

BISHOPSBOUNRE PARISH COUNCIL

Minutes of the Meeting of the Council
Wednesday 8th July 2026 at 18:30

Present: Cllr Cole (Chair); Cllr Debbie Tapley (Vice Chair); Cllr Homewood; 2 Members of the Public and Mrs Steph Woods (Clerk)

1. Chairman opening remarks, apologies and approval of absences:

The Chairman welcomed all to the meeting. Apologies were received from Cllr Sole, Cllr Dutta, Cllr Thorneycroft and Roger Martin (Flood Warden).

2. Declarations of interest:

None were received.

3. Minutes of the previous meeting: Confirmation of the Minutes of the Meeting held on Wednesday 11th March 2026 and Minutes of the AGM held on Wednesday 13th May 2026 were approved as a true record, proposed by Cllr Tapley, seconded by Cllr Homewood and were signed by the Chair.

4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement.

It was reported that on Tuesday 7th July 2026 around 6.30pm-9pm £40.00 was stolen from the Church donation box. Kingston Church was also broken into as well. Clerk to post on Facebook. They are now looking at installing CCTV.

A big screen (58 inches) has been procured for the Village Hall which can be used for conferences, weddings, parties etc.

5. Report from County/City Councillor:

The monthly report from Cllr Sole have been previously circulated to all councillors.

6. Finance:

a) Payments and receipts:

The balance as of 14th January 2026 is £19,347.75 with £2,373.48 in the current account and £16,974.27 in the savings account.

Receipts:

Unity Trust – Credit Interest - £70.69

Canterbury City Council – Grant for picnic benches - £935.00

Payments:

Stephanie Woods – Salary (May & June 2026)

Unity Trust Bank – Service Fee (May & June 2026) - £14.00

Envisage – Inv 2341 - £324.00

Envisage – Inv 2387 - £552.00

Eyelid Productions – Annual Website Support - £100.00

Bishopsbourne Village Hall – Hire 2026/27 - £150.00

Stephanie Woods – Reimbursement Keys Noticeboard - £15.75

Stephanie Woods – Reimbursement Printer Drum (33%) - £23.25

Stephanie Woods – Reimbursement Stationary (33%) - £8.82

The above payments and transfer of £1,000 to current account were proposed by Cllr Homewood and seconded by Cllr Cole. ALL AGREED. CFF funding agreement from CCC signed by Clerk and Chair. Clerk to return to CCC.

7. Planning

CA/26/01098

Support with no comments.

8. Highways

- a) Various outstanding issues including pot holes and hedges – clerk to write letter to resident of hedge and request it to be cut back.
- b) Safety concerns with junction at Rose Lane and Bonny Bush Hill – Cllr Cole to arrange a meeting with Cllr Sole to discuss this and other Highways concerns.

9. Neame Meadow/Maintenance

- a) Picnic Benches – Cllr to decide what benches are required and Clerk will order.
- b) Playground inspection – Cllr Cole to look inspect as there are some grass mats that have moved and tidy up. Clerk to get new play equipment maintenance kit sent to Cllr Cole.

c) Other Parish Matters

- a) BT Telephone Box – Cllr Cole reported that at present there is no funding available so will go ahead now with the redecoration.
- b) Parking – Clerk to speak to KALC planning consultant to get advice on potential planning for an identified site.
- c) War Memorial – has now been granted Grade II listed status by Historic England (listed as site which has public access).
- d) Communications – it was agreed to put an article in the parish magazine with PC contact information and key dates. The website needs updated and moved to gov.uk URL and Cllrs need to replace gmail.com email addresses now due to assertion 10. Clerk to speak to current supplier and see if we can get dedicated gov.uk email addresses plus a simpler website editing system and also get quotes for alternative editing systems.

10. Matters arising for future discussion

None.

11. Date of next meeting: 9th September 2026

There being no further business, the meeting was closed to the public 19:30.

Please note these Minutes remain as draft until they are approved by the Parish Council at their next Parish Council meeting.

Signed (Chairman)

Date