

MINSTER PARISH COUNCIL



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The Parish Office
John Spanton Sports Pavilion
St Mildreds Road
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Ramsgate
Kent CT12 4DE

Clerk to the Council: Kyla Lamb - MAAT

29th January 2026

MINSTER PARISH COUNCIL

MEETING

3rd FEBRUARY 2026

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at John Spanton Sports Pavilion, St Mildreds Road, Minster on Tuesday 3rd February 2026 at 7 p.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

2. **MINUTES**

To approve the minutes of the Council meeting held on 6th January 2026 (**Appendix A**)

3. **MEMBERS' INTERESTS**

To register any new interests, or deregistration, by Members.

4. **POLICING AND COMMUNITY WARDEN REPORT**

To report on any other matters as appropriate.

5. **COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORT**

To receive reports from County and District Councillor's as appropriate.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

7. **REPORT OF THE CLERK**

The Clerk to report upon any matters that may have arisen since the dispatch of the agenda.

8. **DOCUMENTS AVAILABLE FOR INSPECTION**

Documents will be placed around at the meeting, as appropriate.

9. **PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE**

To receive minutes of the meeting held on 26th January 2026 and the recommendations contained therein. **(to be circulated by email prior to the meeting)**

10. **IT POLICY**

At the recent Communications Committee meeting held on 17th December 2025 an IT Policy was considered and recommended to Full Council for adoption. Since this meeting NALC have updated their IT Policy template. Members are asked to consider the updated policy and adopt the updated copy. **(draft policy circulated by email)**

11. **CEMETERY FEES & CHARGES 2026/27**

To consider an increase in fees and charges for the year 2026/27 **(draft schedule attached Appendix B)**.

12. **COMMITTEE REPRESENTATIVE REPORTS**

To receive reports, if appropriate, from representatives of the following bodies:

TALC	Cllrs. Crow-Brown & Quittenden
Minster School	Cllr Webzell
Village Hall	Cllr Smith

13. **REPORT OF THE RFO**

(a) Bank balance statement

(b) Statement of Receipts and Payments for January 2026 **(circulated by email prior to the meeting)**

14. **QUESTIONS FROM THE PUBLIC**

Up to 15 minutes will be allowed for members of the public to ask questions or comment on parish matters.

**Mrs. Kyla Lamb
Clerk to the Council**

29th January 2026