

# Cliffsend Parish Council

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Draft Minutes of the Parish Council Meeting  
Held on Wednesday 18<sup>th</sup> March 2026 at 7.00pm in Cliffsend Village Hall

Present - Councillors: Chapman (Chair), Davis, Rogers, Birchall, Pooley.  
Alison Willoughby-Browne (Clerk), David McIntyre, and 11 members of the public.

## **56/25-26 Welcome and apologies for absence -**

Cllr Chapman welcomed those present. Cllr Harrison, CCllrs Shonk and Mole had conveyed their apologies.

## **57/25-26 Declarations of interest and co-option of new Councillor -**

No interests declared. Cllrs had met with Mr David McIntyre informally, unanimous approval for his co-option.

Resolved: David McIntyre was co-opted as a Parish Councillor, he read and signed the declaration of acceptance, countersigned by Clerk (Proper Officer).

Cllr McIntyre explained how he would like to improve how the Parish Council communicates with residents across the parish, to develop a more coordinated approach combining both digital and traditional methods.

## **58/25-26 Adoption of the minutes of 17<sup>th</sup> September 2025 and 21<sup>st</sup> January 2026 as being true records -**

Chairman stated that the 17<sup>th</sup> September minutes had been ratified according to the November minutes. Clerk explained that no formal vote taken.

Resolved: the 21<sup>st</sup> January minutes were approved and signed as a true and accurate record.

## **59/25-26 Matters arising from the above minutes -**

Cllr Rogers congratulated Mick Galvin for winning the Light Up Community Award, he was thanked for his hard work at the village hall, and his charity work.

Cllrs Chapman and Pooley had visited the car park opposite Njord, weeds had been cut, they had measured and taken photos of the potholes, Cllr Rogers informed TDC but to resurface would exceed coastal budget, potholes will be fixed.

Cllr Chapman met resident re' gap on to Cliffsend Road from meadow, agenda item.

Clerk had met a person surveying the bus shelter on Sandwich Road, he was going to report that light not working in shelter. Still not working, Clerk to report to KCC.

Chairman highlighted that blue badge holders are required to pay for parking at Thanet Parkway and that publication on the website stating otherwise was incorrect, publication now removed.

Clerk explained that information was received from Southeastern and Euro Parking Services.

## **60/25-26 Reports -**

County Councillor – CCllrs unable to attend as prior engagement.

District Councillor – Cllr Rogers had asked for Viking Ship cover to be removed before Easter.  
Litter pick on Hugin's Green following day.

Police Officer – PC Crush was unable to attend but had provided a report, to publish. Can contact via My Community Voice.

**61/25-26 Financial Matters -**

Budget Monitoring – 4<sup>th</sup> Quarter, combined balance of bank accounts at 17<sup>th</sup> March 2026 £64,036.55. Cllrs had checked the bank statements against accounts and the current budget was compared with spend-to-date and forecast spend. Cllr Davis had reconciled the accounts with the bank statements.

All Cllrs had checked the payment schedule with supporting paperwork (circulated electronically). Contractual payments; Clerk’s salary, bought-in services. Quarterly checks and acceptance of payment schedule proposed by Cllr Pooley, seconded by Cllr Birchall.

Resolved: the following approved for payment.

Payee	Description	Invoice No	VAT	Ex VAT	Total
NJL BoxGreen	Hedge Cutting	20345	90.00	450.00	540.00
KALC	Chairmanship Conference	14285415253	14.00	70.00	84.00
Cllr Chapman	Travel & Parking	-	-	44.40	44.40
Cliffsend Village Hall	8 <sup>th</sup> March Hire	-	-	22.50	22.50
Cliffsend Village Hall	8 <sup>th</sup> May – VE Day Lunch	-	-	60.00	60.00
Cliffsend Village Hall	Meetings 2026-27	-	-	180.00	180.00
Clerk	Parish Forum Parking	-	-	5.60	5.60
Clerk	Mobile Phone Top-Up	-	-	5.00	5.00
Clerk	Home Working Allowance	-	-	312.00	312.00
<b>Total for Month</b>			<b>104.00</b>	<b>1149.50</b>	<b>1253.50</b>

**62/25-26 Planning Applications -**

FH/TH/26/0014 52 Nicholas Drive (erection of dormer to front and rear, alterations to fenestration, render and cladding, enlargement to driveway)

FH/TH/26/0046 Park Ville, Windsor Road (erection of link extension)

FH/TH/26/0169 50 Canterbury Road West (erection of detached annexe)

**63/25-26 Current Topics -**

Thanet Parkway - access/antisocial behaviour/parking - Cllr Davis; Council had received a number of emails from residents regarding the land behind the garages – an inconvenience to residents, and so much foot traffic a quagmire in bad weather. To set up a working group with Cllrs and members of the public to sit down and discuss rationally. Cllr McIntyre to convey to residents, please contact the Council with an expression of interest to get involved, can then democratically work out what solution is.

Meadow maintenance - Cllr Pooley described meadow as a bit of a mess, neglected, she explained that a wild flower meadow is not possible without digging-up and re-seeding. The grasses are not going to allow wild flowers. Memorial trees around edges overgrown with brambles. Various contractors have been contacted for advice. Needs cutting and weeding and taken back to nice and neat, then engage with residents, need something better, if we can’t achieve that or afford to then why have we got it? Cllr Harrison has the sign, needs repainting and replacement of posts.

Council insurance - Chair questioned why we have to pay commission each year, Clerk to contact insurance company directly; have used a broker for many years. A spending cap was proposed by Cllr McIntyre, seconded by Cllr Rogers.

Resolved: to pay £645.66 if price cannot be bettered by insurance company.

Devolution & Local Government Reform (LGR) - Cllr Birchall explained about the Devolution and Empowerment Act; Govt devolving some of power locally, unitary councils, asset transfer, neighbourhood committees etc. Cllr Birchall completing a consultation to submit to Govt. If anyone would like to receive then please contact Council. A list of assets/services is being compiled to ensure responsibilities met. We need to find a way to get into a neighbourhood committee.

VE Day lunch - Chair recommended deferring as Cllr Harrison not able to attend. After a lengthy discussion it was suggested that an extraordinary meeting should be called to discuss logistics and confirm any Council expenditure.

Open Gardens - deferred.

**64/25-26 Clerk's Reports -**

- Correspondence re' Dottie's Hedgehog Hospital – more hedgehogs released in Clifftend, residents have embraced the project.
- Correspondence re' increase in precept, financial and governance matters.

**65/25-26 Correspondence Received -**

- Residents – Thanet Parkway issues; discussed
- Resident – abandoned car; consulted Beat Officer

Chair had received an email re' dog fouling, can report to TDC, if excessive TDC will clear. Stickers requested.

**66/25-26 Public Questions -**

- Resident reported fencing around edges of Hugin's Green falling down, Cllr Rogers to check.
- Resident congratulated Cllr McIntyre and asked what going to do about communication within the Council.
- Resident asked where litter pick-up places are in village, for Youth Club to litter-pick, Council has litter pickers/rings and bags, Cllr Davis to donate hi-vis.
- Resident questioned what insurance for – Public/Employer liability and cover of assets – what about cover of assets in Cllr homes? Also, meadow maintenance and the expense it incurs (£972 at Quarter 4).
- Resident – tiered planters seen in Oxford, to send photos.
- Resident queried procedure of Chair asking Clerk to read out words on document; minutes of November meeting.
- Resident queried financial arrangement for signing-off payments. Cllr Birchall stated that Council scrupulously careful in how spend money.

Meeting concluded at 8.49pm

Date of next meeting - 7pm, Wednesday 20<sup>th</sup> May 2026