community partners.

**Contact** [jennyhollingsbee@folkestone-hythe.gov.uk](mailto:jennyhollingsbee@folkestone-hythe.gov.uk) Mobile 07887918458

## **FHDC District Report Cllr Martin**

Happy New Year to you all.

I attended the community meeting to discuss the Davidson Windmill. The windmill along with 7 others is proposed for disposal by KCC. I, like many others, including other District Councillors from outside the ward, expressed my deep concern at the potential disposal of this heritage asset (Grade 1 listed). Subsequently I completed the KCC consultation questionnaire expressing my deep concern.

F&HDC have recently issued two Article 4 directions on the landowners in respect of land at Longage Hill Lyminge, to remove specified permitted development rights. Officers became aware that part of the land was being auctioned in mid-December and it appears from the sales particulars that ownership of the land has been subdivided. In this instance, there are at least 30 small plots shown on the land registry details. Using permitted development rights, each plot could be enclosed by a fence of up to two metres in height. Details can be found on the F&HDC website at: [Article 4 Directions - Longage Hill | Folkestone & Hythe District Council \(folkestone-hythe.gov.uk\)](#)

Otterpool Park is progressing well. The new Managing Director, Gary Ridgwell, has restructured the team and is making good progress in remodeling and programming the

development. Prior to Christmas we received the good news from SE Rail that Westinghanger Station would become a stop on the high speed route.

A reminder that the Joint Parish Councils meeting is being held on the 18<sup>th</sup> January. The Leader of the Council will be attending to update the meeting on the progress with his discussions with Stagecoach, Southern Water, and the Active Travel program. The meeting can be view on the F&HDC website: [bit.ly/YouTubeMeetings](http://bit.ly/YouTubeMeetings).

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