

Cliffsend Parish Council

The Village Hall, Foads Lane, Cliffsend, CT12 5JH
Email: clerk@cliffsendpc.org Telephone: 07849 160192
www.cliffsendpc.org



Cliffsend Parish Council Meeting
Tuesday 16th January 2024

Sir or Madam,

You are hereby summoned to attend the Parish Council Meeting on Tuesday 16th January 2024 at 7.30pm, Village Hall, Foads Lane, Cliffsend for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Please be aware that meetings of the Council are recorded. AV recordings are retained only until draft minutes are adopted as a true record.

Alison Willoughby-Browne
Clerk

Note - residents and members of the public are cordially invited as spectators. There is an opportunity for questions to be asked during the meeting (Public Questions). Alternatively, any questions can be submitted to the Clerk prior to the meeting; these will be addressed at the meeting and responded to as soon as possible.

Agenda

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|----------|---|
| 45/23-24 | <u>Welcome and apologies for absence</u> |
| 46/23-24 | <u>Declarations of interest</u> |
| 47/23-24 | <u>Adoption of the minutes of 21st November 2023 as being a true record</u> |
| 48/23-24 | <u>Matters arising from the above minutes</u> |
| 49/23-24 | <u>Working Party & Councillor reports</u> <ul style="list-style-type: none">• County Cllr• District Cllr• Police Officer• Meadow and Open Spaces• Planning and Highways• Youth• Communication and Events |

50/23-24

Financial Matters

Budget Monitoring: where each line of the Council's budget is compared against the spend to date to identify potential over/underspends etc. Councillors to check bank statement against accounts/verification of bank reconciliation by Councillor.

Payment Schedule - to authorise items of expenditure since the last meeting
RESOLVED: that the following be approved for payment.

January Payments

Payee	Description	Invoice No	Method	VAT	Ex VAT	Total
Resident	Christmas Fayre 41/23-24	-	Transfer	-	125.00	125.00
Cllr J Fricker	Reimburse Christmas Event	4880	Transfer	6.27	31.30	37.57
Clerk	Mobile phone top-up	-	Transfer	-	10.00	10.00
Total for Month				6.27	166.30	172.57

51/23-24

Planning Applications

F/TH/23/1435 land corner of Bakers Field and Cliffsend Road (3 storey building; food retail, storage, staff facilities, extension of car parking area)
FH/TH/23/1567 1 Sea View Road (rear dormer extension, front, side and rear single-storey extensions, alterations to roof)

52/23-24

Current Topics

Ongoing review of Council procedures
Meadow maintenance
Future events/capital expenditure
Budget/Precept for 2024-2025

53/23-24

Clerk's Reports

The Clerk to report on any matters that may have arisen since the despatch of this agenda.

54/23-24

Correspondence Received

Reporter – shops/services within Cliffsend vicinity/support for corner shop; advised that engaging with residents
Residents – views on Bakers Field planning application (as above)
Resident – overdue cut of Hugin's Green
Resident – cyber crime protection presentation; to arrange

55/23-24

Public Questions - no decisions made