

BISHOPSBOUNRE PARISH COUNCIL

Minutes of the Meeting of the Council
Wednesday 9th September 2026 at 18:30

Present: Cllr Cole (Chair); Cllr Debbie Tapley (Vice Chair); Cllr Dutta; Roger (Flood Warden); 3 Members of the Public and Mrs Steph Woods (Clerk)

1. Chairman opening remarks, apologies and approval of absences:

The Chairman welcomed all to the meeting. Apologies were received from Cllr Sole.

2. Declarations of interest:

None were received.

3. Minutes of the previous meeting: Confirmation of the Minutes of the Meeting held on **Wednesday 8th July 2026** were approved as a true record, proposed by Cllr Cole, seconded by Cllr Tapley and were signed by the Chair.

4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement.

It was suggested that the PC should consider having a tool hung on fence to clear blocked drain on The Street. Cllr Cole to investigate.

5. Report from County/City Councillor:

The monthly report from Cllr Sole have been previously circulated to all councillors. There is also a new KCC community warden. Roger has decided to retire as flood warden. Andy has agreed to take over the role and there will be a gradual handover in preparation for the next meeting in November. Chairman thanked Roger for his dedication to the role over the last few years.

6. Finance:

a) Payments and receipts:

The balance as of 9th September 2026 is £18,262.11 with £4,287.84 in the current account and £13,974.27 in the savings account.

Receipts:

Canterbury City Council – CFF Grant - £2,225.00

UK Power Networks – Grant - £100.00

Payments:

Stephanie Woods – Salary (Jul & Aug 2026)

Unity Trust Bank – Service Fee (Jul & Aug 2026) - £14.00

HRMC – Clerk PAYE - £87.00

No Butts Bin Co – Picnic Benches - £1,392.00

Diane Mummery – Annual Financial Audit - £60.00

Envisage – Inv 2399 - £204.00

Envisage – Inv 2436 - £204.00

Jamie Cole – Reimbursement BT Box Sign - £88.80

Jamie Cole – Reimbursement BT Box Paint - £164.27

Playsafe – Play Equipment Inspection - 104.40

Stephanie Woods – Backdated NALC Pay Award 2026/27 (Apr-Aug) - £67.10

D J Cole & Sons – Hedge Cutting - £1,128.00

The above payments and transfer of £2,000 to savings account were proposed by Cllr Tapley and seconded by Cllr Dutta. ALL AGREED.

b. Clerk Pay award – NALC have now agreed the Pay Award for Clerks for 2026 and this has been paid to Clerk and backdated to April 2026 – see above.

C. Six monthly financial review – to be circulated at the meeting by clerk for agreement for precept for 2027/28 in November's meeting.

7. Planning

None

8. Highways

- a) Various outstanding issues including pot holes and hedges – sign put back on The Street and hedge cut on footpath.
- b) Safety concerns with junction at Rose Lane and Bonny Bush Hill – No entry sign reported and to be replaced on slip road. Cllr Sole and Cllr Cole have met and discussed KCC painting slow from Kingston direction and also possibility of double solid white lines on Bonny Bush Hill by both junctions. All Cllrs to email KCC Highways and National Highways to log these requests. Send HIP to Jamie. Clerk to send reminder to CCC to road sweeping and drain cleaning nudge before leaf fall. Cllr Sole has also said that KCC are keen to introduce 20mph zones for free. Cllr Cole to circulate draft HIP at next meeting.

9. Neame Meadow/Maintenance

- a) Picnic Benches – Cllr Cole has now installed one bench and it was agreed to put the gaming pieces on container on fence. It was agreed to place the other bench near play area under tree. Dead ash tree need removing so Cllr Cole will arrange.
- b) Playground inspection – report circulate from Playsafe.
- c) Fences and gate – tree down as well as gate and fence down with stakes are loose. Cllr Cole to liaise with contractors to repair. The PC has received a quote to rub and repaint black railings along meadow. Cllr Dutta to contact Royal Mail to ask for the post box to be refurbished. Clerk to obtain quotation from Envisage to cut hedges around Neame Meadow right back to main stem and lowered.

d) Other Parish Matters

- a) BT Telephone Box – shelving for library is now the next step and Cllr Cole to complete.
- b) Parking – Clerk has spoken to planning consultant and will follow up for next meeting.
- c) Communications/Website – It was agreed that the new WhatsApp noticeboard is working well. The new website was discussed and it was suggested to add links to bus timetables, location of defibs (what three words) and local walks
- d) Christmas Trees – Cllr Dutta has secured a contractor to shred them for free. Cllr Dutta to design and circulate poster promoting the initiative. Cllr Cole to check trees can go on piece of land for storage before chipping.

10. Matters arising for future discussion

Litter pick for village

Remembrance Day – Clerk to order reef.

11. Date of next meeting: 11th November 2026

There being no further business, the meeting was closed to the public 19:25.

Please note these Minutes remain as draft until they are approved by the Parish Council at their next Parish Council meeting.

Signed (Chairman)

Date

DRAFT