

MINSTER PARISH COUNCIL



**MINSTER
IN THANET**

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Clerk to the Council: Ms. Kyla Lamb - MAAT

29th April 2021

MINSTER PARISH COUNCIL

ANNUAL MEETING

4th MAY 2021

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held Via Zoom Remote Meetings on Tuesday 4th May 2021 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 remotely attend the meeting of the Council. Should you wish to join the Zoom meeting, the link is as follows:-

Join Zoom Meeting
<https://us02web.zoom.us/j/83279146096?pwd=aUpERHJZUG5lM1l1czRFd0oxRkVNdz09>

Meeting ID: 832 7914 6096
Passcode: 259411

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. ELECTION OF CHAIRMAN

To elect a Chairman of the Minster Parish Council for the ensuing year 2021/22.

The Chairman to take the Declaration of Acceptance of Office.

3. APPOINTMENT OF VICE-CHAIRMAN

To appoint a Vice-Chairman of the Minster Parish Council for the ensuing year 2021/22.

4. MINUTES

To approve the minutes of the Council meeting held on 6th April 2021 (**Appendix A**).

5. PARISH ASSEMBLY MEETING

To receive the minutes of Parish Assembly Meeting held on 27th April 2021 (**Appendix B**).

6. MEMBERS' INTERESTS

To register any new interests, or deregistration, by Members.

7. MEMBERSHIP OF COMMITTEES 2021/2022

Council is requested to consider the re-appointment of the following Committees and to appoint Members to serve on them:

- i) Policy & Finance
- ii) Operations
- iii) Planning
- iv) Highways
- v) GDPR

The Members appointed to the Policy & Finance Committee will be asked to agree to the holding of that Committee on Tuesday 18th May 2021 at 6.30pm.

8. TIMETABLE OF MEETINGS 2021/22

Members are asked to agree the following meeting timetable:-

Council Meetings

2021

2nd June
6th July
August – no meeting
7th September
5th October
2nd November
7th December

2022

11th January
1st February
1st March
5th April
19th April (Annual Parish Meeting)

9. APPOINTMENT TO OUTSIDE BODIES

Council is asked to appoint representatives to the following outside bodies:

TALC 2 Representatives
Minster School
Village Hall

10. **APPOINTMENT OF INTERNAL AUDITOR**

The Parish Council's existing internal auditor is Mr David Buckett and Council is requested to agree to the continuation of this appointment for 2021/22.

Agenda for Ordinary Meeting

1. **COMMUNITY WARDEN AND POLICING REPORTS**

To report on any other matters as appropriate.

2. **COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORT**

To receive reports from county and district Councillor's as appropriate.

3. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

4. **REPORT OF THE CLERK**

The Clerk to report upon any matters that may have arisen since the dispatch of the agenda.

5. **DOCUMENTS AVAILABLE FOR INSPECTION**

Documents will be placed around at the meeting, as appropriate.

6. **SECTION 106 AGREEMENT**

The Clerk will update members with any information since the April 2021 meeting.

7. **AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET**

The Clerk to provide an update.

8. **DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET OL/TH/18/1488**

The Chairman will update members on any further information received regarding the above application since the April meeting.

9. **TE29 BRIDLEPATH**

The Chairman will update members on the issues that have arisen regarding bridlepath TE29 at the top of Prospect Road.

10. **FLEET INSURANCE RENEWAL**

Members are asked to consider and approve the renewal invoice for the Citroen Dispatch van and Toro Groundmaster and Ransome ride on mowers. The renewal premium is £1422.85.

11. PLANNING APPLICATIONS

To receive an update on planning comments made to Thanet District Council and decisions made by Thanet District Council since the last Council meeting.

12. COMMITTEE REPRESENTATIVE REPORTS

To receive reports, if appropriate, from the former representatives of the following bodies:

TALC	Councillors Day & Quittenden
Minster School	Councillor Mrs Kearns
Village Hall	TBC
Twinning Assn.	Cllr Burden

13. REPORT OF THE RFO

(a) Bank balance statement

(b) Statement of Receipts and Payments for April 2021 **(Circulated by email prior to the meeting)**

(c) To receive the Budget/Income expense report to 31.03.2021 **(Appendix C)**

14. QUESTIONS FROM THE PUBLIC/ ANY OTHER BUSINESS

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

Mrs. Kyla Lamb

Clerk to the Council

29th April 2021