

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 10th January 2024 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 13th December 2023.
 - 3.2. To report and discuss any completed actions/matters arising therefrom not covered elsewhere on the agenda.
4. REPORT – Members of the A257 Group
5. 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.
6. FINANCE
 - 6.1. 5.1. Financial Statements for December 2023 to include income, expenditure and bank reconciliation as at 31st December 2023.
 - 6.2. Bills to be approved (to include those received after the agenda was printed)
 - 6.2.1. Clerk's expenses (£87) & Salary (£292.50)
 - 6.3. Bills to be ratified
 - 6.4. To resolve the 2024 Budget and Precept Demand
7. CORRESPONDENCE RECEIVED To review correspondence received since the previous meeting which has not been included in the agenda
 - 7.1. 8/12/23 – Email correspondence from a parishioner regarding the burning of plastic waste on local farm land
 - 7.2. 19/12/23 – Road Closure Notice – Lower Road, 31/1-2/2/24
 - 7.3. 21/12/23 – Response from Cllr Chandler regarding closure of Mill Road – flooding, Drainage Team are aware
 - 7.4. 28/12/23 – DDC – Precept Demand Form
 - 7.5. 31/12/23 – Email correspondence from a parishioner regarding speeding in the village
8. REPORTS (to be provided in advance in writing where possible please)
 - 8.1. District Councillor – Report received 31/12/23
 - 8.2. County Councillor
 - 8.3. Village Hall and Recreation Grounds
 - 8.4. Highways (SID, Speedwatch, HIP)
 - 8.5. Footpaths
 - 8.6. Planning (Appendix a)
9. ITEMS FOR DISCUSSION
 - 9.1. To resolve a date for the SPC Annual Parish Meeting

10. QUESTIONS, ITEMS OF INFORMATION AND ANY OTHER BUSINESS To include items raised and noted at the meeting.

11. DATE OF NEXT MEETING - 14th February 2024

- The deadline for Agenda items to be included is the end of the day on the 6th of February 2024.

APPENDIX A – FINANCIAL STATEMENT APPENDIX B - PLANNING

1. For discussion

REF. #	ADDRESS	PLANNING FOR	COMMENT S	DATE FOR SUBMISSIO N	STATUS
23/01395	Staple House, The Street, Staple, CT3 1LN	Erection of single storey side extensions, rear dormer window, existing rear window replaced with French doors (existing side extensions to be demolished)		24/1/24	AWAITING DECISION
23/01394	Staple House, The Street, Staple, CT3 1LN	Erection of single storey side extensions, rear dormer window, existing rear window replaced with French doors (existing side extensions to be demolished)		24/1/24	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
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