

Cliffsend Parish Council

Cliffsend Village Hall, Foads Lane, Cliffsend, CT12 5JH
Email: clerk@cliffsend-pc.gov.uk Telephone: 07849 160192
www.cliffsend-pc.gov.uk

Minutes of the Parish Council Meeting
Held on Wednesday 18th March 2026 at 7.00pm in Cliffsend Village Hall

Present - Councillors: Chapman (Chair), Davis, Rogers, Birchall, Pooley.
Alison Willoughby-Browne (Clerk), David McIntyre, and 11 members of the public.

56/25-26 Welcome and apologies for absence -

Cllr Chapman welcomed those present. Cllr Harrison, CCllrs Shonk and Mole had conveyed their apologies.

57/25-26 Declarations of interest and co-option of new Councillor -

No interests declared. Cllrs had met with Mr David McIntyre informally, unanimous approval for his co-option.

Resolved: David McIntyre was co-opted as a Parish Councillor, he read and signed the declaration of acceptance, countersigned by Clerk (Proper Officer).

Cllr McIntyre proposed improving Parish Council communications with residents, to develop a more coordinated approach combining both digital and traditional methods. Resolved - council agreed unanimously with Cllr McIntyre's proposals, including Clerk to give full access to Cllr McIntyre to website and a key to parish council notice board

58/25-26 Adoption of the minutes of 17th September 2025 and 21st January 2026 as being true records -

Resolved: the 21st January minutes were approved (v3) and signed as a true and accurate record.

59/25-26 Matters arising from the above minutes -

Cllr Rogers congratulated Mick Galvin for winning the Light Up Community Award, he was thanked for his hard work at the village hall, and his charity work.

Cllrs Chapman and Pooley had visited the car park opposite Njord, weeds had been cut, they had measured and taken photos of the potholes & written to TDC. Cllr Rogers also informed TDC, who confirmed potholes will be fixed.

Cllr Chapman met resident re' no gate on to Cliffsend Road from meadow.

Clerk to report bus shelter light not working on Sandwich Road to KCC.

Chairman highlighted that blue badge holders are required to pay for parking at Thanet Parkway and that Clerk's publication on the website stating otherwise was incorrect, publication now removed.

60/25-26 Reports -

County Councillor – CCllrs unable to attend as prior engagement.

District Councillor – Cllr Rogers had asked TDC for Viking Ship cover to be removed before Easter. Litter pick on Hugin's Green following day.

Police Officer – PC Crush was unable to attend but had provided a report, to publish. Can contact via My Community Voice.

61/25-26 Financial Matters -

Budget Monitoring – 4th Quarter, combined balance of bank accounts at 17th March 2026 £64,036.55. Cllrs had checked the bank statements against accounts and the current budget was compared with spend-to-date and forecast spend. Cllr Davis had reconciled the accounts with the bank statements.

All Cllrs had checked the payment schedule with supporting paperwork (circulated electronically). Contractual payments; Clerk's salary, bought-in services. Quarterly checks and acceptance of payment schedule proposed by Cllr Pooley, seconded by Cllr Birchall.

Resolved: the following approved for payment.

Payee	Description	Invoice No	VAT	Ex VAT	Total
NJL BoxGreen	Hedge Cutting	20345	90.00	450.00	540.00
KALC	Chairmanship Conference	14285415253	14.00	70.00	84.00
Cllr Chapman	Travel & Parking	-	-	44.40	44.40
Cliffsend Village Hall	8 th March Hire	-	-	22.50	22.50
Cliffsend Village Hall	8 th May – VE Day Lunch	-	-	60.00	60.00
Cliffsend Village Hall	Meetings 2026-27	-	-	180.00	180.00
Clerk	Parish Forum Parking	-	-	5.60	5.60
Clerk	Mobile Phone Top-Up	-	-	5.00	5.00
Clerk	Home Working Allowance	-	-	312.00	312.00
Total for Month			104.00	1149.50	1253.50

62/25-26 Planning Applications -

FH/TH/26/0014 52 Nicholas Drive (erection of dormer to front and rear, alterations to fenestration, render and cladding, enlargement to driveway)

FH/TH/26/0046 Park Ville, Windsor Road (erection of link extension)

FH/TH/26/0169 50 Canterbury Road West (erection of detached annexe)

63/25-26 Current Topics -

Thanet Parkway - access/antisocial behaviour/parking - Cllr Davis; Council had received a number of emails from residents regarding the land behind the garages – an inconvenience to residents, and so much foot traffic a quagmire in bad weather. Cllr Davis will set up a working group with residents, to work out most appropriate solution. Cllr McIntyre to convey to residents to contact the Council with an expression of interest to get involved.

Meadow maintenance - Cllr Pooley described meadow as a bit of a mess, neglected, she explained that a wild flower meadow is not possible without digging-up and re-seeding. Memorial trees around edges overgrown with brambles. Various contractors have been contacted for advice to make improvements. Cllr Harrison has the sign, needs repainting and replacement of posts.

Council insurance - Chair questioned why we have to pay commission to a broker every year.

Resolved: to pay £645.66 if price cannot be bettered by Clerk contacting insurance company directly.

Devolution & Local Government Reform (LGR) - Cllr Birchall explained about the Devolution and Empowerment Act; Govt devolving some of power locally, unitary councils, asset transfer, neighbourhood committees etc. Cllr Birchall completing a consultation to submit to Govt. If anyone would like to receive then please contact Council. A list of assets/services is being compiled to ensure responsibilities met.

VE Day lunch – It was agreed to defer this item as Cllr Harrison not able to attend and had not proposed any plans or details.

Open Gardens - deferred.

64/25-26 Clerk's Reports -

- Correspondence re' Dottie's Hedgehog Hospital – more hedgehogs released in Cliffsend, residents have embraced the project.
- Correspondence re' increase in precept, financial and governance matters.

Clerk agreed to copy correspondence to councillors before reading out at meeting

65/25-26 Correspondence Received -

- Residents – Thanet Parkway issues; discussed
- Resident – abandoned car; consulted Beat Officer

Chair had received an email re' dog fouling, can report to TDC, if excessive TDC will clear. Stickers requested.

66/25-26 Public Questions -

- Resident reported fencing around edges of Hugin's Green falling down, Cllr Rogers to check.
- Resident congratulated Cllr McIntyre and asked what going to do about communication within the Council.
- Resident asked where litter pick-up places are in village, for Youth Club to litter-pick, Clerk has litter pickers/rings and bags and agreed to make these available , Cllr Davis to donate hi-vis.
- Resident questioned what insurance for – Public/Employer liability and cover of assets – what about cover of assets in Cllr homes? Also, meadow maintenance and the expense it incurs (£972 at Quarter 4).
- Resident – tiered planters seen in Oxford, to send photos.
- Resident queried why Clerk refused Chair's request to read out extract of minutes of November meeting.
- Resident queried financial arrangement for signing-off payments.

Meeting concluded at 8.49pm

Date of next meeting - 7pm, Wednesday 20th May 2026

Version 3