

STALISFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held in Stalisfield Village Hall on 15 May 2025

Present: Cllr Cat Horn (Chair), Cllr Jerry Brown, Cllr Chris Norwood, Cllr Richard Vant and Cllr Nina Williams; and Mrs Wendy Licence (Clerk)

Cllr Horn welcomed everyone to the meeting.

1. Election of Chairman

Cllr Vant **PROPOSED** Cllr Horn for the office of Chair; **SECONDED** by Cllr Williams: **AGREED UNANIMOUSLY**. Cllr Horn duly signed her acceptance of office in the presence of the Clerk.

2. Apologies

All Members were present.

Apologies had been received from County Councillor Lehman and Ward Member Terry Thompson.

3. Declarations of interest

None were declared.

4. Minutes of the Parish Council Meeting Held on 9 January 2025

Cllr Horn read the minutes. It was **AGREED UNANIMOUSLY** to accept the minutes as a true record, Cllr Horn duly signed the minutes.

5. Matters Arising from the Minutes

All matters on the agenda.

6. Public Time

No members of the public were present.

7. Planning Matters

24/500882/FULL Land At Otterden Wood Stalisfield Road Stalisfield Kent ME13 0HW
Proposed ESN telecommunications installation, comprising of erection of a 30m high Swann
5SH Lattice tower, generator, and 3no. cabinets, with ancillary development, associated site
works and access.
Awaiting decision.

The Plough Inn Stalisfield Road Stalisfield Faversham Kent ME13 0HY
24/500058/FULL Demolition of single storey side extension. Erection of single storey side
extension to provide additional restaurant area.
24/500059/LBC Listed Building Consent for demolition of single storey side extension.
Erection of single storey side extension to provide additional restaurant area.
Application permitted 22 April 2025.

9. Finance

i. Annual Governance Statement

Councillors approved the Annual Governance Statement which was duly signed by Cllr Horn and the Clerk.

ii. Annual Return for the Year Ended 31 March 2025

Councillors approved the Accounting Statement which was signed by Cllr Horn and the Clerk.

iii. To Certify exemption from a limited assurance review under Section 9 Of the Local Audit (Smaller Authorities) Regulations 2015

Councillors agreed to certify the Parish Council exempt from a limited assurance review under Section 9 Of the Local Audit (Smaller Authorities) Regulations 2015, the certificate was duly signed by Cllr Horn and the Clerk.

Cllr Horn thanked the independent internal auditor for her assistance with the Annual Governance and Accountability Return.

v. Councillor expenses

There were none.

vi. Invoices

a) KALC Subscription

It was **AGREED UNANIMOUSLY** to pay the KALC subscription £181.12 (cheque no 349).

b) Insurance renewal

Councillors considered quotations for the insurance and **AGREED UNANIMOUSLY** to accept the quotation of £214, again being no increase in premium, from Zurich Municipal (cheque no 350).

c) HugoFox website

It was **AGREED UNANIMOUSLY** to pay Hugofox £143.86 for website provision (cheque no 189).

d) Stalisfield Village Hall

It was **AGREED UNANIMOUSLY** to pay Stalisfield Village Hall £16.62 for hall hire (cheque no 190).

e) Any other invoice for approval received by 15 May 2025

Councillors noted the payment of £540.00 out of meeting to Mr D Holtum for village green grass cutting (cheque no 348).

It was **AGREED UNANIMOUSLY** to pay Mrs W Licence £25.25 in respect of expenses for the Annual Parish Meeting (cheque no 191).

vii. To consider request for donation from Swale Citizens Advice

Councillors considered the request for a grant and **AGREED UNANIMOUSLY** to make a grant of £100 to Swale Citizens Advice (cheque no 192).

viii. To consider request for donation from Swale Pride

Councillors considered the request for a grant and were not in a position for the Council to support financially but could offer other help.

10. Highways

Cllr Vant said the matters raised at the Annual Parish Meeting will be pursued.

11. Any Other Business

Cllr Horn said that any comments by the Council on planning applications must go through the Clerk.

12. Date of next meeting: Thursday 17 July at 7.45pm

There being no further business, the meeting closed at 9.10pm

Signed as a true record of the meeting

Chair

Date: 17 July 2025