STELLING MINNIS PARISH COUNCIL
Vice Chairman: Cllr John Haffenden
Clerk: Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury CT4 5DE
Email: clerk@stellingminnisparishcouncil.gov.uk
Website: www.stellingminnisparishcouncil.gov.uk

AGENDA

TO: ALL MEMBERS OF STELLING MINNIS PARISH COUNCIL, PRESS AND PUBLIC

Members are hereby summoned, and notice is given that a meeting of the Parish Council will be held on Tuesday **3 NOVEMBER 2026** at 7.30pm in Stelling Minnis Village Hall.

G. HUBBARD, CLERK TO THE COUNCIL
28 OCTOBER 2026

Chairman to remind all present that they may be filmed, recorded, photographed or otherwise reported on during the meeting. If anybody present is not participating in the meeting and do not wish to be filmed, recorded, photographed or reported on, they should sit in the designated area in the far corner of the meeting room. Anyone filming, recording, photographing or otherwise reporting on the meeting should not include those people in their record.

1. **To ELECT the Chairman for the remainder of 2026-27**
2. **Apologies, Declarations of Interest and Dispensations**
   - 2.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting. These shall be tendered to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members must decide whether the reason(s) for a member's absence shall be accepted.
   - 2.2 Declaration of changes to the Register of Interests
   - 2.3 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.
   - 2.4 Requests for Dispensations
   - 2.5 Declarations of Lobbying
3. **Minutes of the meetings held 9 SEPTEMBER 2026: To CONSIDER and AGREE as a true record.**

The meeting will then be adjourned for parishioner's questions and comments on agenda items only

4. **Correspondence**
   - 4.1 Ashford Beekeepers- Asking for a donation to support the cost of their new education centre.
   - 4.2 KALC – Notice of AGM to be held on 25th November in West Malling. SMPC entitled to send two voting members.
   - 4.3 KCC Highways – latest Road Safety & Active Travel Newsletter (circulated)
5. **Planning**
   - 5.1 To RECEIVE any updates on planning matters
   - 5.2 To DISCUSS new planning applications received since the last meeting

26/1667/FH	Variation of condition 2 (approved plans) of planning permission 23/1967/FH to allow for changes to internal layout, elevations and garage configuration adding a small home office and minor change to the positioning of plot 2. Land rear St Bernadette Cottage, Harvest Lane, Stelling Minnis CT4 6AX	Response by 4 Nov

5.3 To NOTE applications considered since the last meeting

26/1648/FH	Change of use of outbuilding to a self-contained annexe with assisted living, together with a side and rear extension	Defer to FHDC
26/1393/FH	Proposed externally lit directional advertisement for existing hydrotherapy pool. Longacre, Stone Street, Stelling Minnis CT4 6DD	No objection from SMPC

5.4 To NOTE decisions by the planning authority since the last meeting

26/1285/FH	Erection of a detached dwelling together with associated parking, landscaping and access. Land Grove House, Bossingham Road, Stelling Minnis CT4 6AG	Approved 8/10/26
26/1056/FH	Creation of new vehicular access including new gate. Land adjacent to Stone Hall Farm, Stone Street, Stelling Minnis CT4 6DD	Refused 03/10/26
26/0895/FH & 26/0909/FH Listed consent	Erection of a porch, addition of vents, replacement double glazed timber windows, enlargement of windows to kitchen and garden room, lowering of external ground level, removal of chimney, rainwater goods to be replaced with cast iron, removal of render from southwest elevation, installation of cast iron air bricks and repairs to roof using reclaimed tiles and replacement of defective roof timbers to main dwelling. Installation of PV panels to detached outbuilding. Coxsole Farm, Bossingham Road, Stelling Minnis CT4 6AQ	Approved 10/9/26

5.5 To CONSIDER if SMPC wish to make any comments on the amended planning application Y19/0257/FH for Otterpool Park LLP

6. Village Matters

6.1 To DISCUSS the request from Stelling Minnis CE Primary School for £500 towards the repair of the schools chiming clock.

6.2 To DISCUSS the ownership of the Bossingham Road bus shelter and CONSIDER whether SMPC should carry out the required repairs

6.3 To DISCUSS revisiting the idea of an Emergency Plan for Stelling Minnis

6.4 To NOTE the response back from Highways on the Stelling Minnis HIP

6.5 To DISCUSS annual offer of one tonne bag of salt from Highways

7. Reports

7.1	Website/Facebook reports	Cllr Smith/Clerk
7.2	Kent County Council	Cllr Hespe
7.3	FHDC Council	Cllr Hollingsbee/Cllr Martin
7.4	Stelling Minnis Hall	Cllr Day
7.5	Stelling Minnis Trees	All Cllrs
7.6	The Windmill	Cllr Morley-Smith/Trustees
7.7	The Minnis	Cllr Haffenden
7.8	Highways	Cllr Hubble

8. Finance

8.1 To CONSIDER and AGREE the Budget and precept requirement for 2027-28 (previously circulated to Cllrs)

8.2 To AGREE the implementation of 2026/27 Local Government Services Pay Agreement for the Clerk, backdated to 1st April 2026.

8.3 To NOTE receipts of income

VAT reclaim 2025-26	378.46

TOTALS £378.46

8.4 To AUTHORISE payments

Direct Debits to note

DD	Hugo Fox – monthly website fee Sept/Oct	23.98
DD	Hugo Fox – monthly email fee Sept/Oct	5.98
DD	Unity Trust – account charge Sept/Oct	14.00

TOTALS £43.96

Payments for authorisation

BACS	Clerks salary October	317.00
BACS	HMRC – PAYE October	79.20
BACS	Stelling Minnis Village Hall - hire 2025	135.00
BACS	Stelling Minnis Village Hall – Hire 2026	120.00
BACS	Clerks salary Nov (to be paid 30 Nov)	TBC by meeting
BACS	HMRC – PAYE Nov (to be paid 30 Nov)	TBC by meeting
BACS	Anthony Hadlow – strimming Sept	55.00

TOTALS £706.20 plus TBC

Dates of future meetings: 13th January, 10th March, 19th May (APM & Statutory Annual Meeting), 14th July, 8th September, 10th November 2027.