



PARISH COUNCIL MEETING

**31ST MARCH
2025**

MINUTES

PUBLIC FORUM

A resident raised public safety concerns regarding KCC management of footpath KM293A and asked for the Parish Council to formally complain. Footpaths are a KCC responsibility, Parish Councillors agreed to visit the site and report back.

A resident stated that if the Theatre in the Park event is agreed The Scouts will kindly offer the use of their toilet facilities.

Also, the Scouts are doing a Pop-up Museum for VE Day 80th Anniversary, all items welcome.

Maidstone Borough Councillor's Report (Standing Item):

Cllr Perry raised a number of issues;

1. Devolution / Unitary Authority debate – the debate is moving towards either:
 - a) "Weald" (Tunbridge Wells, Tonbridge and Mailing, Sevenoaks and Maidstone - geographical) or
 - b) "Central" (Ashford, Swale and Maidstone – due to many shared services)

Both have complex issues – financial, contractual and housing are just some.

Note the Police Commissionaire role will cease and be absorbed into the "Mayor of Kent"

2. Note the DPD nationally has changed to an SPD – this is the reason for withdrawal and now consultation on the SPD.
3. MBC set up "Non-smoking zones" to try and support giving up smoking
4. Mayoral visits included Gurkha passing out parade and "Repair Shops" set up by volunteers. Maybe something Staplehurst could try?

Cllr Ash asked if the Adult Social Care costs, which are causing KCC such financial issue, surely they will cause the new unitary authorities to financial issues as well? The MBC services are currently ring fenced for MBC services but their budgets will be swallowed up by the priority for Adult Social Care. Cllr Perry agreed and noted financial issues are a major issue in the whole process.

Cllr Riordan raised a number of points

- Devolution – reiterated the points Cllr Perry raised and noted that out of £100 of KCC Council Tax £60 goes on Adult Social Care and £2 on roads

Signed by Chairman.....Date.....

- KALC are being invited to MBC devolution sub group to cascade information to all Parishes, also setting up Youth Advisory Board to gather young people's points of view.
- Police update – 17 out of 18 officers in Maidstone area, Motorised bikes ceased in Staplehurst but catapults still a major problem.
- Concern about recent letter from Parish Council so wrote as an MBC Cllr to residents – will forward to Parish Council
- Village surgeries – are very useful need to promote more

Present: Cllrs Riordan, Hotson, Sharp, Ash, Mclaughlin, Alesi, Arger, Farragher, Martin, Pett, Rhodes, Castro, Perry and Melville plus the Clerk.

1. **APOLOGIES:** NA

Absent – Cllr Wakeford

2. **COUNCILLOR DECLARATIONS regarding items on the Agenda:**

- 2.1. Declarations of Lobbying – NA
- 2.2. Changes to the Register of Interests – NA
- 2.3. Interests in Items on the Agenda – Cllrs Sharp, Hotson, Mclaughlin, regarding item 7
- 2.4. Requests for Dispensation – Cllr Riordan proposed and Cllr Castro seconded that Cllrs Sharp, Hotson and Mclaughlin should be able to speak but not vote. Agreed majority 13 for, 0 against and 1 abstained.

3. **APPROVAL OF FULL COUNCIL MINUTES: (5 minutes)**

Pages 2329 – 2334 10th March 2025 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](http://Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge (staplehurst-pc.uk))

Cllr Alesi proposed and Cllr Ash seconded to approve the minutes of the 10th March 2025 – Agreed majority; 12 For, 0 against and 2 abstained. Duly signed by the Chairman.

4. **FINANCE REPORTS & PROPOSALS**

4.1 **Payment list**

| <u>Approved Payments 23rd January - 25th March 2025</u> | <u>Amount</u> |
|--|----------------------|
| Josh Melville - Pipe Clearance & Gate Repairs & Padlock | 64.05 |
| Josh Melville - Pavilion Repairs | 30.00 |
| Josh Melville - Install AED at Phone Box | 20.00 |
| Staplehurst School - Meeting Hall Hire Oct-Dec | 420.00 |
| P&F Cleaning Services - Bell Lane Toilets Clean/Open/Sun Jan | 1010.00 |
| SLCC - FILCA Qualification Fee RG | 144.00 |
| Commercial Services Trading Ltd - SF Mowing Jly-Sept | 767.96 |
| Amazon UK Ltd - Parish Office Stationery | 9.99 |
| Amazon UK Ltd - Parish Office Stationery | 6.56 |
| Amazon UK Ltd - Parish Office Stationery | 3.59 |
| Amazon UK Ltd - JF Pavilion Cleaning Materials | 22.00 |
| National Allotment Society - Annual Subscription | 84.00 |

Signed by Chairman.....Date.....

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| Kingsford Solicitors - Football Foundation 3G Grant Review | 500.00 |
| Miss C Lucas - JF Pavilion Cleaning January | 40.00 |
| Miss C Lucas - Youth Club Cleaning January | 80.00 |
| Joshua Melville - Painting Materials Parish Office | 257.00 |
| Joshua Melville - Parish Office Decoration | 900.00 |
| Dean Fuller - Jubilee Field Pitch Repairs | 120.00 |
| Paxman Printing Services - Village Update Spring | 843.00 |
| Staplehurst Roofing - Roof Repairs Bell Lane Toilets | 580.00 |
| Payroll & Pension Costs - February | 7377.83 |
| HMRC - Tax & NI February | 2037.76 |
| Choice Support - Planter Maintenance January | 519.00 |
| Hugo Fox Ltd - Silver Subscription February | 23.99 |
| Hugo Fox Ltd - Silver Subscription March | 23.99 |
| Staplehurst Community Centre - Parish Office Lease Jan-Mar | 1050.00 |
| Homeleigh Timber - Caretaker Sundries | 27.83 |
| Homeleigh Timber - Sleeper & Accessories GSG | 316.70 |
| Homeleigh Timber - Screws GSG | 36.06 |
| Homeleigh Timber - Top Soil GSG | 58.79 |
| P&F Cleaning Services - Bell Lane Toilets Clean/Open/Sun Feb | 1010.00 |
| Bumbles Plant Centre - Peat & Plants GSG | 122.79 |
| Miss C Lucas - Youth Club Cleaning February | 60.00 |
| Paul Carter Holman Heating - JF Pavilion Water Tanks | 644.40 |
| Staplehurst Mowers Ltd - JF Mower Repairs & Parts | 1266.64 |
| Paul Carter Holman Heating - JF Pavilion Water Tanks | 1287.92 |
| KALC - Year End Audit Training RG | 42.00 |
| Miss C Lucas - Jubilee Pavilion Cleaning February | 20.00 |
| SEHT - Balance of Budgeted Sum re Insurance Contribution | 358.12 |
| Choice Support - Planter Maintenance February | 519.00 |
| Business Stream - Youth Club Waste Water Nov-Jan | 41.22 |
| Sevenoaks DC - Surrenden Field Premises Licence | 70.00 |
| KCC Procurement - Photocopier Rental Apr-June | 105.98 |
| Paul Carter Holman Heating - JF Pavilion Water Tanks | 402.27 |
| Alison Eardley - Delivery of Phase 1 Tasks NDP | 2480.00 |
| Cartell Electrical Ltd - Jubilee Pavilion Immersion Heater | 84.00 |
| Cam-Tech Security - CCTV Download Surrenden Field | 108.00 |
| Amazon UK Ltd - Printer Cartridge DJ | 25.83 |
| Staplehurst School - Meeting Hall Hire Jan-March | 420.00 |
| Cllr Reimbursement re Embroidery Logo Set Up | 20.00 |
| Joshua Melville - YC Disabled Toilet Refurbishment | 542.95 |
| HMRC - Tax & NI February | 2039.47 |
| Wealden Community First Responders - Donation | 150.00 |
| Wetherell Plumbing & Heating Ltd - YC Disabled Toilet | 264.00 |
| P&F Cleaning Services - Bell Lane Toilets Clean/Open/Sun Mar | 1010.00 |
| N Thomas - Plants & Water Containers Reimbursement GSG | 488.87 |
| Lehane Property Maintenance - Bell Lane Toilet Door Repairs | 606.00 |
| Arron Services - Norton Subscription DJ/JT Laptops | 84.00 |
| Payroll & Pension Costs - March | 7271.39 |

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| KCC - Load bearing Test re Christmas Motifs | 510.00 |
| KCC - Street Light Attachment Christmas Motifs | 134.00 |
| Toolden Ltd - Hyundai Wet/Dry Vacuum Jubilee Pavilion | 290.00 |
| Sainsbury's - Coffee Parish Office | 5.00 |
| Adobe Systems - Monthly Subscription Jan-Feb | 19.97 |
| Milk - Parish Office | 2.00 |
| Adobe Systems - Monthly Subscriptions Feb-March | 19.97 |
| Defib Store Ltd - Defibrillator Pads | 120.00 |
| ALCC - Membership Payment DJ | 50.00 |
| Sainsburys - Coffee & Milk Parish Office | 8.00 |
| Adobe Systems - Monthly Subscription Mar-Apr | 19.97 |
| Telecoms World - SEHT Virtual Phone Number December | 14.39 |
| Telecoms World - Youth Club Broadband December | 29.40 |
| Npower - Street Light Energy December | 50.64 |
| Pozitive Energy - Youth Club Electricity December | 56.05 |
| British Gas Lite - Parish Office Electricity Dec-Jan | 290.73 |
| Countrystyle Recycling Ltd - Waste Collection December | 76.85 |
| British Gas Lite - Electricity SF Pavilion Dec-Jan | 35.63 |
| British Gas Lite - Electricity Bell Lane Toilets Nov-Jan | 34.45 |
| British Gas Lite - Electricity JF Pavilion Dec-Jan | 203.79 |
| MBC - Council Tax Bell Lane Toilets February | 100.00 |
| Sage Payroll - February | 12.00 |
| Pozitive Energy - Electricity Youth Club January | 110.54 |
| Business Stream - Water Bell Lane Toilets Dec-Jan | 48.16 |
| Castle Water - Potable Water JF Pavilion January | 30.37 |
| British Gas Lite - Electricity JF Sewage Pump Jan-Feb | 21.16 |
| Telecoms World - SEHT Virtual Phone Number January | 14.39 |
| Telecoms World - Youth Club Broadband January | 29.40 |
| BT - Broadband & Phone Charges Feb-Apr | 244.10 |
| Countrystyle Recycling - Waste Collection January | 96.06 |
| Business Stream - Surrenden Pavilion Waste Water Apr-Mar 26 | 185.12 |
| Business Stream - JF Pavilion Waste Water Nov-Feb | 61.28 |
| British Gas Lite - Electricity Bell Lane Toilets Nov-Feb | 34.51 |
| British Gas Lite - Electricity SF Pavilion Jan-Feb | 35.16 |
| British Gas Lite - Electricity JF Pavilion Jan-Feb | 208.22 |
| British Gas Lite - Electricity Parish Office Jan-Feb | 242.39 |
| Sage Payroll - March | 12.00 |
| Castle Water - Youth Club Water | 1.80 |
| Pozitive Energy - Youth Club Electricity February | 182.16 |
| Business Stream - Surrenden Pavilion Water Nov-Feb | 23.34 |
| Castle Water - Jubilee Field Pavilion Water February | 26.78 |
| Business Stream - Wimpey Field Water Nov-Feb | 78.10 |
| Business Stream - Bell Lane Toilets Water Jan-Feb | 48.16 |
| Net World Sports - Jubilee Field Net Supports RG | 112.94 |
| British Gas Lite - JF Pumping Station Electricity Feb-Mar | 17.67 |
| Telecoms World - SEHT Virtual Phone Number | 14.39 |
| Telecoms World - Youth Club Broadband | 29.40 |

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| KCC - Youth Club Lease Purchase Mar-Jun | 212.50 |
| Lloyds Bank - Charges February | 10.35 |
| Lloyds Bank - Charges March | 8.50 |
| Arron Services Ltd - Hosted Exchange February | 271.32 |
| Arron Services Ltd - Hosted Exchange March | 271.32 |
| TOTAL CURRENT ACCOUNT EXPENDITURE | 43,683.38 |

TOTAL PETTY CASH EXPENDITURE 0.00

Cllr Hotson and Perry both noted the expenditure and the need to be cautious moving forward.

Cllr Hotson proposed and Cllr Arger seconded to approve the payment list above – Agreed unanimously.

4.2 Summation and balance sheet - Noted

4.3 IT Service Contractor

Following a debate, which highlighted that the Communications Group had assessed the three bids, scored the bids and are recommending Heliocentrix – note the monthly fee is less than the existing IT service contractor.

Cllr Ash asked about IT equipment – this will be worked up with Heliocentrix but Cllrs can use their own equipment if they wish.

Cllr Arger proposed and Cllr Alesi seconded to approve the resolution below – Agreed unanimously

Resolution – To approve the recommendation of the Communications Group and appoint Heliocentrix as the Parish IT Service contractor, one off fee of £1,488 includes transition and training and monthly fee of £259.14
Administration budget

5 CLERKS REPORT ON OUTSTANDING MATTERS – attached (5 minutes)

2318/4.5 – Heating ventilation service at JF pavilion, sort other quotes only able get one more quote, £112 plus VAT Cartell Electrics as against £600 plus VAT

Cllr Arger proposed and Cllr Alesi seconded to appoint Cartell Electric's £112 plus VAT, agreed unanimously (Jubilee Field Budget)

Update on Chilmington Waste Water plant – River Beult – requested meeting with Environment Agency (EA) – no response yet – article in Weald of Kent Protection magazine.

Cllr Perry is liaising with MP on the issue

Cllr Ash raised the point that the Upper Medway officers indicated the River Beult is approximately 70% treated sewage

Cllr Pett re-emphasised that farmers are paid a subsidy by the EA not to put fertilizers / phosphates into the river yet EA issue "Discharge Permits" that put fertilizers / phosphates into the river.

VE Day 80th Anniversary - Cllr Sharp noted Council working closely with Scouts, Girl Guides and SEHT, the event includes music, food and lighting the Beacon. Supported by Staplehurst Transit, WI.

Also linking with Church to coincide with national bell ringing at 3pm

Signed by Chairman.....Date.....

2199/5 Girl Guide lease – required professional mapping fee £225 plus VAT. As one plan is for the new annual licence for land next to the Girl Guides lease, seek £112.50 from Girl Guides.

Cllr Riordan proposed and Cllr Alesi seconded to appoint True Plan £225 plus VAT and reclaim £112.50 from Girl Guides agreed unanimously (Professional fees Budget)
Note Bio Blitz – 28th May 2025

Merit Awards / Annual Parish Meeting – banner £80 plus VAT to help promote Annual Parish Meeting, can be used annually.

Cllr Riordan proposed and Cllr Alesi seconded to appoint Simply Print £80 plus VAT agreed unanimously (Chairmans Discretionary budget)

Upper Medway Internal Drainage Board asked for meeting regarding expansion of their role. Cllrs Perry, Ash and Pett volunteered to meet them and report back to Council.

MBC Houses in Multiple Occupation (SPD) consultation – any Cllr wish to formally respond.

Golding Homes – two issues

1. Walk about 3rd April 2025 – Cllrs can forward issues if they wish
2. "Responsible Pet owners event" request to use Surrenden Field 9th July 2025 10am – 2pm Proposed by Cllr Arger seconded by Cllr Riordan to approve Golding Homes use of Surrenden Field for Responsible Pet owners event – 9th July 2025, 10am – 2pm

2108/6.3 – Cranbrook Rd project meeting arranged with new KCC officer 10th April 2025, RSG members invited

2319/6.3 – 3G Pitch additional information on MBC planning portal

233/7.6 – Merit Award Nominations closing date 4th April 2025 – this Friday

2067/pf - Cllr Ash update Council on a site visit with Upper Medway Internal Drainage Board regarding Redrow and the "dog field" will be clear ditches.

Reminder Litter Pick 5th April 2025 – 10am at Youth Club – Cllrs Martin and Hotson registration and others to attend.

Staplehurst Bell Tower Blessing Service - Thursday, 29 May at 6:30 pm.

Cllr Martin raised the issue of the Annual Parish Meeting / Merit Awards – seeking volunteers to set up before opening 7:30pm, APM 8:15 and then Merit Awards at 8:45pm with clearing away at 9:30pm

6 PROPOSALS FOR DISCUSSION and DECISION -

6.1 Staff Appraisal Policy and template

Following a debate, which highlighted that following training aiming to move forward with simpler form and process. Cllr Farragher proposed and Cllr Riordan seconded to approve the resolution below – Agreed unanimously.

Resolution: To approve the recommendation of the Employment, Finance and Strategy group to adopt the appraisal policy and template for staff appraisal – appendix A of this report.

Signed by Chairman.....Date.....

6.2 To update Council on RSG work

Following a debate, which highlighted RSG frustrations that KCC Highways are turning down all requests for work and the need to continue to highlight issues but moving forward focus on items that can be delivered on the Staplehurst HIP.

Will raise at meeting on the Cranbrook Rd project

Council noted the RSG summary report

6.3 Cllr Melville – working group membership

Following a debate, Cllr Riordan proposed and Cllr Ash seconded to approve the resolution below – Agreed majority 13 for, 0 against 1 abstained.

Resolution: To approve Cllr Melville appointment to Scenic, Greener, RSG and Communications Working Groups

6.4 Draft hire agreements SMFC CIC at Jubilee Field 1st August 2025 – 31st July 2026

Following a debate, which highlighted a number of points;

1. SMFC CIC Senior Ground hire agreement 1st August 2025 – 31st July 2025 – appendix A

To review the Council decision on fees requires five Cllrs to request the review, so far four Cllr have contacted the Clerk – if one more Cllr contacts the Clerk then a review of the fees can be considered at the next Council meeting.

(Council Standing Orders 7 Previous Resolutions)

Point 4 – SMFC CIC request for an extra Sunday adult team

Fees based on 3 teams – now want an extra team – should they pay more?

Are they selling tickets or refreshments at the extra teams matches?

Previously complained about state of pitch being over played?

Previously Junior Teams could not play on it – note this is now not the case. The Junior teams have the access to the main pitch as they request.

Council requested JFWG to obtain more information from SMFC CIC about proposed extra adult Sunday team and report back

Point 12 – maintenance

SMFC CIC are requesting to remove their responsibility to maintain the main pitch to a SCEFL league standard.

Clerk explained that when the JFMC Trustees surrendered the lease it was agreed to honour the existing agreements – the Trust was only responsible for maintaining the pitch to a standard acceptable as a public recreation ground. The Council agreed and have carried on this responsibility.

SMFC CIC are responsible for maintaining the main pitch to a SCEFL level– and have been for a number of years engaging / paying grounds staff.

If this change goes ahead it could put SMFC CIC participation at SCEFL level at risk.

Note the Football Foundation Grant – inherited from the JFMC - was agreed at 11th December 2023 (2174/6.2) Council meeting, counter signed by the Club representatives in January 2024 and is backed up with emails with the Football Foundation that clause 24 of the Grant Terms and Conditions only requires football – **not** SCEFL league, step 6 or level 6 football standard.

Cllr Hotson noted that the JFWG Cllrs have consistently emphasised that the Council is only

Signed by Chairman.....Date.....

responsible to maintain the pitch to a standard acceptable as a public recreational ground in meetings with the SMFC CIC.

Cllr Farragher asked is there a "standard recreational level" – Yes there is a Local Authority recreational level which the Council follows for the pitches at the Jubilee Field.

If the Parish Council took on the responsibility to maintain the pitch at SCEFL league standard the extra cost is estimated to be in the region £6,000 - £8,000 per year. This has not been budgeted for in 2025/26.

Cllr Riordan proposed and Cllr Melville seconded that the Council should continue to maintain the main pitch to a standard acceptable as a public recreational ground, not to a SCEFL standard – agreed unanimously.

Point 14 – pitch unforeseen circumstances. It was noted that this was inherited from JFMC agreement and is only to "try and find another pitch" also it has never been requested. Following a debate;

Cllr Riordan proposed and Cllr Melville seconded to remove point 14 from the agreement; agreed majority 9 for, 0 against and 5 abstained.

Point 22 – Public access Cllr Riordan felt this had been ignored ever since it was agreed in November 2020. The gates should be open not closed or locked.

It was noted that previously this may have been the case but Cllrs Rhodes and Melville stated in the last year the gate by the turnstile and the gate down the side of the pitch have been unlocked / unbolted and you just need to turn the handle to enter the area.

The emergency gates remain locked to prevent motorised access which could seriously damage the area.

Cllr Farragher noted that it looks closed off to the general public.

Following a debate it was agreed that JFWG report back with wording for signs that emphasise that the space is free public open space available for the all – unless the pitch is being hired for matches.

Other points raised

The agreement has been generally tidied up SMFC / SMYFC / SMFC CIC plus changed GAA to GAAT as this is the legal name of the Girl Guides.

If the SMFC CIC Clubhouse is developed then the SMFC CIC ground hire agreement would need to be amended.

2. SMFC CIC Youth pitch and pavilion hire agreement – 1st August 2025 – 31st July 2026 – appendix C

The agreement has been generally tidied up SMFC / SMYFC / SMFC CIC plus changed GAA to GAAT as this is the legal name of the Girl Guides.

If the 3G pitch is built the SMFC CIC pitch and pavilion hire agreement would need to be amended.

Clerk noted that the existing agreement has a target of a new agreement in principle by 1st April 2025.

JFWG to report back to Council.

Signed by Chairman.....Date.....

6.5 Theatre in the Park 2025

Following a debate Cllr Arger proposed and Cllr Riordan seconded to approve the resolution below – Agreed unanimously (note the Scouts offer for access to toilets)

Resolution: To approve Parkwood Theatre in Surrenden Field 20th August 2025

6.6 Advert for Cleaner

Following a debate, change “will” to “would” Cllr Riordan proposed and Cllr Arger seconded to approve the resolution below with the above amendment – Agreed unanimously

Resolution: to approve advert for cleaner

6.7 Playscheme 2025

Following a debate, which highlighted the importance of the Playscheme to the Parish, Cllr Hotson proposed and Cllr Riordan seconded to approve the resolution below – Agreed unanimously

Resolution: to approve;

- a) Dates and times as set out in report – Monday 28th July – Friday 15th August 2025
- b) Fees proposed £7 pre booked and £8 on the day
- c) Bio blitz 13th August 2025
- d) Use of Staplehurst Primary School – Infant Hall
- e) Confirmation of Cllr Arger as lead Cllr for the playscheme

6.8 School parking initiative

Following a debate, which Cllr Perry noted this is a long standing issue and highlighted the joined up approach with School Police and MBC.

Cllr Martin noted it would be reviewed and aim to do again in September 2025 and Cllr Hotson asked could the review consider improved access from A229?

Cllr Riordan proposed and Cllr Perry seconded to approve the resolution below – Agreed unanimously

Resolution: to approve the school parking initiative and letter be sent to residents in the area – Gybbon Rise, Thatcher Rd, Surrenden Rd and Fletcher Rd

7 CORRESPONDENCE & PARISH ISSUES for decision or noting:

Staplehurst Community Centre request for CIL funding – letter was noted and request that a detailed report comes back to Council with costs of work, phased approach, amount of other external funding obtained etc.

8 Chairman’s Report

Cllr Riordan raised a number of points

- Will forward a report on the Parish Office regarding historical Health and Safety issues.
- Continues to raise road safety issues with KCC highways
- Cranbrook Rd project – deliverable as s106 funding set aside for the Cranbrook Rd project not KCC funded – Can’t make the meeting but will forward information and looks forward to the report back. This has been going on for four years!
- Pilot Youth Service scheme – a positive meeting with KCC Cllr Parfitt and KCC Cabinet Member for Integrated Children’s Services. As KCC have just restructured and made Youth Service Staff redundant they cannot employ staff to do this type of “Open access Youth Work. Therefore proposed that the Parish Council employ “Part time Youth Worker” with wrap around support from KCC.
- KCC will forward details of support and then report to Council.
- Like to record thanks to Greener Group – a small dedicated group that make such a positive difference to the village. Request that the Clerk writes to the Greener Group thanking them for all their hard work – agreed

Signed by Chairman.....Date.....

- Youth Club toilets upgraded, thanked those involved and Cllr Parfit for the Members Grant

8.1 Committee and working group minutes for noting

- 8.1.1 Planning Committee minutes of 17th March 2025
- 8.1.2 Road Safety Group minutes 17th March 2025
- 8.1.3 Jubilee Field Working Group minutes 4th March and 20th March 2025
- 8.1.4 SCEnic minutes 19th March 2025 – Cllr Sharp noted that discussions with SCEG have confirmed they are not organising a “Village Fete in 2025” and if the Council want to work with partners and organise a Village Fete, 28th June 2025, will bring a report back to Council 22nd April 2025.
- 8.1.5 3G Multi-Sports pitch working group meeting – to be arranged
- 8.1.6 Employment, Finance and Strategy Group meeting minutes 20th March 2025
- 8.1.7 NDP Review Group meeting to be arranged
- 8.1.8 Communications Group meeting minutes 3rd March 2025
- 8.1.9 Greener Staplehurst Group meeting - to be arranged

9 REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

10 Confidential

10.1 HR Report

Following a debate it was agreed unanimously;

The Parish Clerk should move up one spinal column point from benchmark range 31 to 32 he will be then at the top of LC2 scale 29-32 above substantive benchmark range. This will be in addition to the local government NALC pay agreement for 2024/2025.

The Deputy Clerk and Responsible Finance Officer is at the top of her current pay scale and should remain on her current spinal column point benchmark range 28 LC2 scale 24-28 substantive benchmark range but will receive the local government NALC pay agreement for 2024/2025.

The Administration Support Officer is at the top of her current pay scale and should remain on her current spinal column benchmark range 12 LC1 scale 7-12 substantive benchmark range but will receive the local government NALC pay agreement 2024/2025.

The Caretaker should move up one spinal column point from benchmark range 8 to 9 LC1 7-12 substantive benchmark range. This will be in addition to the local government NALC pay agreement 2024 2025.

All of these increases in salaries should be backdated to 1st of April 2024.

These minutes are not verbatim but an accurate reflection of the decisions.

Signed by Chairman.....Date.....