

MINSTER PARISH COUNCIL



The Parish Office
John Spanton Sports Pavilion
St Mildreds Road
Minster-in-Thanet
Ramsgate
Kent CT12 4DE

Tel: 01843 821339
Email: clerk@minsterparishcouncil.org.uk

Clerk to the Council: Kyla Lamb - MAAT

2nd July 2026

MINSTER PARISH COUNCIL

MEETING

7th JULY 2026

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at John Spanton Sports Pavilion, St Mildreds Road, Minster on Tuesday 7th July 2026 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 attend the meeting of the Council.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. MINUTES

To approve the minutes of the Council meeting held on 2nd June 2026 (**Appendix A**)

3. MEMBERS' INTERESTS

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

4. **POLICING & COMMUNITY WARDEN REPORT**

To report on any other matters as appropriate.

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

To receive reports from County and District Councillors as appropriate.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

7. **REPORT OF THE CLERK**

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

8. **DOCUMENTS AVAILABLE FOR INSPECTION**

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

9. **PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE**

To receive minutes of the meeting held on 30th June 2026 and the recommendations contained therein. **(circulated by email prior to the meeting)**

10. **NATIONAL GRID - SEALINK COMMUNITY FUND**

Following a recent meeting with Sealink the Clerk has received notification of a public survey. Members are asked to consider a response.

11. **USE OF VILLAGE GREEN AT HILLHOUSE DRIVE FOR COMMUNITY ESTATE SALE**

Members are asked to ratify the request from Laura Portanier who is an event manager, to arrange a community estate sale on Sunday 11th July 2026 which would include using the village green area at Hill House Drive.

12. **REVIEW OF CODE OF CONDUCT**

Thanet District Council have updated their Code of Conduct that we have previously adopted. There are minor amendments to it. Members are asked to formally adopt the updated Code of Conduct. **(circulated by email prior to the meeting)**

13. **REVIEW OF INTERNAL AUDIT REPORT FOR 2025/2026 AND CONSIDER ANY RECOMMENDATIONS**

Members are asked to consider the Attached Audit Report prepared by our internal auditor David Buckett for the 2025/26 Audit. Members are asked to consider any recommendations within the report. **(circulated by email)**

14. **COMMITTEE REPRESENTATIVE REPORTS**

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

TALC	Cllrs. Crow-Brown & Quittenden
Minster School	Cllr Webzell
Village Hall	Cllr Smith

15. REPORT OF THE RFO

(a) Bank balance statement

(b) Statement of Receipts and Payments for June 2026 (**circulated by email prior to the meeting**)

(c) To receive the Budget/Income expense report to 30th June 2026 (**circulated by email before the meeting**)

16. QUESTIONS FROM THE PUBLIC

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

Mrs. Kyla Lamb

Clerk to the Council

2nd June 2026