

PARISH COUNCIL MEETING

I hereby give you notice that a meeting of the Parish Council will be held in Shepherdswell Village Hall on Wednesday, 18 March 2026 at 1930hrs.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Please note that these meetings may be sound recorded.

Dated 13 March 2026
Jan Hancock, Parish Clerk

AGENDA

To receive reports from the County and District Councillors, Community Warden, Community Beat Officer & Shepherdswell Green Spaces Group. Public questions or comments on agenda and non-agenda items (public participation will be limited to 15 minutes or otherwise at the discretion of the Chair)

023/2026 Apologies for Absence

024/2026 To **APPROVE** the minutes of the meeting held on the 18 February 2026

025/2026 Declarations of Interest

A Councillor who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and not be able to speak or take part, unless a relevant dispensation has been granted. A Councillor who declares an OSI will be able to speak on the item, but will be required to leave the meeting for the vote

026/2026 Co-Option of Parish councillor - To **CONSIDER** the application received and, if agreed, to **CO-OPT** a Councillor to fill the current vacancy.

027/2026 Parish Clerk's Report

028/2026 Finance

28.01 To **DISCUSS** and **APPROVE** the schedule of payments

029/2026 Planning

Ref: 26/00135

Location: Carlingcot Moon Hill Shepherdswell Dover Kent CT15 7LL

Application: Prune back the overhanging crown by 2-2.5metres of two Yew trees (G1) the subject of Tree Preservation Order No 13 of 2023

030/2026 Infrastructure Delivery Plan Update – to **DISCUSS** and **AGREE** response to Survey Questions

031/2026 Local Government Reorganisation – to **DISCUSS** and **AGREE** response to Consultation

032/2026 Community Governance Review – to **DISCUSS** and **AGREE** response to Review

033/2026 Working Group Reports

33.01 Carbon Footprint Working Group

33.02 Highway Improvement Plan Working Group

33.03 Communication Working Group

034/2026 Community

34.01 Shepherdswell & Coldred Magazine – to **DISCUSS** and **AGREE** request for funding of £650 to support costs of production

34.02 Coldred Forum – to **AGREE** use of Coldred Village Green for several events

035/2026 To **RESOLVE** that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of confidential information.

35.01 To **CONSIDER** recent correspondence received from a resident and **DISCUSS** any procedural, governance or legal implications for the Parish Council and to **AGREE** any actions.

036/2026 Date of the next meeting

This will be on Wednesday 15 April 2026 in Shepherdswell Village Hall at 1930hrs

PARISH COUNCIL MEETING

Wednesday, 18 February 2026 at 1930hrs

Shepherdswell Village Hall

MINUTES

In the absence of the Chair, Cllr Stauffer-Kruse (Vice-Chair) opened the meeting and welcomed all.

To receive reports from the County and District Councillors, Community Warden, Community Beat Officer & Shepherdswell Green Spaces Group. Public questions and comments on agenda and non-agenda items (this section will be limited to 15 minutes or otherwise at the discretion of the Chair).

Nigel Baker, Chair of the Shepherdswell Green Spaces Group, reported that the group had met on 02 February 2026 - draft minutes have been circulated. Progress on the football extension is stalled pending the finalisation of drawings. The paper on the play area, originally expected this month, is now delayed until April. The Green Spaces Group will hold its Annual General Meeting (AGM) on April 27th. A small funding request is included in the meeting papers for the council's consideration.

A resident raised concerns about the safety and suitability of the new rail installed at Coldred Pond. He commented on the state of the pond after heavy rain, which he stated had breached its banks and claimed the knee rail was installed within the flooded area. The resident questioned whether the council had considered if this location was suitable and organised, suggesting it could be dangerous.

A resident thanked the Parish Council for contacting DDC regarding the ongoing issues experienced by residents in Shepherdswell.

A resident questioned why KCC does not waive the 0930hrs restriction on concessionary bus passes, citing a similar action by another council and the need for residents to travel for medical appointments. The resident also asked if there has been an update following her request at the last meeting. The Clerk explained that following the last meeting, the Parish Council emailed the KCC and DDC councillors regarding this issue. DDC Councillor Jamie Pout responded via email, stating he is arranging a meeting in March with Joel Mitchell, the CEO of Stagecoach and will raise the issue. Councillor Pount's current understanding is that the decision on the demand-responsive bus service was based on low usage data for Shepherdswell and Coldred.

13/2025 IN ATTENDANCE & APOLOGIES FOR ABSENCE

Present: Cllrs Bradley Stauffer-Kruse (Vice Chair – acting as Chair for this meeting), Keith Roberts, John Bulaitis, Marien Elgar, Terry Hunt, Sindy Denyer, Barry Crush and Carole White

14 Members of the public

Clerk: Jan Hancock

Apologies: Cllrs Mark Watson (Chair), Aidan Softley and Sue Taber

14/2025 MINUTES OF THE MEETINGS HELD ON THE 21 JANUARY 2026

The Clerk informed the meeting that under agenda item 11.03, the following has been added:

Following discussion, at 2046hrs the meeting was paused to allow a resident to address the Council on this agenda item. The Chair then resumed the meeting.

Cllr Terry Hunt PROPOSED that with this change, the minutes of the meeting held on 21 January 2026 were AGREED to be a true and accurate record, seconded by Cllr Roberts. All AGREED

15/2025 DECLARATIONS OF INTEREST

Cllr Stauffer-Kruse declared an OSI on agenda item 18.01

16/2025 SOCIAL MEDIA POLICY

Following discussion, Cllr Denyer PROPOSED that the Social Media Policy be APPROVED and ADOPTED, seconded by Cllr Roberts. All AGREED

17/2025 PARISH CLERK’S REPORT

The Clerk reported on an email received after the agenda was published concerning a request from the Squirrel Scouts to use the recreation ground on June 13th 2026. It was noted that junior cricket coaching takes place on Saturday mornings from 0930hrs, but this was not seen as a conflict. The Council unanimously approved the use of the recreation ground by the Squirrel Scouts on June 13th.

The Clerk has attended various meetings and workshops resulting in three topics being added to the agenda for the March meeting - Infrastructure Delivery Plan, Local Government Reorganisation Consultation and Community Governance Review.

Following the meeting last month letters were sent to DDC cabinet members, local councillors, and KCC councillors regarding the bus service, with only one response received.

Funding for buses in Kent comes from KCC, but the specific local service was funded by DDC or Section 106 money, giving DDV potential influence. Cllr Bulaitis expressed disappointment at the lack of response and suggested publicising the Council's position and the letters they sent to the local press and on social media to increase pressure. A key issue raised was the lack of consultation with the Parish Council and residents during the initial review process and usage surveys, which undermines the claim of low usage. Cllr Bulaitis agreed to lead efforts in contacting the local press and publicising the council's position on the bus service.

18/2025 FINANCE

18-01 **SCHEDULE OF PAYMENTS**

Balances as 11 February 2026	£
Current A/C	4002.55
Business A/C	123799.34
INCOME	
SGSG – container project	665.00
UK Power Network Wayfare	20.52
Premises rent (2 months)	600.00
EXPENDITURE TO RATIFY	
Hugo Fox – Website	23.99
Clerk’s Wages (January)	1163.23
Service Charge	6.00
NEST – Clerk Pension	65.55
Krystal Hosting – Emails	13.20

EXPENDITURE TO APPROVE	
Small Works Contractor (inv 339)	510.00
Clerk's Expenses	396.44
Harmers (inv 26400)	819.79
Village Hall Fees – January	92.50
HMRC	180.74
Coldred Forum Planters	205.78
Delta Electrical Services	240.00
	2445.25

Cllr Stauffer-Kruse left the room for the following proposal.

Cllr Roberts PROPOSED that the schedule of payments be APPROVED, seconded by Cllr Elgar. All AGREED

Cllr Stauffer-Kruse returned.

18.02 ROYAL BRITISH LEGION

Cllr Hunt PROPOSED that the Parish Council increase its annual contribution to the Royal British Legion for the Poppy Appeal from £100 to £150, seconded by Cllr White. All AGREED.

19/2025 PLANNING COMMITTEE

No report.

20/2025 WORKING GROUP REPORTS

20-01 A proposal was raised in Councillor Tabor's absence regarding working groups. It was clarified that existing standing orders already permit working groups to appoint non-councillors (residents) to assist them. This appointment is the responsibility of the working group itself and does not require approval from the full council. It was reiterated that working groups do not have voting power; they prepare reports and recommendations for the council. The council agreed that no action was needed as the procedure is already established.

20-02 **Carbon Footprint Working Group** – Cllr Roberts reported that progress on the installation of recycle bins at the village hall has been delayed pending ground clearance. The EV charging points are due to go live by the end of February.

20-03 **Highway Improvement Plan Working Group** – The group has been in communication with the school regarding traffic problems. Cllr White asked why the village's annual application for a 20 MPH speed limit, particularly around the school and green, is consistently turned down. The reasoning given is either there is insufficient supporting data or that the road can carry the speed.

20-04 **Communications Working Group** – No Report

21/2025 COMMUNITY

21-01 Shepherdswell CE Primary School

A request has been received to fund £1200 toward the purchase of road safety signage. The exact number of signs this would purchase is currently unclear. The school have been advised that there is a KCC Highways Scheme (School Streets) that the school could explore for funding. The council noted that it lacks the authority to approve placing items on the public highway; this approval must come from the highway authority (KCC). Providing a grant could imply an approval the council is not authorised to give. Clerk to contact the school for more project details including the number of signs, their specific placement locations, and how the scheme would be managed. The parish Council note the parallels between their Highway Improvement Plan and any proposed school plan and so the Clerk will also help with the School Streets Scheme, if required.

21-02 Recreation Ground

- i) Shepherdswell Green Spaces Group (SGSG) – members **ACKNOWLEDGED** the minutes from the meeting held on 02 February 2026.

- ii) **Cllr Hunt PROPOSED that members APPROVE the request from SGSG for £375 contribution towards reseeding the goal mouths and anti climb measures, seconded by Cllr Denyer. All AGREED**
- iii) **Cllr Denyer PROPOSED that the Parish Council AGREE to arrange for a one-off clearance of vegetation and overgrowth on the football extension, with the area then being added to the ongoing grounds maintenance schedule to prevent recurrence. Seconded by Cllr White. All AGREED**
- iv) **Cllr Roberts PROPOSED to ACTION all Priority 1 and 2 items identified on the Clerk's Play Inspection Report action list, seconded by Cllr Hunt. All AGREED**

21-03 Grounds Maintenance Tender

The wording for the new grounds maintenance tender was discussed, with feedback having been circulated.

2027hrs the meeting was paused to allow SGSG to explain aspects of the comments on their feedback report.

The meeting was resumed and members confirmed agreement on the updated wording. **Cllr Hunt PROPOSED that the Clerk amend the document and circulate to Councillors before publishing, seconded by Cllr Denyer. All AGREED.** The agreed final submission date is 01 April 2026 to enable Councillors to consider before the contact commences on 01 May 2026.

21.04 Coldred Acoustic Music Festival

Cllr Hunt PROPOSED that members APPROVE the use of Coldred Village Green on 28 June 2026, seconded by Cllr Roberts. All AGREED

21.05 Reed Meadow Allotment Association

A report has been received from the Association and circulated. Members discussed and **Cllr Hunt PROPOSED that Council request a copy of the Fencing Survey, request the Small Works Contractor to look at the gate and surrounding area to provide a solution for the closure issue and to clear the detritus and ask the Allotment Association if they are willing to change the padlock combination annually and notify the clerk once it is done so other parties can be notified. And notify the Allotment Association that the Parish Council have no objection to the Association continuing to operate with 3 trustees. Seconded by Cllr Roberts. All AGREED**

21.06 Shepherdswell History Society

Cllr Elgar PROPOSED that members AGREE £300 funding toward updating the First World War plaques at the village hall, seconded by Cllr Crush. AGREED with 3 abstentions

21.07 Shepherdswell Summer Fete

Cllr Denyer PROPOSED, in principle, to APPROVE use of the overflow car park at the village hall, providing that the hall was not in use. And the hardstanding of the football extension could be used for a display from a local blacksmith at Shepherdswell Fete providing adequate public liability insurance was produced. Seconded by Cllr White. All AGREED

21.08 Coldred Pond

A report/proposal from Cllr White has been circulated. Members discussed future maintenance responsibilities, including the need to understand any limitations associated with the new liner and any relevant warranty information. It was noted that the surrounding area has historically been maintained by the Council's grounds maintenance contractor, while the previous pond itself had been maintained with the assistance from Coldred Forum.

Councillors discussed whether additional documentation relating to maintenance requirements, warranties and operational limitations should be collated for the Council's records. It was noted during the discussion that the Parish Council already maintains an asset register and holds supporting documentation where it exists. Members expressed differing views on whether this should be undertaken as a standalone action or

as part of wider asset-management processes. **Clr White PROPOSED that the Clerk should prepare a document answering all queries on her report for consideration at the April meeting, seconded by Clr Denyer. 4 members voted in favour and with 4 against the motion was not carried.**

Before moving to the next item of business, a request was made under Standing Order 3(s) for the vote to be recorded. The voting was as follows: For – Cllrs White, Denyer, Crush & Bulaitis. Against – Cllrs Stauffer-Kruse, Elgar, Hunt & Roberts.

Clr White requested that her dissatisfaction with the outcome be noted and indicated she did not wish to take further involvement in matters relating to Coldred Pond.

22/2025 DATE OF THE NEXT MEETING

The next meeting will be held at 1930hrs on Wednesday 18 March 2026 at Shepherdswell Village Hall.

DRAFT

Shepherdswell *with* Coldred Parish Council

Co-option of Parish Councillor

Purpose:

To update members on the current vacancy and present the application received for consideration at the meeting on 18 March 2026.

Background:

A casual vacancy arose on the Parish Council and was duly advertised in accordance with statutory requirements and the Council's Co-option Procedure. The vacancy was open for expressions of interest until **2 March 2026**.

Applications Received:

By the closing date, **two applications were** received from local residents.

Next Steps:

In line with the Council's Co-option Procedure, members are asked to consider the applications at the meeting and determine whether to co-opt a candidate to fill the vacancy.

The application forms are attached to this explanation.

Co-option requires an absolute majority of votes of those present and voting.

If an applicant is co-opted, they will be invited to sign the **Declaration of Acceptance of Office** at the meeting and may then take their seat immediately.

If no applicant is co-opted, the vacancy will remain open and will need to be re-advertised.

Shepherdswell *with* Coldred Parish Council

Co-option Application Form

1. Personal Details

Full Name: David Cox

Address: [REDACTED]
Shepherdswell

Postcode: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

2. Eligibility to Serve as a Parish Councillor

To be eligible for co-option, you must meet *at least one* of the following criteria and **not** be disqualified under relevant legislation.

Please tick all that apply:

- I am registered as a local government elector for the parish.
- I have lived in the parish, or within 3 miles of it, for the past 12 months.
- I occupy as owner or tenant land or premises in the parish for the past 12 months.
- My principal or only place of work has been in the parish for the past 12 months.

Please confirm you are not disqualified from holding office:

- I confirm I am not disqualified under the Local Government Act 1972 or other relevant legislation.
-

3. About You

Why would you like to become a parish councillor?

(Please outline your motivation and what you hope to contribute.)

I have lived in the village since 2004 and would welcome the opportunity to contribute to its ongoing development. I am particularly interested in supporting initiatives that strengthen community cohesion and improve local services. I believe in transparent effective decision making by working collaboratively with fellow councillors.

What skills, experience, or interests would you bring to the council?

(Community involvement, professional background, local knowledge, etc.)

I am an active member of the Green Spaces Group working alongside the Parish Council to enhance village facilities. I am currently helping in the organising of this year's summer fete. I have experience in community involvement including serving as a school governor and managing an under 10 football team. Professionally I have built a career in IT and I believe the Parish Council would benefit from my experience.

4. Declarations

Are you willing to attend council meetings regularly and undertake training as required?

- Yes
- No

Are you willing for your name to be published as an applicant?

- Yes
- No

5. Signature

I declare that the information given in this application is true and complete.

Signature: David Cox

Date: 02/02/2026

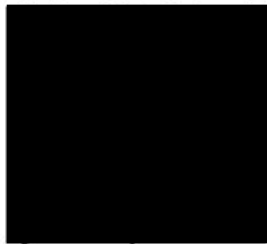
Shepherdswell *with* Coldred Parish Council

Co-option Application Form

1. Personal Details

Full Name: Matthew Thornton

Address:



Postcode:

Telephone:

Email:

2. Eligibility to Serve as a Parish Councillor

To be eligible for co-option, you must meet *at least one* of the following criteria and **not** be disqualified under relevant legislation.

Please tick all that apply:

- I am registered as a local government elector for the parish.
- I have lived in the parish, or within 3 miles of it, for the past 12 months.
- I occupy as owner or tenant land or premises in the parish for the past 12 months.
- My principal or only place of work has been in the parish for the past 12 months.

Please confirm you are not disqualified from holding office:

- I confirm I am not disqualified under the Local Government Act 1972 or other relevant legislation.

3. About You

Why would you like to become a parish councillor?

(Please outline your motivation and what you hope to contribute.)

Since moving to the heart of the village, I have sought to immerse myself in the community through my involvement with the Village Green Association. This village has been incredibly welcoming, and I am keen to give back by offering my time and energy to the Parish Council. Having worked in the Civil Engineering industry, I am used to demanding environments that require patience, clear communication and solution-oriented mindset. My goal is to use my professional and personal experience to help ensure our parish remains a vibrant, well supported place to live.

What skills, experience, or interests would you bring to the council?

(Community involvement, professional background, local knowledge, etc.)

I bring a unique combination of technical expertise and governance experience. In terms of leadership, I served on the committee of the London and Surrey Mini Owners Club for over twenty years, including seven years as Chairman. Managing the UK's largest regional Mini Club required high-level organisation, financial oversight, and the ability to build consensus through effective chairing of meetings. My interests are rooted in local life. I am eager to apply my skills and experience in community leadership to help maintain and improve our local environment.

4. Declarations

Are you willing to attend council meetings regularly and undertake training as required?

- Yes
- No

Are you willing for your name to be published as an applicant?

- Yes
- No

5. Signature

I declare that the information given in this application is true and complete.

Signature: _____

Date: _____

08/02/2026

Shepherdswell *with* Coldred Parish Council

Finance Report

18 March 2026

Balances as 11 March 2026	£
Current A/C	2695.33
Business A/C	121799.34
INCOME	
Cemetery – headstone engraving	150.00
Premises rent (06-03-26)	300.00
EXPENDITURE TO RATIFY	
Hugo Fox – Website	23.99
Clerk’s Wages (March)	1163.23
Service Charge	6.00
NEST – Clerk Pension	65.55
Krystal Hosting – Emails	13.20
EXPENDITURE TO APPROVE	
Small Works Contractor (inv 340)	677.04
Clerk’s Expenses	-35.68
Harmers (inv 26515)	819.79
Village Hall Fees – February	92.50
HMRC	180.94
Playdale	899.89
Mazars	378.00
	3012.48



Infrastructure Delivery Plan Update Survey Questions

Thank you for taking the time to complete this survey. The questions are listed below for discussion purposes at your council meetings.

Please submit your formal responses using our online form: [Town & Parish Survey - Infrastructure Delivery Plan \(IDP\)](#). This will help us collate responses much more quickly.

1. Please indicate which of the following facilities you have in your town/parish area
(In the online answer form please select all that apply and provide details such as name/location/details of specific facilities and whether you or another local group owns and/or manages the facility)

- Town/Village/Parish Halls Y / N
- Other community/sports buildings or pavilions Y / N
- Equipped Play Areas Y / N
- Outdoor Fitness Equipment Y / N
- Outdoor Sports Pitches/Fields (Grass or Artificial 3G) Y / N
- Multi-Use Games Areas (MUGAs) Y / N
- Other Sports Facilities (e.g. tennis courts, skate parks etc) Y / N
- Informal areas of open space used for recreation (no equipment) Y / N
- Allotments Y / N
- Amenity open space and/or public gardens Y / N
- Any other community facilities not listed above: Y / N

2. Have any of these facilities recently been upgraded (in the last 3 years)?

Y / N

Details:

3. Do any of these existing facilities require upgrading / updating?

Please provide details of the specific facility below, their function, age and main reason upgrade/update is needed:



4. If you answered Yes to Question 3 - Do you have plans for any of your facilities to be upgraded within the next 3 years?

5. If you answered yes to Question 4, do you currently have any of the following information?

- A detailed description of the works needed and costs?
- A Project Plan with timescales?
- A quote/s for the work?

(Please provide details below and send any relevant information documents to planning.policy@dover.gov.uk)

6. Are there any new facilities you would like to see delivered in your area that you don't already have?

(Please list and state whether this would be delivered by Town / Parish Council or required to be delivered by DDC/other)

7. Do you have in place an up-to-date list of Town / Parish Priorities which includes information on community infrastructure projects /requirements?

(this may be part of a Neighbourhood Plan or Parish Plan).

Y / N

If Y - Please email to planning.policy@dover.gov.uk

8. Do you wish for all the facilities and projects/upgrades listed to be included in the update to the IDP?

9. If you have Equipped Play Area / Outdoor Fitness Equipment facilities which require maintenance or upgrades, are you happy for the DDC Principal Open Spaces Officer to contact you as part of the emerging Play Areas Strategy?

10. Do you have any other comments / information you wish to share with the District Council relating to the IDP or IFS?

From: [Rebecca Brough](#)
Subject: Local Government Reorganisation Consultation Update
Date: 06 February 2026 10:37:35
Attachments: [image002.png](#)
Importance: High

Message from Kent Leaders and Chief Executives (Please note updated email address for questions)

Dear Town/Parish Clerk,

Ministers want your views on how Kent and Medway's councils should be organised

I am writing on behalf of the Leaders and Chief Executives of Kent and Medway's 14 councils.

In the biggest proposed shake up of local government in 50 years, ministers asked councils to come up with plans to create unitary councils in a process known as local government reorganisation (LGR).

Under the current system Kent County Council (KCC) delivers some services such as education, social services and roads, and district or borough councils deliver others like emptying your bins and providing housing services.

Under the proposed system, a much smaller number of unitary councils would deliver all council services in one area. Medway Council operates in that way today.

Councils across Kent and Medway worked together to draw up a series of options for the number of unitaries needed and what areas they should cover.

Ministers need your insight and expertise to help them decide which option should be adopted and understand the implications for the delivery of your services.

We urge your organisation to take part in the government's consultation by visiting <https://www.gov.uk/government/consultations/local-government-reorganisation-in-kent-and-medway/proposals-for-local-government-reorganisation-in-kent-and-medway>.

The deadline for responses is 11.59pm Thursday 26 March.

You will find lots of background information, including the detailed explanations of each of the options, by visiting KentCouncilLeaders.org.uk/lgr-consultation.

Councils may well be in touch with you separately to explain the benefits as they see them of their preferred option.

Next steps

Once the consultation closes, civil servants and ministers will consider your responses alongside the evidence that has been presented to them.

A decision on which option ministers have chosen is likely to be announced in the summer.

We will let you know what that decision is and keep you up to date as we work together to implement it.

If you have any questions, please do get in touch via pr@dover.gov.uk and we will do our best to help.



Rebecca Brough

Head of Corporate Services & Democracy

Deputy Monitoring Officer

My Pronouns are: She/Her/Hers

Dover District Council

Council Offices, White Cliffs Business Park, Whitfield, Dover CT16 3PJ

Tel: 01304 872304

Email: rebecca.brough@dover.gov.uk

Email: democraticservices@dover.gov.uk



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Should the number of councillors on the above named town/parish council be changed?

Agenda Item 32

Yes

From: [DDC Elections](#)
Subject: Community Governance Review

No

Date: 09 February 2026 09:17:12
Attachments: [image002.png](#)
[Appendix 1 - Electorate Forecasts & Councillor Numbers.xlsx](#)
[Appendix 2 - Contested and Uncontested Elections.xlsx](#)
[Terms of Reference - January 2026.pdf](#)
[Letter for Clerks - January 2026.pdf](#)

Good morning

Please find attached details of the Community Governance Review being run by Dover District Council starting Monday 9 February 2026.

All details will be found on the Community Governance Review webpage on the website which will be found here: www.dover.gov.uk/elections.

The links to respond and the CGR page itself will go live at 9am on Monday 9 February 2026.

We will have a poster ready shortly for you to be able to add to your noticeboard.

If you require any further information or assistance, please contact the Electoral Services Team on elections@dover.gov.uk or call on 01304-872344.

Kind regards

Tracy



Tracy Gibbs AEA (Dip)
Electoral Services Manager

Dover District Council
Council Offices, White Cliffs Business Park, Whitfield, Dover, CT16 3PJ

Elections Helpline: 01304-872344
Web: <http://dover.gov.uk>



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CLICK HERE

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From: [keith.roberts](#)
To: [Jan Rousell](#)
Subject: Parish Magazine
Date: 11 March 2026 16:13:24

Afternoon Jan

Sorry about the timing of this request but if possible can we squeeze this on the agenda for next Wednesday.

You may have noticed that the Parish magazine has swollen to 36 pages from our original 32. This is as a result of increased participation by Village groups, which is a fantastic outcome for a Parish magazine. As a result the costs of production for this year's Budget March 2025 - April 2026 will result in us going over by £650.00. As we are a Not for Profit organisation our advertisers fees are set at a very tight level so we ensure we do not stray into profit. For the year April 2026 -March 2027 we will be reviewing our fees to ensure that we can meet that year's publishing costs.

Realising that the PC has set aside a small budget to help SwellColNews would it be possible to grant the sum of £650.00.

Thanks

Keith Roberts
Editor

From: [Elgar Marien](#)
To: [Jan Rousell](#)
Subject: Coldred Events
Date: 06 March 2026 16:10:36

Hello Jan

Please can we have Parish Council permission to host the following events on Coldred Village Green this year?

Saturday April 25th	Event to thank Pond volunteers
Saturday July 11th	Cocktail Evening
Sunday August 9th	Village Lunch
Sunday September 6th	Village BBQ

Regards

Marien Elgar
Secretary Coldred Forum