

MINSTER PARISH COUNCIL

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

St Mildreds Road, Minster

on 7th April 2026 at 7.00pm

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

Also present: Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council), Community Warden Gary Groombridge

387. APOLOGIES FOR ABSENCE

Cllr Smith (TDC), PC Owen Crush

388. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 3rd March 2026 be approved.

389. MEMBERS INTERESTS

No members interests noted.

390. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Gary Groombridge provided a report as follows:

- Continues to be a visual presence within the village.
- Numbers continue to increase at the Heart in the Community Wellbeing group being held in the Salvation Army Hall.
- Continues to support the Mens Shed and Manager at Rivers Court.
- Attempted to contact the landowner of land adjacent to the Lime Trees regarding anti-social behaviour occurring there. Passed details to PC Crush.
- Referred a rough sleeper to the Rise team he has been moved on now with the help of PC Crush.
- Reported nitrous oxide cannisters to TDC.

PC Owen Crush was not present but provided a report as follows:

- 49 calls in March to the police. 8 calls were crimes including assaults, harassment and burglary.
- Arrested a male while on beat who was wanted for failing to surrender on bail to police custody.
- Checks on multiple suspicious vehicles raised by concerned residents.
- Patrols have continued to be undertaken in hotspot areas raised by councillors for ASB, and I've been engaging with residents around a variety of issues from nuisance parking to incidents of damage.

391. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllrs Luke Evans, Peter Evans and Abi Smith were not present.

392. CHAIRMAN'S ANNOUNCEMENT

Cllr Quittenden reported as follows:

- Had a meeting at Minster School regarding their use and contribution to the all weather pitch mat. The school became an academy on 1st April 2026. The 19 year lease has finally been signed and completed for the area of land next to the parish office that was a tennis court to extend the school playground including secure access to the all weather pitch.
- Minster Shed had concerns about their continued use of the building at The Bell, this has now been resolved, and it should be secure for a further 5 years.
- Ex Minster Vicar Richard Braddy took a big part in the installation of the new Archbishop of Canterbury.
- Attended the police surgery held in Acol Last week.

393. REPORT OF THE CLERK

The Clerk reported that she had received information from Minster Open Gardens regarding a wheelbarrow garden competition open to all businesses and groups in Minster.

394. DOCUMENTS AVAILABLE FOR INSPECTION

The Chairman had a copy of the Local Government Review update from the KALC meeting. The Clerk will circulate this to all members.

395. PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE

RESOLVED: That the minutes of the Planning, Highways & Transportation meeting held on 30th March 2026, be received and the recommendations contained therein including the updated terms or reference.

Cllr Ingleton updated members on the following points:

Minute 374. Agreed to seek clarification from TDC on the balance of the section 106 monies held by TDC from the Heronsbrook development as it was thought £41178 was still unspent.

Minute 375. The Clerk will contact Emma Fibbens and Iain Livingstone to seek responses to emails sent last year regarding the BDW site and Lime Trees.

Minute 376. The Clerk will contact BDW for an update on the Southern Water Network enhancements and enquire how many properties are now occupied.

Minute 377. Reported that the visibility splays have improved at the Lime trees entrance.

396. REPLACEMENT OF 3G PITCH MAT

Following the tendering of the replacement of the mat of the 3G Pitch by Surfacing Standards Limited. Members are asked to consider the tender report and approve the recommended tender for the replacement of the 3G pitch mat. Following a discussion regarding the details of the tender analysis and recommendation including indemnity and reputation of the companies it was :

RESOLVED to accept the recommendation from Surfacing Standards Limited to proceed the works further through construction with EB Sports Lump Sum

Offer Ex VAT of £206,395.00 with a 5% Contingency ex VAT of £10,319.75 Total £216,714.75. Any shortfall will be covered from reserves and repaid from future income from the pitch. The Clerk will continue to investigate the possibility of funding form the pride in place government fund held by TDC.

397. GRASS CUTTING AND STRIMMING ENQUIRY FROM CLIFFSEND PARISH COUNCIL

The Clerk has received an enquiry from the Chairman of Cliffsend Parish Council as to whether Minster Parish Council are able to undertake gras cutting and strimming at the Marjorie Chapman field next to the play area that we currently mow under our agency agreement with TDC. The Clerk will explained that she had discussed this with Neil Cooper our groundsman who said as we are there with equipment it makes sense for MPC to carry out works if required. With the help of Neil estimating hours and including fuel and wear and tear on machinery the Clerk had proposed a price of £90 per grass cut and £65 per strimming of the field perimeter.

RESOLVED: that the Clerk can proceed to offer a cutting and strimming service to Cliffsend Parish Council for the Majorie Chapman Field at the prices above as required by Cliffsend Parish Council, only to be carried out when the staff are in Cliffsend mowing the play area.

398. RSP MANSTON AIRPORT STAGE 3 FORMAL CONSULTATION

Following the information circulated regarding the public consultation events and webinars regarding the above. Tony Freudmann from RSP has invited Members of Minster Parish Council to a meeting at the airport to enable them to explain the future plans for the airport and a guided tour of the airfield. The Clerk had circulated the possible dates.

AGREED to accept a meeting at Manston airport on Tuesday 21st April at 10.15am.

399. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC-Cllr Quittenden reported that he had attended a meeting on 30th March. CEO Colin Carmichael gave an update on the Local Government Review. Penny Button was also in attendance. The draft Parish Charter was also discussed. The Pride in Place Funding consultation has now ended. Parish and Town Councils will be asked to submit bids for eligible projects which will be considered by a panel set up be TDC. Next meeting date is 18th May.

Minster School – Nothing form the School, Cllr Webzell reported that 2500 food bags has been distributed from food banks to Minster and the surrounding villages.

Village Hall. – Nothing to report.

400. 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 March 2026 be approved.**
- (c) the budget/income expense report to 31st March 2026 be received.**

401. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Caroline Manning asked who owned the verge at the front of the BDW site in front of the hedge as it is overgrown and unsightly. The Clerk confirmed that it forms part of the site. The Clerk will contact BDW to ask if they can maintain it to the high standard that are maintaining the top of the entrance as it is the entrance to the village.

Time concluded: 8.20 pm

5th May 2026

DRAFT