

MINSTER PARISH COUNCIL



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

Tel: 01843 821339
Email: clerk@minsterparishcouncil.org.uk

Clerk to the Council: Ms. Kyla Lamb - MAAT

29th June 2023

MINSTER PARISH COUNCIL

4th JULY 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 4th July 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 6th June 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. **SECTION 106 AGREEMENT-HIGHWAYS CONTRIBUTION - HERONSBROOK DEVELOPMENT**

The Clerk will update members with any information.

10. **DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET OL/TH/18/1488**

The Chairman will update members on any further information received regarding the above application since the last meeting.

11. **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.

12. **COMMUNITY EMERGENCY PLAN**

Members are asked to consider whether they wish to review and update the Community Emergency Plan and appoint a new person to manage it. The plan was prepared and volunteers set up by former Councillor Penny Gimes. Members views are sought.

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

To receive minutes of the meeting held on 27th June 2023 and the recommendations contained therein. **(Appendix B)**

14. **REVIEW OF INTERNAL AUDIT REPORT FOR 2022/2023 AND CONSIDER ANY RECOMMENDATIONS**

Members are asked to consider the Attached Audit Report prepared by our internal auditor David Buckett for the 2022/23 Audit. Members are asked to consider any recommendations within the report. **(circulated by email)**

15. PLANNING APPLICATIONS

To receive an update on planning comments made to Thanet District Council and decisions made by Thanet District Council since the last meeting.

16. COMMITTEE REPRESENTATIVE REPORTS

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

TALC Cllrs. Crow-Brown & Quittenden

Minster School Cllr. Fleming

17. REPORT OF THE RFO

(a) Bank balance statement

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

(c) To receive the Budget/Income expense report to 30th June 2023 **(circulated by email before the meeting)**

18. 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 June 2023