

STAPLE PARISH COUNCIL

Clerk: Vacant
Website: stapleparishcouncil.co.uk

AGENDA

To all members of Staple Parish Council, you are hereby summoned to attend the **Ordinary Meeting** of the Council, which will take place on **Wednesday 10th July 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 12th May 2024.
 - 3.2. To report and discuss any completed actions/matters arising therefrom not covered elsewhere on the agenda.
4. PUBLIC SESSION (Max. 15 minutes) 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
 - 5.1. Financial Statements for June 2024 to include income, expenditure and bank reconciliation as at 30th June 2024. To be completed after this month's meeting
 - 5.2. Bills to be approved (to include those received after the agenda was printed)
 - 5.2.1. Mr Kilbee – Audit - £
Bills to be noted
 - 5.2.2. Clerk's remaining salary if any???
6. CORRESPONDENCE RECEIVED For Information Only
7. REPORTS (to be provided in advance in writing where possible please)
 - 7.1. District Councillor – Report emailed
 - 7.2. County Councillor – nothing received at the time of emailing agenda
 - 7.3. Village Hall and Recreation Grounds
 - 7.4. Highways (SID, Speedwatch, footpaths)
 - 7.5. Planning (Appendix a)
 - 7.6. Kent Police – June Report emailed
8. TO DISCUSS the Councillor Vacancy
Advert placed in The Escallop this month
9. TO DISCUSS the finger post on Buckland Lane
10. TO RECEIVE AND NOTE the Annual Internal Audit Report for both 2023-4 and 2022/23
- 11. Have Items 12 through to 15 been completed and where necessary sent as required**
12. TO CONSIDER AND APPROVE the Annual Governance Statement for the 2023/24 AGAR (to then be signed by the Chairman)
13. TO CONSIDER AND APPROVE the Accounting Statements for the 2023/24 AGAR (to then be signed by the Chairman)
14. TO CONSIDER AND APPROVE the Annual Governance Statement for the 2022/23 AGAR (to then be signed by the Chairman)

15. TO CONSIDER AND APPROVE the Accounting Statements for the 2022/23 AGAR (to then be signed by the Chairman)
16. TO DISCUSS AND RESOLVE to seek and appoint a Locum Clerk until 30/9/2024 to allow time for recruitment of a new clerk—from last month
17. DATE OF NEXT MEETING - 11th September 2024 – NO meeting in August
 - The deadline for Agenda items to be included is the end of the day on the 2nd of September 2024.

PLANNING APPENDIX a

[Erection of a single storey side extension \(existing side extension and conservatory to be demolished\)](#)

Lombardy Cottage The Street Staple CT3 1LL

Ref. No: 24/00164 | Received: Thu 14 Mar 2024 | Validated: Wed 20 Mar 2024 | Status: Decided

Approved

24/00039

Variation of Condition 2 (approved plans) to allow amendments to remove roof dormer windows and timber cladding, alterations from timber windows/doors to aluminium of planning permission 23/00041 (S73) pursuant of 21/01714 "Erection of a detached dwelling and associated parking (existing buildings to be demolished)"

The Rookery Durlock Road Staple CT3 1JU

Awaiting Decision

24/00284

Erection of detached garage

The Old Rectory The Street Staple Kent CT3 1LN

Granted

[Prior approval for the change of use of agricultural building into 2 dwellings](#)

Existing Barn Land South Of Nash Road Shatterling CT3 1JR

Ref. No: 24/00338 | Received: Mon 29 Apr 2024 | Validated: Tue 30 Apr 2024 | Status: Decided

Refused

[Variation of condition 13 \(landscaping\) and 16 \(gates walls fences\) of planning 22/01498 \(Variation of Condition 6 \(internal roads\) of planning permission DOV/21/01632 to vary plans as approved under DOV19/01362 \(Erection of 11no. detached dwellings, 6no. affordable houses, garages, cycle/bin stores, vehicular access, and associated parking \(existing buildings to be demolished\).\(application under Section 73\)\) to allow the erection of a 2m high fence on the western boundary and alterations to the landscaping.](#)

Summerfield Nurseries Barnsole Road Staple CT3 1LD

Ref. No: 24/00531 | Received: Thu 16 May 2024 | Validated: Fri 17 May 2024 | Status: Awaiting decision
