

STAPLE PARISH COUNCIL

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AGENDA

To all members of Staple Parish Council, you are hereby summoned to attend a meeting of the Parish Council which will take place on **Wednesday 13th September 2023 at 7.30pm** in Staple Village Hall to transact the following business;

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTERESTS
3. MINUTES OF PREVIOUS MEETING (paper copy available to view) –
 - 3.1. To approve any amendments and sign minutes of the meeting held on Wednesday 12th July 2023.
 - 3.2. To report and discuss any completed actions/matters arising therefrom not covered elsewhere on the agenda.
 - 3.2.1. @yahoo email address
 - 3.2.2. Email Signatures
4. PUBLIC SESSION (Max. 15 minutes) Opportunity for members of public to make representations, answer questions and give evidence in respect of the business on the agenda. A member of the public shall not speak for more than 4 minutes and should direct comments to the chairman. Only one person is permitted to speak at a time. If more than one person wishes to speak, the chairman of the meeting shall direct the order of speaking. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
 - 4.1. Update from owner of Layham Garden Centre re. café etc.
5. FINANCE
 - 5.1. 5.1. Financial Statement for June, July, August 2023 (Appendix a) to include income, expenditure and bank reconciliation as at 31st August 2023 IF records can be obtained from bank.
 - 5.2. Update on banking – Starling and Monzo not an option – Unity?
 - 5.3. Bills to be approved (to include those received after the agenda was printed)
 - 5.3.1. Clerk's expenses and Salary
 - 5.3.2. NALC Membership
 - 5.4. Bills to be ratified
 - 5.4.1. Mobile phone for clerk
 - 5.4.2. Padlock paid for by Cllr D Kirk
 - 5.4.3. Insurance – paid due to emergency nature
6. REPORTS (to be provided in advance in writing where possible please)
 - 6.1. District Councillor
 - 6.2. County Councillor
 - 6.3. Village Hall and Recreation Grounds
 - 6.4. Highways (SID, Speedwatch, HIP)
 - 6.5. Footpaths
 - 6.6. Planning (Appendix b)
 - 6.7. Visit to Biomass Plant
7. ITEMS FOR DISCUSSION
 - 7.1. Staple Parish Council vacancy
 - 7.2. Employment Committee
 - 7.2.1. HBH contract and PAYE etc.

7.3. Village Hall Grant

7.4. Traveller sites in the village

7.5. Damage to hedges and verges on Mill Road and Mill Lane from large lorries

8. QUESTIONS, ITEMS OF INFORMATION AND ANY OTHER BUSINESS To include items raised and noted at the meeting.
9. CONFIDENTIAL ITEMS TO BE DISCUSSED All members of the public will be excluded at this point under Section 1 of the 1960 LGA Act
10. DATE OF NEXT MEETING – Wednesday 11th October 2023, Staple Village Hall

APPENDIX A – FINANCIAL STATEMENT APPENDIX B - PLANNING

1. For discussion

REF. #	ADDRESS	PLANNING FOR	COMMENTS	DATE FOR SUBMISSION	STATUS
23/00923	Hambleton Lodge Lower Road Staple CT3 1LH	Erection of two storey side extension (existing side extension demolished)		Extension requested to 14/9/23	AWAITING DECISION
23/00952	Holly Cottage Barnsole Road Staple CT3 1LD	Erection of detached carport with workshop above		Extension requested to 14/9/23	AWAITING DECISION
23/01062	Rosedale Kennels Rusham Road Shatterling CT3 1JL	Creation of road entrance and car park			AWAITING DECISION

2. Applications received after agenda was printed

REF. #	ADDRESS	PLANNING FOR	COMMENTS	DATE FOR SUBMISSION	STATUS
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3. Decisions received from Dover District Council

REF. #	ADDRESS	PLANNING FOR	COMMENTS	STATUS
23/00694	Layham Garden Centre, Lower Road Staple CT3 1LH	Erection of a dwelling with parking	Supported by SPC Comments submitted 13/7/2023	APPLICATION WITHDRAWN
23/0088 4	Black Pig Barnsole Road Staple CT3 1LE	Erection of illuminated sign. Handpainted signage to elevations.	Supported by SPC Comments submitted 13/7/2023	GRANT LISTED BUILDING CONSENT
23/0088 3	Black Pig Barnsole Road Staple CT3 1LE	Display of illuminated and non-illuminated fascia and pylon signs SIGN A - ONE X NEW PICTORIAL TO EXISTING GIBBET AND LINOLITES SIGN B - TWO X NEW AMENITY SIGN FIXED BACK TO BACK ON POST SIGN C - ONE X NEW SIGN WRITTEN HOUSENAME AND LOGO SIGN D - ONE X NEW SIGNWRITTEN HOUSENAME AND LOGO SIGN E - ONE X NEW AMENITY SIGN SIGN F - FOUR X EXISTING LANTERNS TO BE CLEANED AND RELAMPED	Supported by SPC Comments submitted 13/7/2023	GRANT CONSENT