

MEETING SUMMONS

Tunstall Parish Council

All Parish Councillors
are hereby summoned, and notice is given that a
Meeting of Tunstall Parish Council will be held on
Monday 24th March 2025 at 7pm in the **Midwinter Room** at **St John
the Baptist Church**
when it is proposed to transact the following business:

AGENDA

1. CHAIR'S ANNOUNCEMENTS

2. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

To receive declarations of interest.

4. DRAFT MINUTES

To sign and approve the minutes of the meeting of 16th December 2024.

(Attachment 1)

5. WARD COUNCILLORS

To receive updates from county and borough members. Each member is asked to provide a written report ahead of the meeting and is limited to 3 minutes speaking time.

6. COUNCILLOR VACANCIES

To note update on councillor vacancies.

7. CLERK VACANCY

To receive update on recruitment.

8. FINANCE

a) To receive update on the Barclays Bank account and transfer funds to Unity Trust Bank.

b) To note conclusion of audit.

c) To note payments made year to date:

05-Sep	Service Charge	Admin	£18.00	Bank Charges
06-Sep	Waveney IT	IT Costs	£37.30	Monthly mailbox charge
07-Sep	Hugo Fox	IT Costs	£11.99	Website monthly fee
08-Sep	KALC	Training	£6.00	KALC AGM Lunch
09-Sep	J BARNICOTT	Litterpicking	£152.91	Litterpicking

10-Sep	B&J Cook	Admin	£23.98	Defib pads
05-Oct	Hugo Fox	IT Costs	£ 11.99	Website
05-Oct	J Barnicott	Litterpicking	£ 155.79	Litterpicking
05-Oct	Tunstall PCC	Donations	£ 300.00	Donation for hall usage
05-Oct	Waveney IT	IT Costs	£ 37.30	Mailbox charges
05-Oct	Unity Trust	Admin	£ 5.40	Bank Charges
07-Nov	Hugo Fox	IT Costs	£ 11.99	website
08-Nov	Waveney IT	IT Costs	£ 37.30	mailbox charges
20-Nov	BJ Cook	Admin	£ 23.98	Defib pads
20-Nov	Village Hall	Donations	£ 250.00	Donation
20-Nov	BJ Cook	Donations	£ 47.34	Remembrance
20-Nov	Unity Trust	Admin	£ 6.00	Bank Charges
09-Dec	Hugo Fox	IT Costs	£ 11.99	website
09-Dec	Waveney IT	IT Costs	£ 37.30	Mailbox charges
31-Dec	J Barnicott	Litterpicking	£ 150.02	Litterpicking
31-Dec	Unity Trust	Admin	£ 6.00	Bank Charges
07-Jan	Hugo Fox	IT Costs	£ 11.99	Website monthly fee
08-Jan	Waveney IT	IT Costs	£ 37.30	Monthly mailbox charge
31-Jan	Unity Trust	Admin	£ 6.00	Bank Charges
04-Feb	HMRC Cumbernauld	Staff Costs	£ 250.46	Staff Costs
04-Feb	J Barnicott	Litterpicking	£ 90.65	Litterpicking

- d) To receive and approve bank reconciliation as at 28th February 2025
(Attachment 2)
- e) To receive and approve budget position as at 28th February 2025
(Attachment 3)
- f) To review risk assessment for 2024/25. (Attachment 4)
- g) To approve insurance renewal for 2025/26.
- h) To appoint internal auditor.

9. EXTERNAL MEETINGS ATTENDED

- a) KALC Swale Area Committee
- b) Western Area Committee
- c) Swale Joint Transportation Board
- d) Swale Liaison Forum

10. PLANNING APPLICATIONS FOR CONSIDERATION

- a) Application: 25/500691/FULL
Address: 4 Ruins Barn Road Tunstall Kent ME10 4HS Proposal: Erection of a single storey rear extension with flat roof and lantern. Bi-fold doors to rear and new ground floor W.C.
- b) APPLICATION REF: 25/500614/FULL Erection of a first floor side and rear extension and part two storey rear extension, removal of existing chimney and alterations to fenestration. 40 Park Drive Sittingbourne Kent ME10 1RD

11.VILLAGE GREENERY

- a) To receive update

12.VILLAGE EVENTS

- a) To receive update

13.SPEEDWATCH

- a) To receive updates.

14.CORRESPONDENCE AND MATTERS FOR INFORMATION

- a) Email from developer about proposed development at Ufton Court, Sittingbourne.
- b) To receive update on village sign.

15.DATE OF NEXT MEETING – 12

Julie Miller Locum Clerk to Tunstall Parish Council 12th March 2025