

# **MINSTER PARISH COUNCIL**

**Minutes of the Meeting of the Council held at John Spanton Sports Pavilion**

**St Mildreds Road, Minster**

**on 3<sup>rd</sup> February 2026 at 7.00pm**

Present: Councillors: Quittenden, Fordyce, Crow-Brown, Jones, Ingleton, Low, Mogridge, Bates, Smith

Also present: Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council), Cllr Luke Evans (KCC), Cllr Peter Evans (TDC) Cllr Abi Smith (TDC)

## **342. APOLOGIES FOR ABSENCE**

Cllr Andrews, Webzell, Community Warden Gary Groombridge, PC Andrew Howe

## **343. MINUTES**

**RESOLVED: That the Minutes of the Council meeting held on 6<sup>th</sup> January 2026 be approved.**

## **344. MEMBERS INTERESTS**

No members interests noted.

## **345. POLICING AND COMMUNITY WARDEN REPORT**

Community Warden Gary Groombridge was not present but provided a report as follows:

- Continues to be a visual presence within the village.
- Holding Information drop-ins at Minster Library.
- Numbers are increasing at the Heart in the Community Wellbeing group being held in the Salvation Army Hall.
- Supports the Mens Shed.
- Held a presentation at Rivers Court alongside Trading Standards to warn about scams, awareness of them and how to avoid them.
- Reported several potholes around the village.
- Carrying out security bike marking at Minster Primary School on Wednesday 4<sup>th</sup> February 2026.

PC Andy Howe was not present but provided a report as follows:

- 47 calls to Kent Police during January including anti-social behaviour, missing persons/welfare concerns, domestic incidents, traffic related and suspicious events. This is an increase in normal call and crime levels but nothing stands out for concern.
- A burglary occurred on the Manston Industrial Estate involving theft of firearms. Within 24 hours, two suspects were in police custody.
- A male suspect suspected of theft from motor vehicles over January is now in custody thanks to some good feedback from residents.

### **346. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS**

Cllr Luke Evans reported as follows;

- KCC Budget proposals 2026/27 – following efficiency reviews by the new Council they are reducing the debt and have set a council tax increase of 3.99% which is one of the lowest increases in the country.
- There is an internal investigation taking place at the lack of communication from officers to Councillors regarding the Sealink hearing last week resulting in a lack of attendance at the hearing.
- Has arranged a visit to Manston Airport on Saturday with Tony Freudman and Paul Bell from Manston Parish Council. Cllrs are welcome to attend with him.
- Attended the public consultation on the proposed hydrogen processing plant at Manston.
- Cllr Crow-Brown asked if the rumours are correct about consultation on the viability of four household waste tips. Cllr Evans replied that there is nothing official regarding this currently.

Cllr Peter Evans was present and reported as follows:

- Gave an update on Walpole Bay tidal pool, Theatre Royal and Winter Gardens refurbishment plans, tree planting, Jackey Bakers.
- Public engagement on air quality.
- Issues with bin collection staffing.
- TDC budget is not healthy. It could go into special measures.

Cllr Abi Smith was present and reported as follows:

- Attended the online Sealink hearing for 4 days last week.
- Is hoping to arrange a screening of This Planet We Call Home in Minster – original film produced by Connor Caruthers- can be viewed on:<https://youtu.be/8tps519SR34?si=0mYfJT4IV7uDEgg0>

### **347. CHAIRMAN'S ANNOUNCEMENT**

Cllr Quittenden reported as follows:

- Attended the public consultation on the proposed hydrogen processing plant at Manston.
- Is aware that both the New Inn and Bell Inn pubs leases are up for sale. It is hoped new tenants can be found and include the retention of the Mens Shed at the Bell Inn.

### **348. REPORT OF THE CLERK**

Nothing to report.

**349. DOCUMENTS AVAILABLE FOR INSPECTION**

Information on the Local Government Reorganisation. The Clerk will put this on Facebook and the parish council website.

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

**RESOLVED: That the minutes of the Planning, Highways & Transportation meeting held on 26<sup>th</sup> January 2026 be received and the recommendations contained therein.**

Cllr Ingleton reported as follows:

Asked Cllr Luke Evans to look into the response from Lezanne Cezar regarding the provision of additional yellow lines around the school estate.

Section 106 projects and what can be included is an ongoing discussion.

Cllrs Ingleton and Bates listened to the Sealink 4 day hearing last week.

FH/TH/25/1119 & 1120 – 3 Church Street, erection of a car port (retrospective) was refused and has now gone to appeal.

Thanked Cllr Abi Smith for her input into F/TH/25/0714 – Land north of Solar Park, Ebbsfleet Lane- installation of battery storage system.

**351. IT POLICY**

At the recent Communications Committee meeting held on 17<sup>th</sup> 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 considered the updated policy and:-

**RESOLVED: that the updated IT Policy be accepted and adopted.**

**352. CEMETERY FEES AND CHARGES 2026/2027**

Members considered an increase in fees and charges for the year 2026/2027.

**RESOLVED: To increase cemetery fees and charges as detailed in the draft schedule.**

**353. COMMITTEE REPRESENTATIVE REPORTS**

Members received reports from representatives of the following bodies:

TALC

Cllr Quittenden reported that the emergency and resilience plans were discussed and parish councils were asked to share their emergency plans with TDC. The pride in place grant of £1.5M from central government was discussed. Cllr Blankley From Birchington PC suggested it should be split between all towns and parishes based on population. The first meeting of the Parish Charter working party has taken place. There was further discussion on the LGR. Parish Elections are due in May 2027. If there are no district elections parishes will have to fund the full cost of their election if necessary. Next meeting is 30<sup>th</sup> March.

Minster School

Cllr Webzell was not present.

Village Hall.

Cllr Smith reported that the heating had failed in the hall but is now fixed.

**354. REPORT OF THE RFO**

**RESOLVED:**

- (a) the Bank balance statement be received and noted,
- (b) the statement of Receipts and Payments for the month of January 2026 be approved.

**355. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS**

No members of public were present.

**Time concluded: 8.16pm**

**3<sup>rd</sup> March 2026**