Staple Parish Council
Staple Village Hall
Wednesday 14th May 2025
7.00pm

MINUTES

35/25	**Apologies: Cllr Evans (KCC)** **Attending:** Cllrs Bartlett (Chair), Martin, Loukes, Ewart, Davis-Marks, Rogers-Hudson and Kirk. Also, Cllr Porter (DDC) 18 members of the public and the clerk.
36/25	**Minutes** These were agreed and signed off.
37/25	**Matters Arising** There were no matters arising from the minutes.
38/25	**Declarations of Interest** Cllr Bartlett declared an interest in the planning application ref: 25/00474.
39/25	**Finance** • To approve payments as presented at this meeting

Initialled: _____ Date_____

	Bank Reconciliation Staple Parish Council **08/05/2024** Cashbook Opening Balance **9958.10** **Cashbook since last reconciliation.** 07 April 2025 ART Software 468 -119.88 09 April 2025 KALC 465 -279.32 17 April 2025 Sophie Gaskain 466 -386.32 17 April 2025 St James PCC 464 -414.50 25 April 2025 HMRC SDDS DD -116.04 28 April 2025 HMRC 467 -226.20 To sign cheque 08 May 2025 Zurich Municipal 470 -396.80 08 May 2025 Precept 12990.72 To sign cheque 08 May 2025 Sophie Gaskain 469 -356.10 To sign cheque 08 May 2025 kalc 472 -35.27 Cashbook Closing Balance 45785.00 **20618.39** **Bank Statement** Community Account Bank Statement 45776.00 20093.27 Business Premium Account 45735.00 2199.49 **22292.76** Less Unpresented Cheques 07 April 2025 ART Software 468 -119.88 09 April 2025 KALC 465 -279.32 17 April 2025 St James PCC 464 -414.50 08 May 2024 Zurich Municipal 470 -396.80 08 May 2025 Sophie Gaskain 169 -356.10 12 March 2025 St James PCC 463 -72.50 08 May 2025 kalc 472 -35.27 **Total unprepresented items.** **-1674.37** **Bank account Balance less unpresented cheques.** **20618.39** **Difference between cashbook and reconciled balance** **-0.00** • To consider cash balances and bank reconciliation. *Proposed: Cllr Martin. Seconded Cllr Kirk. All agreed.*
40/25	**To receive the Clerk's report and correspondence** • Asset Register The asset register was presented to be accepted as accurate in May 2025.

Staple Parish Council Assset Register - March 2025

	Date Purchased	Cost	Insurance values	Location March 2025	Notes
Staple Village Hall				Leased to Village Hall Charity	
Pair of Village Gateway Equipment Staple 1		1,400.00	1,400.00	Durlock Road	
Pair of Village Gateway Equipment Staple 2		1,400.00	1,400.00	The Street	
Pair of Village Gateway Equipment Staple 3		1,400.00	1,400.00	Barnsole	
Welcome to Staple ornamental sign				Barnsole	
Pair of Village Gateway Equipment Shatterling 1		1,400.00	1,400.00	Pedding Lane	
Pair of Village Gateway Equipment Shatterling 2		1,400.00	1,400.00	Wingham Country Market	
Shatterling Bus Shelter 1		6,000.00	6,000.00	A257	
Shatterling Bus Shelter 2				A257	
Noticeboard 1				Opposite St James Church	
Noticeboard 2	2023	1,000.00	1,000.00	Lower Road	
Dog Poo Bin		100.00	100.00	Village Hall	
Salt Bin 1		150.00	150.00	School Lane	
Salt Bin 2		150.00	150.00	Lower Road	
Salt Bin 3		150.00	150.00	The Street	
Salt Bin 4		150.00	150.00	Forge Corner	
Salt Bin 5		150.00	150.00	Chapel Lane	
Defibrillator	26/08/2020	1,200.00	1,200.00	Village Hall	
External cabinet for defibrillator	26/08/2020	600.00	600.00	Village Hall	
Wescotec Speed Indicator Device	Before 2019	2,000.00	2,000.00	Speedwatch	
Portable Radar Speed Monitor				Speedwatch	
UniparDual Message sign	22/01/2019	2,000.00	2,000.00	Speedwatch	
HP laptop	06/02/2020	500.00	500.00	Clerk's house	
Locking filing cabinet	16/07/1905	400.00	400.00	Village Hall	
V2 Toro mower	12/03/2025	400.00	400.00	St James Churchyard	
Stihl Strimmer		300.00	300.00	St James Churchyard	
Village Beacon		1,200.00	1,200.00	Village Hall	
Asset Register - Agreed: 14/5/25	Minute: 40/25				
Proposed	Cllr Martin				
Seconded	Cllr Kirk				

Proposed: Cllr Martin. Seconded: Cllr Kirk. All agreed

- Internal Audit.

All the documents have been sent to the Internal auditor. The clerk is having a zoom meeting to receive her report on Wednesday 21st May after which it will be possible to sign off the AGAR.

41/25 **Maintenance**

- Bus stop, Shatterling
- Signs repaint.

Cllr Martin will approach contractors for quotes for this maintenance.

42/25 **Planning Matters**

25/00474 – Land East of Durlock Road. Cllr Bartlett had declared an interest and stepped outside of the meeting. The council discussed the application. 5 councillors were neutral towards the application and 1 was supportive. However, councillors did have further questions re. the application. Cllr Davis-Marks will draft a response and circulate via the email.

25/00446 Downland, The Street

No Objections

Initialled: _____ Date_____

43/25	**Any other Business** • Allotment proposal Whilst the council was supportive of this as a concept, there did not appear to be any parcels of land available at this time.
44/25	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 11 June 2025 at 7.30p.m.

Sophie Gaskain (Clerk)

15/5/25

Signed as a true record: _____

Date: _____

Position: _____