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 10th September 2025
7.30pm

AGENDA

65/25	**Apologies:**
66/25	**Minutes** To agree the minutes of the previous meeting.
67/25	**Matters Arising** To discuss any matters arising from the minutes.
68/25	**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.

69/25	**Finance** • To approve payments as presented at this meeting • To consider cash balances and bank reconciliation. • Update on Barclays.

70/25	**To receive the Clerk's report and correspondence**
	• Internal Audit Report Action Plan – progress
	• Appoint Councillor to inspect the Assets.
	• Draft Policies
	  ○ New Standing Orders (minor amends)
	  ○ New Financial Regs (minor amends)

	○ Internal Control Statement ○ Code of Conduct ○ Strategic Risk Assessment ○ FIA publication policy ○ Privacy Policy ○ IT Policy ○ Accessibility Policy for website. • Resignation of Clerk
71/25	**Reports** District Councillor County Councillor Village Hall and Recreation Grounds Highways (SID, Speedwatch, footpaths) Planning • Environmental Health and Planning Enforcement at Mill Road • Planning applications. Kent Police
72/25	**Maintenance** • Bus stop, Shatterling • Signs repaint. • Overgrown hedges.
73/25	**Any other Business** •
44/25	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 8th October 2025 at 7.30p.m.