

# **Stelling Minnis Parish Council**

## **MINUTES of MEETING on 6<sup>th</sup> November 2019**

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**Present:** R Hubble – Chairman; J Haffenden- Vice Chairman ; A Day; L Dudas; P Carr;  
D Spencer; N Smith I Bowie – Clerk  
Also present: Cllr S Carey; Lee Jones ( Internal auditor)

Cllr Hubble opened the meeting and read the statement on filming and recording during the meeting

**1. Apologies and absences:**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, 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 were received from: FHDC Cllr Hollingsbee.

**2. To Receive Declarations of Interest and Dispensations:**

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.

To consider any Dispensation requests received by the Parish Clerk and not previously considered. **There were none**

**3. Minutes of the Parish Council Meeting:**

To consider the minutes and if in order sign as a true record

3.1 Minutes of Parish Council Meeting 4<sup>th</sup> September 2019

**Resolved: Councillors agreed that minutes were an accurate record of the meeting and were signed by Cllr Hubble.**

**4. Matters arising from the minutes:** (not included in other agenda items)

**5. Public Participation and Comment:**

Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. Members of the public may not take part in the Parish Council meeting itself.

**6. Correspondence:**

6.1 To table items of late correspondence

6.1.1 Tree Survey

6.1.2 Cherry Garden Farm

6.2 Items circulated

6.2.1 Proposed new KALC post and KALC AGM 30 November 2019

6.2.2 Rural/Market Towns Group of the Rural Services Network

6.2.3 Kent County Council Budget Consultation 2020-21

6.2.4 Tree Forum in Maidstone 2nd November

6.3 Items acted on

6.4 Items for discussion

6.4.1 KALC Update for Local Councils + VE DAY 75 8th May 2020

It was **AGREED** to add as an agenda item for the January meeting, for consideration.

All correspondence was noted.

- 7. Planning:**
- 7.1 **To table late planning applications received for consideration**
- 7.1.1 Y19/0947/FH Apple Tree Farm Mill Lane Stelling Minnis  
Proposed solar array comprising 2 rows of 12 each (24 total) of 1.5m x 900mm solar photo voltaic panels at ground level.  
**SMC Objection (Vote 5:2)**
- 7.2 **To table planning applications received for consideration**
- 7.2.1 Y19/1124/FH Street Record Minnis Green Stelling Minnis  
**SMPC No Objection (Vote 6:1)**
- 7.2.2 Y19/1046/FH - Stonegate Farmers Stone Street  
Erection of 9 residential units including associated parking, landscaping and earthworks, together with off-site works to divert public rights of way.  
**SMPC No Objection**
- 7.3 **To table planning applications dealt with since last meeting**
- 7.4 **To table decisions by the Planning Authority since the last meeting.**
- 7.4.1 Y19/0730/FH Gaylees Farm Stone Street Stelling Minnis  
Erection of a two storey side and rear porch, first floor rear balcony, along with the installation of cladding and stonework to all elevations  
**FHDC Approve**
- Y19/0669/FH The Cottage Fishers Lane Stelling Minnis  
Change of use of outbuilding from ancillary residential use in connection with Abbotswood to a separate residential unit.  
**FHDC Refused**
- 7.5 **Other Planning Matters**
- 7.5.1 Fryarne Park Wood Encampment and COL – Update Cllr Hubble  
Cllr Hubble referred to an email from FHDC Planning Enforcement.
- 7.5.2 Land adjoining Bower Farm House Bossingham Road
- 7.5.3 Lower Courthope Farm Stelling Minnis  
Mr Tatterton gave his presentation. It was **AGREED** that Mr Tatterton would consider the issues of access and egress on Stone Street and would return to another PC meeting with an update on progress.
- 8. New Website Provision:** It was **AGREED** to defer this item to the January 2020 meeting
- 9. Village Projects:**
- 9.1 Village (Minnis Green) Maintenance Cllr Day  
It was **AGREED** that the maintenance on the green would be completed by a contractor and not a volunteer.
- 9.2 To Compile a List of Future Village Projects  
It was **AGREED** that the PC would consider setting up a working group . This item was deferred to the January 2020 meeting.
- 9.3 To consider the provision of services for the strimming and grass cutting around signs and other minor areas.  
This matter, having being included in error, was not discussed.
- 9.4 Welcome Pack for New Villagers - Update Cllr Spencer  
It was **RESOLVED** that Cllr Spencer was given delegated authority to proceed with Welcome Pack and to make the decisions regarding layout and content. Proposed by Cllr Haffenden, seconded by Cllr Smith and agreed by all.
- The Chairman thanked Cllr Spencer for his work on the Welcome Pack. Cllr Carey confirmed that an application had been received for a members grant of £500 for the Welcome Pack.

**10. Update on Rose and Crown Development :** Cllrs Dudas/Hubble

Cllr Dudas gave his report. He confirmed that the start date for works at the site would be the 18<sup>th</sup> of November.

The Chairman and all Cllr's thanked Cllr Dudas for his outstanding contribution to ensure the development progressed as seamlessly as possible and for the benefit of all concerned.

Cllr Haffenden gave his apologies and left the meeting at 9:30 pm.

**11. Highways and Signage:**

**11.1 Update- Cllr Smith/Cllr Hubble**

Cllr Smith and Hubble reported on their planned meeting with the Highways Steward.

**12. To consider applicants : Neighbourhood Watch Co-Ordinator**

It was RESOLVED to endorse Mr Paul Dimmock for the position of Neighbourhood Watch Co-Ordinator. Proposed by Cllr Hubble, seconded by Cllr Smith and agreed by all.

**13. Reports:**

13.1	SMPC Website Report	Appendix A	Nick Smith
13.2	Kent County Council		Cllr Carey
	Cllr Carey gave her report. She reminded Cllr of the Highways Improvement Plan(HIP) to assist in discussion with KCC Highways. Clerk to circulate.		
13.3	FHDC District Council		Cllrs Carey/Hollingsbee
13.4	KALC Shepway Area Committee		Cllr Dudas
13.5	Kent Community Police		PCSO Mills
13.6	Stelling Minnis Common/Minnis Managers		Cllr Day & Haffenden
13.7	Stelling Minnis Village Hall.		Cllr Carr
13.8	Stelling Minnis Windmill.		Cllr Hubble/Cllr Spencer
13.9	Stelling Minnis Tree Warden	Appendix A	Cllr Smith

**14. Finances** Appendix B

14.1	Update of accounts for 2019/20 including payments received		
	The Clerk confirmed that the second instalment ( £3200) of the precept had been received from FHDC.		
14.2	Accounts for payment for payment.		
	14.2.1	Clerks salary August+ September 2019	£ 479.00
	14.2.2	HMRC	£ 31.60
14.3	Late Payments to be discussed for approval and payment		
	14.3.1	VHMC Rental Meeting Room 2019	£ 65.00
	14.3.2	BT Adoption of the Telephone Box	£ 1.00
	It was RESOLVED to approve all payments. Proposed by Cllr Day, seconded by Cllr Spencer and agreed by all.		

**15. Policy Review**

- 15.1 NALC Model Financial Regulations 2019  
**RESOLVED:** To accept the NALC Financial Regulations . Proposed by Cllr Hubble, seconded by Cllr Dudas and agreed by all present.

**15. Agenda Items for Next meeting:**

**16. Dates of Future Meetings:**

**8th January 2020**

**Signed:**     *Robert Hubble*

Date: 8<sup>th</sup> January 2020

## **Appendix A:**

### **13.1 Stelling Minnis web site report for 6 th November 2019 PC meeting**

Safeguarding information has been added to the Stelling Church web page, at their request. (Upper Hardres Parish Church now has their own web page, with a link from their page on the SM web site).

The Link to Bossingham Pre-School has been re-positioned on the Home page, at their request.

Information in respect of SMPC is added as and when requested by the Parish Clerk. This will change when the web site is split and Clerk takes full control of the SMPC pages.

Nick Smith – Webmaster.

28 October 2019

### **13.9 Tree Warden Report for 6 th November 2019 PC meeting**

Clerk has advised that work on the two Ash trees on Minnis Green is in hand with FHDC. One has now been removed.

A large Ash tree that came down on the Minnis at lunch time on 26 th September was reported to Minnis Managers chairman. Tree has since been removed.

Photographs of a small silver birch tree which had snapped over the weekend 23/24 September were sent to Charlie Gooch as an example of the point I made to the appointed arboriculturist about Silver Birches on the Minnis.

Photograph of two oak trees with large dead branches overhanging Minnis tracks sent to JH and Charles Gooch. One large branch had fallen without warning on 8 October. Both trees otherwise looked to be healthy.

Recent winds have brought down many dead branches on the Minnis, some quite heavy. Taking care when walking near the trees is recommended.

Nick Smith – Tree Warden

28 October 2019

## **Appendix B.**

Balance per bank statement at 30/09/2019				11,748.43	
Uncleared Payments					
Date	Customer/Supplier	Reference	Amount		
08/05/2019	St Marys	400255	-200.00		
08/05/2019	Irene Bowie	400269	-491.20		
TOTAL				-692.20	
TOTAL NET BANK BALANCES AT 30/09/2019				11,057.23	
Opening_balance				8,692.34	
Total receipts	Precept			6,400.00	
Total payments				4,035.11	
Total transfers					
Closing balance per cash book (must equal net bank balances above)				11,057.23	
Less Payments for 6th November				576.66	
Balance					10,480.57
Vat Return	(applied for)				225.86
Total Account					10,706.43