MINSTER PARISH COUNCIL

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

29th October 2026

MINSTER PARISH COUNCIL

MEETING

3RD NOVEMBER 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 3rd November 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 6th October 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 27th October 2026 and the recommendations contained therein. **(circulated by email prior to the meeting)**

10. NEIGHBOURHOOD DEVELOPMENT PLAN

Members are asked to consider whether to move forward with preparing a Neighbourhood development Plan following Cllr Mogridge paper which was circulated previously, along with responses form Adrian Verrall and Worth and Ash Parish Clerks, regarding their Neighbourhood Plans.
Members views are sought.

11. MANSTON AIRPORT

Members are asked to consider a response to the consultation by Manston Airport for comments on the responses of RiverOak Strategic Partners Ltd dated 25 August and 8 October.

The deadline for a response is 4th November 2026

12. CCTV LOAD TESTING AND CHANGE OF MAINTENANCE PROVIDER

KCC have informed us that in order to keep our CCTV cameras in place we are required to have load testing carried out on all 7 columns. They have further advised that testing is necessary every 3 years. The day rate for testing is £1000.

Maintenance has been poor since WJ Sunstone our current maintenance provider, have been taken over. Staff have left and set up their own company and have approached us to quote for the maintenance renewal which is £2675. Members are asked to consider and approve moving our maintenance agreement to Fyrfly at an annual cost of £2675 (this amount is already in our budget and approve the load testing of up to £1000. Future load testing costs can be included in the annual budget.

13. 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

14. REPORT OF THE RFO

(a) Bank balance statement

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

15. QUESTIONS FROM THE PUBLIC

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

K. Lamb

Mrs. Kyla Lamb
Clerk to the Council
29th October 2026