

MINSTER PARISH COUNCIL



The Parish Office
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Clerk to the Council: Ms. Kyla Lamb - MAAT

31st August 2023

MINSTER PARISH COUNCIL

5th SEPTEMBER 2023

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, Minster on Tuesday 5th September 2023 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 meeting held on 4th July 2023 (**Appendix A**).

3. **MEMBERS' INTERESTS**

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

4. **POLICING & 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. **80th ANNIVERSARY OF BARON JEAN DE SELYS LONGCHAMP**

Members are asked to ratify the request to help to fund the ceremony held on Wednesday 16th August 2023 up to £1000.

10. **QUEENS GREEN CANOPY REPLACEMENT OAK TREE AND GUARD**

The Royal British Legion have offered to pay for a replacement oak tree and Cllr Jones has offered to pay for a steel tree guard. This item was deferred for further consideration nearer to a suitable time for tree planting. Members views are sought.

11. **COMMONWEALTH WAR GRAVES COMMISSION SIGN**

Following the Ceremony in memory of Jean de Selys Longchamp it was noted that although we have a number of war graves in Minster Cemetery there is no sign on the gate informing visitors of this. Members are asked to consider requesting that the CWGC install a sign on the gate at no charge to the Parish Council. Members views are sought.

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

To receive minutes of the meeting held on 31st July 2023 and 21st August 2023 and the recommendations contained therein. **(Appendix B)**

13. **COMMUNITY WARDEN SERVICE PUBLIC CONSULTATION**

As set out in the KCC 2023/24 budget, The community warden scheme has been asked to reduce its annual budget by £1 million by 2024/25. Members views are sought on the proposals www.kent.gov.uk/communitywardenreview. The consultation ends on 3rd October 2023.

14. KALC ANNUAL GENERAL MEETING SATURDAY 18TH NOVEMBER 2023 – REQUEST TO SUBMIT MOTIONS

The KALC Annual General Meeting will take place on Saturday 18th November 2023 at Ditton Community Centre.

Members are asked to consider if Minster Parish Council wish to submit a motion/s to the AGM. Submissions are via Survey Monkey no later than Friday 22nd September 2023.

15. COMMITTEE REPRESENTATIVE REPORTS

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

TALC Cllrs. Crow-Brown & Quittenden

Minster School Cllr. Fleming

16. REPORT OF THE RFO

(a) Bank balance statement

(b) Statement of Receipts and Payments for July and August 2023 (**Appendix C**)

17. 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

31st August 2023