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

Minutes

1.	**Apologies:** KCC Cllr Evans **Present:** Cllr Bartlett (Chair), Cllr Martin (Vice-Chair), Cllr Loukes, Cllr Kirk, Cllr Rogers-Hudson, Cllr Davis-Marks, Cllr Cornwell and DDC Cllr Martin plus 1 member of the public and Lucy Denny the Parish Clerk.
2.	**Minutes** The minutes of the previous meeting were agreed as accurate. Proposed: Cllr Davis Seconded: Cllr Kirk Agreed by all Cllrs present and signed by the Chair.
3.	**Matters Arising** There were no matters arising from the minutes.
4.	**Declarations of Interest** There were no Declarations of Interest on items on the agenda.

Meeting adjourned for Public Session. (Max 15 mins. Notes for Information Only)

No comments from the public

Initialled: _____ Date_____

5.	**Finance** • To approve payments as presented at this meeting: o Members considered approval of Cllr Georgina Martin expenses £37.50 for refreshment provided for the Annual Parish Meeting. o Members considered approval of £100 invoice to Ripleys Garden Centre for providing food for the Annual Parish Meeting. o Members considered approval of KALC Membership Subscription £364.00 o Members considered approval of invoice for subscription to Parish Council Accounts £119.88 o Members considered approval of Clerks Salary and expenses Total £422.44 o **RESOLVED:** To approve all payments. Proposed: Cllr Loukes Seconded: Cllr Kirk o Members noted Unity Bank Trust Service Charge £5.75 debited on 31st March 2026 • Members noted the March bank reconciliation. • An update was provided on the Unity Trust account, confirming the opening of the account, the transfer of funds, and the planned closure of the Barclays account. It was also noted that the precept is expected mid-April, with payment slightly delayed due to the bank holidays.
6.	**Clerk's report and correspondence** • An update was provided on the 2025/26 internal audit, with preparation underway and relevant items to be brought to the May meeting for approval ahead of submission by the end of the month. • Grove Road (Hedge and Highway Concerns) - The Clerk also reported on correspondence relating to Grove Road, including concerns raised by a resident regarding mud on the highway, verge damage, and the potential removal of a hedgerow. It was noted that the Clerk has written to the landowner seeking clarification. At present, the mud is not considered hazardous due to the dry conditions, and it was agreed to continue monitoring the situation with no further action at this stage. **Reports**

Initialled: _____ Date_____

	• District Councillors – A written report received with thanks and circulated. • County Councillor – A written report received with thanks and circulated. **Planning Applications** The following planning applications were considered: **New Applications** • **26/00296** – Erection of detached garage (retrospective), Crofters Lodge, Durlock Road - **Awaiting decision** • **26/00298** – Creation of new vehicular access, gate/fence, and hardstanding, Land west of Layham Garden Centre - **Awaiting decision** **RESOLVED:** No objections raised to the applications. **Decisions Noted** Members noted the following decisions: • **26/00064** – Outbuilding at St James Church - Approved • **26/00114** – Two storey extension at The Poplars - Approved • **26/00105** – Change of use at Church Farm - Awaiting decision • **26/00052** – Rear extension at Durlock Bridge Farm - Approved • **25/01107** – Barn conversion at Barnsole Vineyard - Awaiting decision **Ongoing Applications, Enforcement & Appeals** Members noted: • Enforcement investigations at Little Shatterling Farm and Crofters Lodge • An ongoing appeal relating to land south east of Mill Cottage, Mill Road
7.	**Royal British Legion – Lamppost Poppies** Members considered a request from the Royal British Legion Staple Branch to install lamp post poppies within the parish. It was noted that approval from Kent County Council Highways would also be required.

Initialled: _____ Date_____

	The Clerk will notify the Royal British Legion and advise on the next steps. **RESOLVED:** That the request be supported. Proposed: Cllr Kirk Seconded: Cllr Martin – Unanimous
8.	**Any other Business** • Concern was raised regarding young children riding quad bikes along Crixhall Lane footpath, with members noting the associated safety risks. It was agreed that a councillor would first speak informally to the parents to make them aware of the concerns. Should the issue continue, the matter may be escalated.
9.	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday 13th May 2026 at 7:30pm.

Meeting closed at 7:18pm

Signed as a true record: _____

Date: _____

Position: _____

Initialled: _____ Date_____