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 11th February 2026
7.30pm

AGENDA

1.	**Apologies** To receive apologies for absence.
2.	**Minutes** To agree 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 approve payments as presented at this meeting:
	  ○ To consider a request from Staple Friendly Wildlife for a contribution of £100 towards the purchase of plants for the new garden at the Recreation Ground.
	  ○ To consider a discretionary donation towards the printing costs of The Escallop community magazine.

	○ To receive an update on the replacement shed at St James' Churchyard. ○ To consider approval of the planning application fee of £298 payable to Dover District Council. ○ To consider approval of ○ To consider approval of payment for website hosting and domain renewal (one.com) and reimbursement to Cllr Kirk. • To consider cash balances and bank reconciliation • Update on Unity Trust account opening – Account Open waiting for account details sent via post
6.	**To receive the Clerk's report and correspondence** • Update on Internal Audit 2025/26 – To note the Internal Auditor's email regarding audit requirements, timescales, and the anticipated AGAR approval deadline. • Update on VAT reclaim procedure. • To note a nomination has been submitted for a KALC Community Award. • The Clerk reported on the Government consultation regarding Local Government Reorganisation in Kent and Medway, including the deadline for responses.
7.	**Vacancy on the Parish Council** • To note the resignation of Councillor Ewart. • To note publication of the Notice of Vacancy.
8.	• **Annual Parish Meeting – Guest Speaker** To consider potential guest speakers for the Annual Parish Meeting in April.
9.	**Reports** • District Councillor • County Councillor • Village Hall and Recreation Grounds • Highways (SID, Speedwatch, footpaths) ○ To receive updates on highway matters including potholes, flooding at Chapel Lane and standing water on the A257 at Shatterling. • Planning 1. Environmental Health and Planning Enforcement at Mill Road 2. Planning applications: 2.1. Application reference. 26/00026 - Erection of rear extension at The Old Nursery, School Lane, Staple

	2.2. Application reference. 26/00052 - Erection of single storey rear extension at Durlock Bridge Farm, Durlock Road, Staple • Kent Police
10.	**Maintenance** • Signs repaint work update • Overgrown hedges
11.	**Any other Business** •
12.	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 11th March 2026 at 7.30p.m.