Staple Parish Council
Staple Village Hall
Wednesday 11 June 2025
7.30pm

Minutes

45/25	**Apologies: No Apologies were received.** **Present:** Cllrs Bartlett (Chair), Martin, Loukes, Kirk, Ewart, Davis-Marks and Rogers-Hudson. Cllr Porter (DDC) and 2 members of the public.
46/25	**Minutes** These were agreed and signed off
47/25	**Matters Arising** There were no matters arising from the minutes.
48/25	**Declarations of Interest** There were no Declarations of Interest on items on the agenda or amendments to the Register of Interests

Meeting adjourned for Public Session. (Max 15 mins)

A member of the public brought up the Planning application at Great Pedding Farm ref: 25/00547 and asked that the council consider how it might apply for Section 106 funding. This would not be possible with this application as it is a 'Class Q' application. It was agreed that the council should consider what would be eligible under Section 106 so that we were prepared for a request in the future. Cllr Bartlett will enquire what the Section 106 criteria are.

49/25	**Finance** • To approve payments as presented at this meeting. 10/06/2025 Mrs D O'Brien 473 -150.00 10/06/2025 Sophie Gaskain 474 -356.10 11/06/2025 Chandler and Dunn 476 -25.00 11/06/2025 The Black Pig 475 -30.00 *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed*. • To consider cash balances and bank reconciliation. It was not possible to reconcile the bank accounts as Barclays has withdrawn access to the website until details are updated. Cllr Bartlett will go to Barclays to try and give them the requested details. He will also change the correspondence address for the clerk, request a new

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	cheque book and start the process of putting Cllrs Ewart and Martin on the banking mandate. It was also agreed that when the bank accounts were accessible, the bulk of the precept and reserve should be moved into the interest paying account, with only a working sum left in the community account. • **Internal Audit** The report was received. The clerk will use the report to create an action plan to address issues raised by the audit. This can be reviewed by the council at the next meeting. *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed* **To sign the Annual Governance Statement 24/25** The Annual Governance Statement was considered and signed. *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed* **To sign the Accounting Statements 24/25** The accounting statements were considered and signed. *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed* **To sign the Certificate of Exemption – AGAR 24/25 Form 2** The exemption certificate was signed. The clerk will forward to the Auditor, Mazars. *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed* **To set the dates for the exercise of public rights.** The dates were set as the 16th June – 25 July. Cllr Loukes agreed to put the notices up on the noticeboards. The clerk will publish all the information on the website. *Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson. All agreed*
50/25	**To receive the Clerk's report and correspondence**

Correspondence

Number	Date	Who From	About	Status
1	May	[redacted]	Staple Country Fayre	
2	7 May	National Grid (by post)	Development consent order for Infrastructure	
3	9 may	National Grid (by post)	Development consent order for Infrastructure	
4	June	Cllr Bartlett and Cllr Porter DDC	DDC newsleter	Forwarded
5	28/5/252	[redacted]	Bonfires causing a nuisance	I replied giving her the details of EA at DDC
6	June	DDC	Town and Parish Charter	To review.
7	June	PC Bowler	June Newsletter	Forwarded
8	10 June 2025	DDC	Land to south of Summerfield house appeal.	Forwarded
9	21/5/25	D O Brien	Internal Audit	Forwarded
10	11/6/25	Barclays	Planning to freeze our account	Received today

The clerk received the SPC mobile with thanks, she will use this to get into HMRC Government Gateway.

51/25 **Reports**

District Councillor

Cllr Porter gave the DDC Councillor report. Items mentioned included the Inspire project, the paddling pool at Walmer, Maison Dieu, the playpark in Sandwich and the ongoing issue of rural car parking.

County Councillor

No apologies or a report have been received from the new KCC councillor.

Village Hall and Recreation Grounds

It is a busy time of year for the Village Hall.

It was proposed to suspend the publish place status of the Recreation Grounds for the Staple Country Fayre on Sunday 22nd June 2025.

Proposed: Cllr Martin. Seconded: Cllr Ewart All Agreed.

It was proposed to suspend the publish place status of the Recreation Grounds for Jazz Event for the weekend of the 14th June 2025.

Proposed: Cllr Kirk. Seconded: Cllr Rogers-Hudson All Agreed.

Highways (SID, Speedwatch, footpaths) -

The flooding at Chapel Lane has been resolved. The "Warning, Ice" sign has been delivered. Cllr Loukes has been participated in a E. Kent Speedwatch day where 56 groups were out at the same time. He will be attending the Speedwatch conference. He has purchased

	a radar gun for £140.37 to catch speeders going in the other direction. It was proposed that the Parish Council pay for this. *Proposed: Cllr Kirk. Seconded: Cllr Ewart. All agreed.* Currently, the footpaths appear to be in good condition. **Planning** Great Pedding Farm Pedding Lane Shatterling Canterbury Kent CT3 1JS Reference: 25/00547 Cllr Ewart will forward a comment re. access to this site to Cllr Davis-Marks for submission. Appeal against: Land South East Of Mill Cottage Mill Road Staple Kent Ref. No: 25/00017/S174 | Received: Tue 10 Jun 2025 | The council felt it was unclear what was the status of the enforcement and appeal process at this site. It also appeared that this appeal had been submitted after the deadline of the 1st June. Cllr Bartlett with contact DDC Planning enforcement for clarification on this. In addition, there had been a great deal of unpleasant, black, acrid smoke from bonfires at this site. Several residents have complained to the Environment Agency at DDC about this matter. The clerk will contact Christopher Brown at DDC on behalf of the Parish Council to establish what steps the Environment Agency are taking about this. **Kent Police** The report by PC Bowler has been received and forwarded.
52/25	**Maintenance** • Bus stop, Shatterling – Roof needs refelting and ivy removed. • Signs repaint. Both of these items need maintenance. Cllr Martin will contact Nathan to ask him to quote separately for these jobs. The neighbourhood watch signs are now redundant and need to be removed. The road signs at Buckland Lane have been knocked over and removed. Cllr Bartlett has reported this to KCC Highways.
53/25	**Any other Business** • **Staple Country Fayre** – already covered.

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54/25	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 9 July 2025 at 7.30p.m. Cllr Bartlett offers his apologies for the first part of the meeting as there is a conflict with a DDC meeting. Cllr Martin agreed to chair this SPC meeting until Cllr Bartlett was able to attend.

Sophie Gaskain (Clerk)

12/6/25

Signed as a true record: _____

Date: _____

Position: _____