

POSTLING PARISH COUNCIL

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Minutes of the Annual Meeting of Postling Parish Council held in Postling Village Hall on Tuesday 27 May 2025 at 6.30pm

1. Appointment of Chairman and Vice-Chair:
 - a. Councillor Frank Hobbs was appointed Chairman, as proposed by Cllr Dan Shaddick and seconded by Cllr Helen Calderbank. All in favour.
 - b. Councillor Helen Calderbank was appointed Vice-Chair, as proposed by Cllr Christine Hobbs and seconded by Cllr George Burgess. All in favour.
2. Attendance and apologies for absence
Attending: Chairman Frank Hobbs, Cllrs Helen Calderbank, Christine Hobbs, Daniel Shaddick, George Burgess, Parish Clerk Clare Hamilton.
Apologies: Cllr John Patrick, Cllr Rob Lye, Cllr Elaine Martin, Cllr Jenny Hollingsbee. Cllr Christopher Hespe.
3. Councillors' Acceptance of Office, Code of Conduct, and Disclosure of Pecuniary Interests
There were no changes.
4. **It was resolved** unanimously to accept the Minutes of the Annual Meeting of the Council on 28 May 2024.
5. There were no Members' declarations of interest on Agenda items.
6. **Annual Governance Statement & Accountability Return 2024/25**
 - a. **It was resolved** to approve and sign the Annual Internal Audit Report. Thank you to Chris Reynolds for completing the Internal Audit.
 - b. **It was resolved** to approve and sign the Annual Governance Statement 2024/25
 - c. **It was resolved** to approve and sign the Accounting Statements for the year ended 31 March 2025
 - d. Postling Parish Council confirms that during the financial year 2024/25, the higher of the Council's gross income for the year or gross annual expenditure for the year did not exceed £25,000.
Having met the full criteria for exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, **it was resolved** to confirm and sign the Exemption from Limited Assurance Review.
 - e. **It was resolved** to confirm the date for the Period for the Exercise of Public Rights as 3 June-14 July 2025.
7. The Budget for financial year 2025/26 was agreed at the November 2024 meeting
8. Banking Arrangements
There is no change to banking arrangements. Account is HSBC Business Account which incurs an £8 monthly fee. Account signatories are Chairman and Parish Clerk.
9. Financial Regulations were updated.
10. Review of Insurance provision and renewal quotation
It was resolved to approve payment to Zurich Municipal of the LTA year 4/5 premium of £288.56 for 2025/26.
11. Amendments to Policies and Procedures
Model Financial Regulations, Risk Assessment and Asset Register updated. GDPR reviewed.
12. KALC Area Committee and Village Hall Committee appointments
KALC Area Committee: It was proposed by Cllr Helen Calderbank, seconded by Christine Hobbs and resolved unanimously that Chairman Frank Hobbs and Cllr George Burgess continue as representatives.
PNVH Committee: It was proposed by Cllr Dan Shaddick, seconded by Cllr George Burgess and resolved unanimously that Cllr Helen Calderbank and Chairman Frank Hobbs continue in their roles.

This concludes Annual Meeting business

Chairman Frank Hobbs

Parish Clerk/RFO Clare Hamilton | 14a Elmstead Place, Folkestone CT20 1QU | 01303 257321 / 07890 248601

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Ordinary Meeting business follows:

13. **It was resolved** unanimously to accept the Minutes of the meeting held 25 March 2025.
14. There were no Members' declarations of interest on Agenda items.
15. Public Participation session not required.
16. There were no matters arising not included on the Agenda.
17. Planning Applications received since last meeting, circulated to Councillors for comments, outcomes of those deliberations, and to consider any applications received since this Agenda was published:
- a. **25/0424/FH Court Cottage, The Street, Postling CT21 4EX**
Rolling consent to undertake hedge trimming of overhanging foliage belonging to trees protected by the Tree Preservation Order No.13 of 2024 up to a maximum height of 3 meters, to be undertaken on an annual basis for a period of 10 years.
FHDC Approved
 - b. **TPO Court Cottage, The Street, Postling**
TPO No. 13 of 2024, confirmed on 27.05.2025
 - c. **KCC/FH/0115/2024 (FH/24/1363) Land adjacent to Ashford Road/A20 Westenhanger**
CT21 4HU (Waste transfer station)
Additional landscape planting
18. Highways
- a. Highway Improvement Plan (HIP)
Kieran Doble, KCC Community Engagement Officer, has invited the Chairman and Clerk to attend an online meeting to discuss the parish HIP requirements on 17 June.
 - b. Roadworks
 - Farthing Common: 12-16 May 2025, closed between the junctions of B2068 Stone Street and Brady Road
 - Sandling Road, Postling: Due to tree cutting works planned to be undertaken by UK Power Networks, it will be necessary to close part of Sandling Road, Postling, from 21 July 2025 for one day. Sandling Road, Postling will be closed from the junction of Cuckoo Lane for approximately 45m in a Southerly direction, between the hours of 08:30 and 15:30 only.
19. Finance
- a. Balance of account at 27 May 2025: £ 8,385.29
 - b. Payments and Receipts since last meeting
 - Payments:

HSBC	Bank charges	8.00
HugoFox	Website hosting	11.99
HSBC	Bank charges	8.00
HugoFox	Website hosting	11.99
 - Receipts:

FHDC	Precept 2025/26	£4,632.00
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 - c. Expenditure due before next meeting:

Zurich Municipal	Insurance premium 2025/26	£	288.56	
HSBC	Account charges May & June	£	16.00	
KALC	Annual subscription	£	190.85	£31.81 vat

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PNVH	Hall hire 2025/26	£	48.00	
PCC	Annual donation	£	100.00	s.137
Age UK	Annual donation	£	100.00	s.137
Air Ambulance	Annual donation	£	200.00	s.137
C Hamilton	Salary April & May	£	452.40	
	Travel exp May meeting	£	7.20	

It was resolved to approve expenditure, proposed by Cllr Helen Calderbank, seconded by Cllr Dan Shaddick, and approved by the Chairman.

Reports from District and County Councillors are included in Annual Parish Meeting minutes

20. Website and email addresses

New email address - clerk@postling-pc.gov.uk - is now in use and is being phased in gradually.

Clerk will switch to new address in late June and place a redirect message on the old address which will be monitored until all contacts are aware of the change. Email charges to start in January 2026.

21. Devolution

KALC will keep parish councils informed of any updates.

22. Kent County Council Elections 2025

New KCC County Councillor is Christopher Hespe.

23. Otterpool Park Working Group

The Working Group continues to meet and the next meeting is in June. F&HDC has signed an agreement with Homes England to find a main sponsor.

24. For Information

- Swing inspection: Following a safety inspection by Councillors, the swing was found to be unsafe and will be removed
- KALC Community Award: Certificate will be presented in due course
- Meeting with Sojan Joseph MP: Cllr Helen Calderbank will attend this meeting on 6 June
- Next Parish Council meetings: 29 July, 30 September, 25 November
- Meeting closed at 7.28pm.

Signed..... Cllr Frank Hobbs, Chairman, 29 July 2025

Chairman Frank Hobbs

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