Staple Parish Council
Staple Village Hall
Wednesday 8th October 2025
7.30pm

Minutes

75/25	**No Apologies**: All councillors present: Councillors Bartlett, Martin, Ewart, Kirk, Davis-Marks, Loukes and Rogers-Hudson Cllr Martin Porter – Dover District Councillor.
76/25	**Minutes** The Chairman welcomed and thanked all the councillors for attending and the minutes of the previous meeting were agreed as accurate and signed by Cllr Ewart and seconded by Cllr Loukes.There being no Clerk due to her resignation, Cllr Rogers-Hudson recorded the minutes of the meeting. It was noted that the minutes of the previous Parish Council meeting were not forwarded to the "Escallop" and this has now been addressed.
77/25	**Matters Arising** None.
78/25	**Declarations of Interest** There were no Declarations of Interest on items on the agenda and no amendments to the Register of Interests

Meeting adjourned for Public Session. (Max 15 mins)

There were no members of the public in attendance for this meeting.

79/25	**Finance** Payments: Cllr Loukes informed the committee that the local pathway clearances by Harmer and Son were good and to a satisfactory standard. The Chairman proposed that Harmers be paid for their services for pathway clearance. An invoice has been received. A cheque will be raised by the Chairman and after signature be sent to Harmers. Seconded by Cllr Martin and Cllr Kirk. • The chairman informed the committee that he had been in contact with Barclays regarding this matter concerning signatories and is fraught with frustration with the progress and uncooperative support from the staff at Barclays bank.

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	Cllr Loukes informed the committee that he was expecting an update from the previous clerk regarding the Barclays website but has not received anything, and regarding the commercial website had uncertainties as being fit for purpose without some updates. Cllr Davis-Marks commented that this was wholly unacceptable and the previous clerk who should have ensured a complete and through handover prior to her departure and requested that she be contacted by the chairman to provide a comprehensive handover including a financial report from July 2026. Cllr Bartlett (Chairman) informed the council regarding the ongoing saga with Barclays and that the last correspondence with them was the 30th September. Regarding the signatories for the parish council account, Barclays have admitted that they have misplaced the documents and have re-issued the required forms to be re-signed and returned to Barclays. Cllr Davis-Marks suggested that the parish council seek an alternative bank and go elsewhere. Cllr Ewart proposed re-signing the Barclays forms to re-establish the original account to gain access to the funds, but the general consensus of the council was to seek an alternative bank. Cllr Davis Marks and Cllr Martin proposed Unity Bank.

80/25	**To receive the Clerk's report and correspondence**
	• Draft Policies
	  ○ New Standing Orders – Minor Amends
	  ○ New Financial Regs – Minor Amends
	  ○ Internal Control Statement
	  ○ Code of Conduct
	  ○ Strategic Risk Assessment
	These policies have now been signed by the chairman Cllr Bartlett and passed to Cllr Kirk to be uploaded to the website.
	• Cllr Loukes informed the council that the ICO form has been downloaded but not paid for as the account has been frozen by Barclays. (Post meeting Note ~ the signed cheque has been located and will be forwarded to the ICO).
	• Clerk Vacancy. There has been no response or interest from the latest advertisement for a parish clerk. Cllr Bartlett has approached the parish clerk of Fordwich who has 2 interviews tocarry out and will keep us informed as to whether anyone is interested in the post at Staple. Cllr Loukes is following up on a

	suggestion that the retiring Sandwich Town Clerk may be interested in the position at Staple. (Post meeting Note ~the retiring clerk does not want a permanent post, only temporary locum work and therefore would not be suitable)
81/25	**Reports** • District Councillor – Cllr Porter briefed the parish council regarding a recent meeting at DDC where 50 members attendedwith the same complaints being met by no action taken by the enforcement team nor any reports. Disappointing regarding the traveller site with the enforcement order going round in circles. • County Councillor – no report from the county councillor. Cllr Davis-Marks described this as unsatisfactory behaviour and remarked that if the County Councillor was unable to attend a scheduled meeting, then he should write a report to the chairman. Cllr Bartlett proposed he will write to the County Councillor. • Village Hall and Recreation Grounds – Cllr Kirk informed the council that he had received a quotation for the proposed work to the Tranquillity Garden • Highways (SID, Speedwatch, footpaths) – Speedwatch Several planned speed watch sessions within the village had to be cancelled due to poor weather conditions. However, 1 session was performed with 8 vehicles logged for excessing the speed limit with a letter being forwarded bythe police toa second time offender. The SID has been set up on Durlock road. • Footpaths – Are in a good condition, the footpaths along the Hulme estate and orchards should be reinstated after agricultural activities. Cllr Loukes will keep an eye on the situation. • Planning <u>Environmental Health and Planning Enforcement at Mill Road</u> Cllr Davis-Marks informed the council that it could take several years before the DDC enforcement could take effect on the bonfires and smoke from the traveller site, and that he has been informed by the enforcement team that they have not received any complaints recently from residents. (Please see email from the Environmental Improvement Officer for inclusion within the Escallop)

	• <u>Planning applications.</u> • There are 3 current applications 1 appeal and no new applications. However, it has been noticed that a large wooden car port has been built on a property in Durlock road, and the parish council is unaware of any planning application. Has one been applied for? • Kent Police – No report.
82/25	**Maintenance** • Bus stop, Shatterling– Cllr Kirk informed the council that he had received a quotation for the work to be carried out at £1256 which was deemed to be acceptable. Proposed by Cllr Kirk and seconded by Cllr Ewart. • Signs re-paint.-Cllr Kirk has also received a quotation for the works to be carried out at £180 per day. Questions were raised as to how long and how many signs would need re-painting. Cllr Bartlett proposed to inspect the road signs and see how many need re-painting and suggested work commence next spring, • Overgrown hedges. Cllr Loukes reported that he had received a good response from the residents of Lower road and their hedges had been cut back but concerns were raised regarding the hedges on both side of Staple road and the land owners (Hulmes) will be approached and requested to cut back their hedges for the sake of road safety.
83/25	**Any other Business** • Cllr Martin has been nominated to lay the wreath on behalf of the parish council on Remembrance Sunday, and a donation of £75 be forwarded to the Royal British Legion (Staple Branch) from the parish council. Proposed by Cllr Bartlett and seconded by Cllr Davis-Marks
84/25	**Date of next SPC meeting** The next SPC meeting is scheduled for Wednesday12th November 2025at 7.30p.m.

<u>Nigel Rogers-Hudson</u>

<u>10/09/25</u>

DRAFT

Signed as a true record: _____

Date: _____

Position: _____

DRAFT