SUMMONS

To All Members of the Parish Council, in accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend. Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

Staple Parish Council
Staple Village Hall
Wednesday 8th April 2026
7.00pm

AGENDA

1.	**Apologies** To receive apologies for absence.
2.	**Minutes** To approve the minutes of the previous meeting.
3.	**Matters Arising** To discuss any matters arising from the minutes.
4.	**Declarations of Interest** To receive Declarations of Interest on items on the agenda and amendments to the Register of Interests.

Meeting adjourned for Public Session. (Max 15 mins)

Opportunity for members of public to make representations, ask 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.

5.	**Finance**
	• To consider cash balances and bank reconciliation
	• To approve payments as presented at this meeting:
	  ○ To consider approval of KALC Membership Subscription £364.00
	  ○ To consider approval of DDC Printing Invoice
	  ○ To consider approval of invoice for subscription to Parish Council Accounts £119.88

	○ To consider approval of Clerks Salary and expenses ○ Payment to be noted Unity Bank Trust Service Charge debited on 31st March 2026 • To receive an update on Unity Trust account opening transfer of funds.
6.	**To receive the Clerk's report and correspondence** • Update on Internal Audit 2025/26. • Clerk's Report – Grove Road (Hedge and Highway Concerns) To note correspondence received regarding Grove Road, including concerns relating to mud on the highway, verge damage and potential hedgerow removal, and to note that the Clerk has written to the landowner seeking clarification.
7.	**Royal British Legion – Lamppost Poppies** • To consider a request from the Royal British Legion (Staple Branch) to install lamppost poppies within Staple village for the Royal British Legion Poppy Appeal in November and in future years, subject to any permissions required from Kent County Council Highways.
8.	**Any other Business** •
9.	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 13th May 2026 at 7.30p.m.

The Annual Parish Meeting will follow at 7.30pm.