

Throwley Parish Council

Minutes of the Meeting of the Parish Council

Held on Wednesday 3rd June 2026 at St Michael and All Angels Church, Throwley

26.06.01 Election of Chairman

Cllr Adam Jastrzebski was proposed as chairman of the Parish Council by Cllr Di Lintott. The pc voted unanimously and Cllr Jastrzebski was elected for 2026/27 and signed the declaration of acceptance.

Election of Vice Chairman

Cllr Di Lintott, was proposed as vice chairman. The PC voted unanimously and Cllr Lintott was elected as vice chair for 2026/27.

26.06.02 Note of Persons Present

Cllr Adam Jastrzebski (Chairman), Cllr Sarah Jane Tormey, Cllr Frances Wilson
Cllr Paul Furneaux, Cllr Di Lintott, Cllr Alan Murphy Cllr Emma Brown
Marie Norris (clerk)

Apologies to be received and approved

Apologies were received from Borough Councillor Terry Thompson

26.06.03 Declarations of Interest and Dispensation

There were no declarations of interest relating to items on the agenda.

26.06.04 Confirmation of Minutes of the last Parish Council Meeting

The minutes of the 8th April meeting were accepted signed as a true record by the Chairman.

26.06.05 Public Forum

No members of the public were in attendance and no items had been brought to Councillors for their attention.

26.06.06 Update on Actions from the Previous Minutes

- Parish Map for noticeboard- Measurements still outstanding. Cllr Furneaux to provide the measurements to the clerk
- Concerning damaged verges and pot holes, Cllr Tormey will be speaking with Highways regarding the number of potholes and damaged verges in the village. Ongoing
- Noticeboard Repairs – Cllr Lintott will check on progress and advise Adam if needed.
- City Fibre – Action closed

The Parish Council discussed the ongoing damage to verges throughout the village. Members noted that Cllr Tormey is continuing to liaise with Kent County Council (KCC) Highways officers in the hope of securing the necessary repairs as soon as possible. It was also recognised that, prior to any repair works being undertaken, some roadside hedges would benefit from being cut back where they are obstructing roads, footpaths or other public rights of way.

The Council noted that, although hedge cutting is generally avoided during the bird nesting season (1 March to 31 August), exemptions exist under hedgerow management rules where overhanging vegetation obstructs or poses a danger to users of highways, roads, footpaths or other public or private rights of way. Exemptions also apply where hedges obstruct visibility, block the light from public street lamps, or where dead, diseased, damaged or insecurely rooted hedges present a risk of falling onto a highway or footpath.

The Parish Council agreed to write to the management of Shavers Meadow to request that the hedgerow bordering the road be cut back were permitted under the current regulations, in the interests of public safety and to improve access for road users and pedestrians. [Action Cllr Tormey & Clerk Cllr Wilson will also write to Howchens regarding hedge cutting.](#)

Further information on hedgerow management, including the rules governing hedge cutting and trimming, is available on the GOV.UK website. <https://www.gov.uk/guidance/hedgerow-management-rules-cutting-and-trimming>

26.06.07 **Planning Matters**

There were no items of Planning to be considered by the PC at the meeting.

26.06.08 **Financial Matters**

Bank Balance

The balance as of the 3rd June 2026 £6,874.39

Receipts of Income

Swale BC Precept £2,166.00

Transactions approved since 8th April 2026 were:

£232.68 Kalc Subscription
£215.90 Hugo Fox Website (Year 3)
£214.00 Zurich Insurance
£132.60 Clerk Salary

Invoices for Payment

There are no unscheduled payments due for June to be authorised. It was noted that invoices are still to be submitted for 5 grass cuts for the year. Cllr Furneaux will request these. [Action Cllr Furneaux](#)

26.06.09 **Approval of AGAR documentation for FY 2025/2026**

Certificate of Exemption (Form 2) was signed by the Chair and the Responsible Financial Officer. Of note the total gross income for the authority for 25/26 was £4,806 and therefore income or expenditure did not exceed £25,000 therefore the authority can certify itself exempt. The AGAR will be submitted to the external auditor by 30th June.

The Annual Governance statement and the Accounting Statement were signed and approved by the Chair and RFO.

The period for the exercise of public rights was agreed and set.

The PC will kindly request that Liz Hamlin act as internal auditor and will arrange with the chair.

26.06.10

Dates of future meetings

Dates of future meetings were agreed and will be displayed on the TPC website. Meetings will begin at 6.30pm.

Tuesday 11th August 2026

Wednesday 7th October 2026

Wednesday 9th December 2026

Wednesday 10th February 2027

Wednesday 5th May 2027

26.06.11

Any Other Business

No other items were raised the Chairman thanked all for attending and concluded the APCM at 7.01pm

Action Plan from July Meeting

Measurements for the parish map for noticeboard	Cllr Paul Furneaux
Shavers Meadow Letter	Cllr Sarah Jane Tormey
Howchens Letter	Cllr Frances Wilson
Outstanding grass cutting invoices	Cllr Paul Furneaux
Submit Agar documentation	Clerk
Arrange internal audit	Chairman /Clerk
Publish meeting dates	Clerk
Book village hall for meetings	Clerk