

MANSTON PARISH COUNCIL

PAYMENTS –February 2026 Meeting

January Payments

Payee	Invoice No.	Invoice Date	Description	Payment	Amount	VAT	Total
Elizabeth Carr			Salary	BACS	£ 484.63	£ -	£ 484.63
Elizabeth Carr			Expenses (WFH Allowance)	BACS	£ 25.00	£ -	£ 25.00
Hugo Fox	INV - 20853	05-Dec	.gov email addresses	BACS	£ 17.49	£ 3.50	£ 20.99
Hugo Fox	INV - 21647	30-Dec	Monthly website fees	DD	£ 19.99	£ 4.00	£ 23.99
Starboard Systems	INV - 14687	01-Jan	Scribe Monthly subscription	DD	£ 32.00	£ 6.40	£ 38.40
Hughes & Son	INV - 1161	25-Oct	Grass Cutting in Manston park	BACS	£ 500.00	£ 100.00	£ 600.00
Lexis Nexis	10916866A	08-Jan	Arnold Baker Local Council Admin 14th Ed	BACS	£ 225.00	£ -	£ 225.00
Elizabeth Carr	N/A	09-Jan	Expense claim/Land Registry search-Portland	BACS	£ 28.00	£ -	£ 28.00
HMRC			PAYE (Oct 2025 - Dec 2025)	DD	£ 448.27	£ -	£ 448.00
Defib Store	60662	26-Jan	Defibrillator and cabinet	BACS	£ 1,464.00	£ 292.80	£ 1,756.80
Unity Trust		31-Jan	Bank charges				
TOTAL					£ 3,244.38	£ 406.70	£ 3,650.81
Receipt							
TOTAL VAT PAID						£ 406.70	

Authorised signatory 1:

Authorised signatory 2:

Manston Parish Council
RECONCILIATION - Unity Current 31-01-2026

From Accounts	£34,520.97
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£34,520.97
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Manston Parish Council
RECONCILIATION - Unity 32 Day Account 31-01-2026

From Accounts	£40,000.00
Payments not cashed Add	
Receipts not entered Subtract	£20,000.00
Statement should be	£20,000.00

PLANNING APPLICATIONS TEAM

Our Ref: R/TH/25/1297
Please Ask For: Planning Applications Team
Direct Line Number: 01843 577150
Email: planning.services@thanet.gov.uk
Date: 16 January 2026



Manston Parish Council
C/o Manston Village Hall
Manston
Ramsgate
Kent
CT12 5BA

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

PROPOSAL: Application for the reserved matters of outline application OL/TH/18/0261 for the erection of 2 commercial units.
LOCATION: Land On South Side Of Manston Court Road And West Side Of, Haine Road, Ramsgate, Kent

I am writing to advise you of an application for planning permission (or associated consent) that has recently been submitted relating to the above site in respect of which I would be obliged to receive your observations.

Details of the proposal, including all submitted plans can be viewed on the web site by accessing <https://planning.thanet.gov.uk/online-applications/>

I look forward to the receipt of your formal comment upon this proposal within 21 days (6 February 2026) from the date of this letter.

If you are minded to raise no objection to the application subject to any conditions, please be aware that under the Town and Country Planning (Pre-commencement Conditions) Regulations 2018 Thanet District Council will have to seek the applicant's written agreement to any pre-commencement condition(s) it intends to impose if granting planning permission. Therefore please provide full justification for any condition you consider must be a pre-commencement condition.

Should you require any further information regarding this development please do not hesitate to contact this office.

Yours faithfully

Planning Applications Team

Thanet District Council
PO Box 9
Cecil Street
Margate
Kent CT9 1XZ

01843 577000
www.thanet.gov.uk

PLANNING APPLICATIONS TEAM

Our Ref: R/TH/25/1298
Please Ask For: Planning Applications Team
Direct Line Number: 01843 577150
Email: planning.services@thanet.gov.uk
Date: 16 January 2026



Manston Parish Council
C/o Manston Village Hall
Manston
Ramsgate
Kent
CT12 5BA

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

PROPOSAL: Application for the reserved matters of outline application OL/TH/18/0261
for the erection of 4 commercial units
LOCATION: Land On South Side Of Manston Court Road And West Side Of, Haine
Road, Ramsgate, Kent

I am writing to advise you of an application for planning permission (or associated consent) that has recently been submitted relating to the above site in respect of which I would be obliged to receive your observations.

Details of the proposal, including all submitted plans can be viewed on the web site by accessing <https://planning.thanet.gov.uk/online-applications/>

I look forward to the receipt of your formal comment upon this proposal within 21 days (6 February 2026) from the date of this letter.

If you are minded to raise no objection to the application subject to any conditions, please be aware that under the Town and Country Planning (Pre-commencement Conditions) Regulations 2018 Thanet District Council will have to seek the applicant's written agreement to any pre-commencement condition(s) it intends to impose if granting planning permission. Therefore please provide full justification for any condition you consider must be a pre-commencement condition.

Should you require any further information regarding this development please do not hesitate to contact this office.

Yours faithfully

Planning Applications Team

Thanet District Council
PO Box 9
Cecil Street
Margate
Kent CT9 1XZ

01843 577000
www.thanet.gov.uk

PLANNING APPLICATIONS TEAM

Our Ref: F/TH/25/1367
Please Ask For: Planning Applications Team
Direct Line Number: 01843 577150
Email: planning.services@thanet.gov.uk
Date: 4 February 2026



Manston Parish Council
C/o Manston Village Hall
Manston
Ramsgate
Kent
CT12 5BA

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

PROPOSAL: Temporary change of use of part of airport (Sui Generis) to a weekly market (Use Class E) for five years.
LOCATION: Manston Airport, Manston Road, East, Ramsgate

I am writing to advise you of an application for planning permission (or associated consent) that has recently been submitted relating to the above site in respect of which I would be obliged to receive your observations.

Details of the proposal, including all submitted plans can be viewed on the web site by accessing <https://planning.thanet.gov.uk/online-applications/>

I look forward to the receipt of your formal comment upon this proposal within 21 days (25 February 2026) from the date of this letter.

If you are minded to raise no objection to the application subject to any conditions, please be aware that under the Town and Country Planning (Pre-commencement Conditions) Regulations 2018 Thanet District Council will have to seek the applicant's written agreement to any pre-commencement condition(s) it intends to impose if granting planning permission. Therefore please provide full justification for any condition you consider must be a pre-commencement condition.

Should you require any further information regarding this development please do not hesitate to contact this office.

Yours faithfully

Planning Applications Team

Thanet District Council
PO Box 9
Cecil Street
Margate
Kent CT9 1XZ

01843 577000
www.thanet.gov.uk

PLANNING APPLICATIONS TEAM

Our Ref: F/TH/25/0941
Please Ask For: Vicky Kendell-Bryant
Direct Line Number: 01843 577892
Email: planning.services@thanet.gov.uk
Date: 19 January 2026



Manston Parish Council
C/o Manston Village Hall
Manston
Ramsgate
Kent
CT12 5BA

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

PROPOSAL: Change of use of land from agricultural to commercial storage ancillary to Unit 1, together with retention of 2no. storage containers and toilet block, retention of existing boundary treatments and replacement of gate with fencing to western boundary (part-retrospective)
LOCATION: Vincent Yard, Vincent Road, Margate, Kent

I wish to advise you that the plans/documents submitted with the above application have now been amended and you may therefore wish to reconsider any views previously expressed in the light of these amendments.

A copy of the revised details can be viewed on the web site by visiting
<https://planning.thanet.gov.uk/online-applications/>

If no further representations are received, it will be assumed that you do not wish to comment further and representations previously received will be taken into account in the determination of the amended application.

If you are minded to raise no objection to the application subject to any conditions, please be aware that under the Town and Country Planning (Pre-commencement Conditions) Regulations 2018 Thanet District Council will have to seek the applicant's written agreement to any pre-commencement condition(s) it intends to impose if granting planning permission. Therefore please provide full justification for any condition you consider must be a pre-commencement condition.

Should you require any further information regarding this development please do not hesitate to contact this office.

Yours faithfully

A handwritten signature in black ink, appearing to read "V. Kendell-Bryant".

Vicky Kendell-Bryant

Thanet District Council
PO Box 9
Cecil Street
Margate
Kent CT9 1XZ

01843 577000
www.thanet.gov.uk

Chartered Town Planner

PLANNING APPLICATIONS TEAM

Our Ref: F/TH/25/1093
Please Ask For: Vicky Kendell-Bryant
Direct Line Number: 01843 577892
Email: planning.services@thanet.gov.uk
Date: 20 January 2026



Manston Parish Council
C/o Manston Village Hall
Manston
Ramsgate
Kent
CT12 5BA

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

PROPOSAL: Retention of existing dwelling, erection of porch and 2no. single storey side extensions following demolition of existing garage canopy, together with alterations to fenestration, landscaping and parking (part-retrospective)
LOCATION: Portland , Flete Road, Margate, Kent

I wish to advise you that the plans/documents submitted with the above application have now been amended and you may therefore wish to reconsider any views previously expressed in the light of these amendments.

A copy of the revised details can be viewed on the web site by visiting <https://planning.thanet.gov.uk/online-applications/>. Any further representations you may wish to make should be received no later than **fourteen days** (3 February 2026) from the date of this letter.

If no further representations are received by the date given above, it will be assumed that you do not wish to comment further and representations previously received will be taken into account in the determination of the amended application.

If you are minded to raise no objection to the application subject to any conditions, please be aware that under the Town and Country Planning (Pre-commencement Conditions) Regulations 2018 Thanet District Council will have to seek the applicant's written agreement to any pre-commencement condition(s) it intends to impose if granting planning permission. Therefore please provide full justification for any condition you consider must be a pre-commencement condition.

Should you require any further information regarding this development please do not hesitate to contact this office.

Yours faithfully

Thanet District Council
PO Box 9
Cecil Street
Margate
Kent CT9 1XZ

01843 577000
www.thanet.gov.uk

✓ Kendall - Bryant

Vicky Kendall-Bryant

Chartered Town Planner

Manston Parish Council
3 Rossetti Road
Birchington
Kent
CT7 9ER

Planning Applications Group
County Hall
Maidstone
Kent ME14 1XQ
Tel: 03000 411200

Website: www.kent.gov.uk/planning
Email: planning.applications@kent.gov.uk
Direct Dial/Ext: 03000 412377
Text Relay: 18001 03000 417171
Ask For: Mr Liam Coake
Your Ref:
Our Ref: KCC/TH/0014/2026
Date: 5 February 2026

TOWN AND COUNTRY PLANNING ACT 1990

Dear Sir/Madam

APPLICATION NO: KCC/TH/0014/2026

PROPOSAL: Permanent installation of 9 no. portable cabin units for offices and ancillary use. 4 no. cabins have temporary consent under planning permission TH/23/986; 5 no. cabins are additional units without existing consents

LOCATION: Manston Road Depot, Half Mile Ride, Manston, Kent, CT9 4LX

The above application for planning permission has been received in this department and falls to be determined by the County Planning Authority.

I would be glad to receive any observations that you may wish to make on the application so that these may be taken into account when the County Planning Authority formally considers the proposals.

To view the planning application documents and comment on the application, please use the following link:

<https://www.kentplanningapplications.co.uk/Planning/Display/KCC/TH/0014/2026?cuuid=2465393E-7257-4B83-93BA-DEAB068CE483>

Please note that this link is solely for the use of the recipient and should not be shared with third parties.

Could you please let me have a reply by **5 March 2026**, but should you for any reason be unable to comply with this timescale, a telephone call or email to that effect would be much appreciated. Unless I hear to the contrary within this timescale I will assume you have no comments to make.

Under the Local Government (Access to Information) Act 1985, any letters received are not confidential and must be available for inspection by the applicant and any interested third party

as background papers taken into account in determining the application. In the event of any appeal to the Planning Inspectorate in relation to the above, copies of your reply will be forwarded to the Inspectorate and to the appellant.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Sharon Thompson', with a stylized flourish at the end.

Sharon Thompson
Head of Planning Applications Group

From: Hughes and Son Gardening Services Ltd <quickbooks@notification.intuit.com>
Sent: 26 January 2026 21:51
To: clerk@manstonparishcouncil.gov.uk
Subject: Estimate 1030 from Hughes and Son Gardening Services Ltd

Flag Status: Flagged

ESTIMATE NO. 1030 DETAILS

Hughes & Son
Landscaping, Gardens
& Contracts



Hughes and Son Gardening Services Ltd

£1,020.00

Review and approve

Powered by QuickBooks

Dear Elizabeth Carr,

Please find your estimate details here. Feel free to contact us if you have any questions. We look forward to working with you.

Have a great day!
Hughes and Son Gardening Services Ltd

Address

Elizabeth Carr
Manston Parish Council
Manston Parish Council, Manston Park
Manston
Kent

Grounds Maintenance

£850.00

To Supply and level Top Soil and Grass Seed to raise up the required goals mouths.
Including 4t of top soil and labour.

1 X £850.00 20.0% S

Subtotal £850.00

VAT total £170.00

Total £1,020.00

VAT summary

VAT @ 20%

Net 850.00

£170.00

Hughes and Son Gardening Services Ltd

Acc: 17668913

Sort:52-10-19

Review and approve

Hughes and Son Gardening Services Ltd

Stable Lodge Chambers Wall Farm Potten Street Road, St. Nicholas At Wade, Birchington
Kent CT7 0QP

+447765892712

info@hughesandson.co.uk

VAT Registration No.: 491615968

Company Registration No. 16332749

If you receive an email that seems fraudulent, please check with the business owner before paying.



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From: Rebecca Tallant <rebecca@westgatesecurity.co.uk>
Sent: 22 January 2026 08:39
To: clerk@manstonparishcouncil.gov.uk
Subject: RE: Maintenance Visit

Flag Status: Flagged

Good morning Elizabeth,

Thank you for coming back to me, maintenance is completely optional, but we like to offer the service every 6 and 12 months.

We recommend having systems maintained at least once a year to check for any physical damage, inspect the control cabinet, all mechanical parts, lubricate moving parts and more.

The barrier has only been in for 6 months, so if you don't want this visit yet that is absolutely fine, we will contact you again in August to see if this is something you want to have then

The cost of the maintenance visit would be £120.72

Please confirm.
Thank you

Kind regards
Rebecca Tallant
Office Administrator



From: clerk@manstonparishcouncil.gov.uk <clerk@manstonparishcouncil.gov.uk>
Sent: 21 January 2026 19:19
To: Rebecca Tallant <rebecca@westgatesecurity.co.uk>
Subject: RE: Maintenance Visit

Dear Rebecca

Thank you for your email about Barrier Maintenance. Can I just check please, have we signed up to a Maintenance Schedule? I realise I should be clear on that but I am afraid I lost track of emails given all of the problems that we have had with our barrier

Can you confirm what we have signed up to and what the ongoing costs will be for this.

After that point we can arrange a visit, if required

With thanks
Elizabeth



Elizabeth Carr BA (Hons) MBA
Clerk to Manston Parish Council

Email: clerk@manstonparishcouncil.gov.uk

Please note that the role of Clerk to the Parish Council is a part time role so there may be a small delay before you receive a response. Thank you for your patience.

This email is for the sole use of the intended recipient and contains information that may be privileged and/or confidential. If you are not the intended recipient, please notify the sender by return email and delete this email and any attachments

From: Rebecca Tallant <rebecca@westgatesecurity.co.uk>

Sent: 21 January 2026 12:28

To: clerk@manstonparishcouncil.gov.uk

Subject: Maintenance Visit

Good afternoon,

We hope you are keeping well.

It's been 6 months since the Barrier Installation, so we would like to know whether you would like us to come and carry out a Barrier Maintenance appointment.

We would like to offer **Monday 2nd February** for the appointment, please confirm if this works for you.

As per our previous email sent the beginning of September prices have had to increase slightly from the 1st of October, we have attached a copy again. If you require a copy of your maintenance schedule please advise and we'll have that sent to you.

Cancellation Policy: Appointments cancelled within 24 hours will incur a £45 + VAT fee, If you need to adjust or cancel, please contact us.

Our 24/7 Emergency Callout service is available for immediate assistance.

Please Keep in mind that systems not under regular maintenance or contract have higher callout charges and all visits are subject to a travel charge.

Feel free to reach out with any questions.

Kind regards

Rebecca Tallant
Office Administrator

Unit 12/13 Merlin Business Park, Manston, Kent, CT12 5HW



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Registered in England and Wales No:09390521.



Please consider the environment - do not print this email unless necessary.

From: Cllr Amato <cllr.Amato@manstonparishcouncil.gov.uk>
Sent: 29 January 2026 14:24
To: clerk@manstonparishcouncil.gov.uk
Subject: Dear Ian,

Dear Ian,

I am writing to express my interest in tendering for the grass cutting at Manston Park.

I would welcome the opportunity to discuss this further before formally presenting a cost to the parish council. Based on the information currently available on the parish council website, which I understand indicates the park is cut twice monthly during the growing season, at a current rate of £250 + VAT per cut.

I appreciate that the parish is able to reclaim VAT, so this does not offer me an advantage as I am not VAT registered and would therefore not add VAT to any prices. However once I have more clarity on prices and expectations I would aim to put forward a competitive and sustainable price that I hope will be worthy of consideration

While I am fairly sure I am unable to offer a significant cost saving. I do understand that to be considered at all there would need to be a financial benefit. I would also hope that my proximity to the site and ability to respond quickly if required may be seen as an operational advantage for the council.

I have attached a compliance pack and would be very happy to discuss this further at your convenience.

Kind regards,

Justin Dumigan

Just The Job – Grounds And Gardens

 07515 870 906

 justindumigan@gmail.com

Sent from [Outlook for iOS](#)

From: The Leys <leysmanagementco@gmail.com>
Sent: 27 January 2026 13:44
To: clerk@manstonparishcouncil.gov.uk; Graham Elliott
Subject: Inaccessible parking spaces flat 19 flat 23 x 2 The Leys carpark urgent action required
Attachments: IMG_5516.jpeg; IMG_5517.jpeg; IMG_5519.jpeg; IMG_5520.jpeg

Good afternoon

My name is Tracy Williams and I am the current secretary of The Leys Management Co.

We have completed most of the urgent repairs on the estate over the last few years and we have two residents who have been extremely patient regarding the inaccessible parking spaces for their properties. The spaces belong to Flat 19 & 23.

We have the funds to resurface the area however, are unable to do so due to the disruption to the surface caused by the root system of trees situated in the park.
Having surveyed the area I feel there are two ways forward.

1 Removal of tree and root system in order to level and tarmac : An unfortunate remedy which would mean, we lose a beautiful tree and would amount to considerable cost for the parish council. We are sympathetic to the limited funds you have at your disposal and an ever reducing contribution from KCC.

2 As shown in the images below, the current fence boundary is adjacent to the play area. If we moved the fence boundary on the left hand side past the tree and extended the boundary on the right hand side, into the play area (currently filled with low level bushes) we would be able to save the tree and other than repositioning the fence posts would be a much easier/cost effective solution.

I am happy to meet up at any time to discuss the options but thought an overview along with images would be helpful to get the ball rolling as we really need to rectify the situation this year.
I have cc'd Graham as he is aware of the situation and we have discussed recently.

I look forward to hearing from you at your earliest convenience
All the best
Tracy