

## **SELLING PARISH COUNCIL**

### **Minutes of the Annual Parish Council Meeting held at Selling Village Hall on Thursday 21<sup>st</sup> May 2026 at 7.00pm**

**Present:** Cllr Andy Day (Chair), Cllr Andrew Bowles (until agenda item 9), Cllr Garry Evans, Cllr Sue Henderson, Cllr Jonnie Reeves, Bex Ratchford (Clerk)

Public: 2

**1. Election of Chair and declaration of acceptance of office**

Cllr Day was elected as Chair and signed the declaration of acceptance of office.

**2. Election of Vice-Chair and declaration of acceptance of office**

Cllr Hobson was elected as Vice-Chair and will sign the declaration of acceptance of office at the next meeting if not before.

**3. Apologies for absence**

Apologies were received from Cllr Hobson due to family commitments, Cllr King, Cllr Bowles who needed to leave early due to another meeting, Cllr Gould (SBC) and Cllr Lehmann (SBC & KCC).

**4. Declarations of interest**

Cllrs had no interests to declare.

**5. Chair's Annual Report 2025-26**

This had been covered at the Annual Parish Meeting.

**6. Minutes of the meeting held on 16<sup>th</sup> April 2026**

The minutes were agreed as an accurate record of the meeting and were signed and dated by the Chair.

**7. Clerk's report**

- a. Action 1: Sheldwich, Badlesmere and Leaveland PC contacted; a meeting has been suggested and a request to know how many HGV's are coming through Selling. It was **agreed** to provide an estimate and arrange a meeting with Cllrs Day, Bowles, Henderson and Reeves attending. **Action 1: Clerk to arrange a meeting.**
- b. Action 2: bollards added to HIP. **Action 2: Clerk to contact KCC regarding a HIP meeting.**
- c. Action 3: old minutes still to be collected due to difficulty in finding contact details. **Action 3: Cllr Henderson to check emails for dates and contact details.**
- d. Action 4: farm response passed on to complainant but another incident has occurred; the farm has been advised.
- e. Action 5: defib at school still to be checked, as well as the expiry date of the pads and new ones to be purchased if necessary. **Action 4: Cllr Henderson to check defib and clerk to purchase pads if necessary.**
- f. Action 6: clerk will be informed of defib checks as they occur.
- g. Action 7: all have now successfully logged into the email system although Cllr Day can currently only receive and not send emails from the phone app. **Action 5: Clerk to provide email server settings.**
- h. Action 8: speaker not available for APM.

- i. Action 9: rationale regarding the ASCA provided but response not submitted and deadline now passed.
- j. Action 10: meeting arranged with SBC.
- k. Action 11: KALC still to be contacted regarding training times. **Action 6: Cllr King to contact KALC.**
- l. Action 12: planning comment not necessary.
- m. Action 13: planning comment made.
- n. Action 14: CGR being publicised.
- o. Action 15: response and contact details for Boughton under Blean PC sent to resident.

## 8. Reports from the police and borough and county councillors

There were no police incidents to report and dates of the next surgeries will be circulated.

## 9. Public session

Members of the public raised issues as follows:

- a. KCC has done nothing about the drainage problems at Fox Lane, which are getting worse. It was **agreed** to contact KCC again. **Action 7: Clerk to contact KCC.**
- b. The alleyway alongside the railway is very overgrown with bushes which can cause injury and force pedestrians to walk in the road.
- c. A house in Neames Forstal has lots of rubbish in the garden, some in a skip, which was felt to be encouraging vermin and therefore a health hazard. **Action 8: Cllr Day to provide contact details for the housing association and clerk to contact.**
- d. HGV's are regularly using the village and speeding is an issue. It was **agreed** to start the Community Speedwatch programme again. **Action 9: Cllr Hobson to restart CSW scheme.**
- e. There have been three water leaks in the village, which are exacerbated by HGV's.
- f. The lower section of the fir plantation in Hogbens Hill is very overgrown and presents a fire risk due to dead wood. **Action 10: Cllr Day to get aerial photos if possible, Cllr Henderson to speak to the owner and pass contact details to the clerk to write if necessary.**

## 10. Review of policies and other annual arrangements

- a. Code of Conduct – reviewed and approved.
- b. Standing Orders – reviewed and approved.
- c. Financial Regulations – reviewed and approved.
- d. Complaints Policy, Equal Opportunities Policy, Grievance Policy, Disciplinary Policy, Publication Scheme, Privacy Notice, Risk Assessment and Accessibility Statement – reviewed and approved.

It was **agreed** that the clerk would review other policies for need and effectiveness. **Action 11: Clerk to review remaining policies.**

## 11. Committees and election of representatives

It was **agreed** to continue with no standing committees. It was **agreed** that Cllrs Bowles and King would continue as the representatives to the KALC Swale Area Committee and there would be no named representative to the SBC Councillors & Residents Forum or the SBC Parish Councils Liaison Forum. It was **agreed** that Cllrs Hobson and Reeves would be the representatives for Community Speedwatch, Cllr Henderson would continue as the representative to the Village Hall Committee and Cllr Bowles would continue as the representative to the Churches Building Trust.

**12. Meeting dates**

Meeting dates for the year were set as:

Thursday 18th June

Thursday 16th July

Thursday 10th September (to be confirmed)

Thursday 15th October

Thursday 19th November

Thursday 17th December

Thursday 21st January

Thursday 18th February

Thursday 18th March

Thursday 15th April

**13. Village sign**

There was no update but a meeting is due to take place soon.

**14. Local Government Reorganisation**

There was no update.

**15. Training**

There was no update.

**16. Finance**

- a. The financial statement and bank reconciliation were reviewed and accepted. It was noted that the payment to the RBLI for the poppy wreath had been agreed at £60 but only £50 paid. The extra will be paid next year.

| Account         | Balance as of<br>30/04/26 |
|-----------------|---------------------------|
| Current account | 12,161.20                 |
| Reserve account | 15,189.47                 |
| Total           | 27,350.67                 |

**b. Internal audit**

- i. The internal auditor has completed the relevant section of the AGAR with no concerns; the full report is awaited.
- ii. It was **agreed** to reappoint Lionel Robbins as the internal auditor for 2026-27. **Action 12: Clerk to contact Mr Robbins.**

**c. AGAR**

- i. The Statement of Internal Control was reviewed and signed.
- ii. The Annual Governance Statement was reviewed and signed.
- iii. The Accounting Statements were approved and signed.
- iv. The Certificate of Exemption was approved and signed. **Action 13: Clerk to publish AGAR and submit to Forvis Mazars.**
- v. The period for the exercise of public rights will be 3<sup>rd</sup> June to 14<sup>th</sup> July and it was **agreed** that the clerk would make arrangements for any appointments requested. **Action 14: Clerk to make arrangements as necessary.**

d. The end of year budget report was reviewed and accepted. It was noted that lighting maintenance was significantly over budget, due to the replacement columns in Selling Court and the switchover to LEDs. Other items, such as mileage, electricity, training and elections, were under budget, and income was slightly over budget, resulting in an overall underspend of £2958.48. It was noted that the Notice of Conclusion of Audit had been received and published.

e. Payments were **agreed** as follows:

| Ref | Payment   | Net    | *VAT  | Total  | Auth   |
|-----|---|--------|-------|--------|--------|
| 7   | SSE – energy supply (March & April) (no longer paid by D/D) | tbc    | tbc   | tbc    | GE, JR |
| S/O | Clerk's salary and office rental (for info only)            |        | -     |        |        |
| 8   | Clerk's expenses (ink & paper)                              | 9.81   | 1.08  | 10.89  | GE, JR |
| 9   | Cllr Kevin Hobson – APM refreshments                        | 45.14  | -     | 45.14  | GE, JR |
| 10  | Streetlights – maintenance payment 1 of 4                   | 48.25  | 9.65  | 57.90  | GE, JR |
| 11  | Vision ICT – email & website hosting 26-27                  | 388.79 | 77.76 | 466.55 | GE, JR |

\* VAT to be reclaimed

## 17. Planning

- 26/501145 – Bailiffs Cottage, Hogbens Hill – conservation area notification to fell one lime tree and to replace it with a new lime tree sapling – approved – noted.
- 26/502496 – Oversland House – demolition of existing dwelling, workshop, at cost barn, and associated outbuildings and the erection of 3 no. dwellings, a detached 2 bay garage and a detached carport with associated access and parking – due to being outside the parish, it was **agreed** that cllrs would respond individually if desired.
- The appeal regarding land north of Perry Leigh was lost.

## 18. Reports from parish councillors

Cllr Henderson reported that the church is holding a flower festival based on poems on 6<sup>th</sup> & 7<sup>th</sup> June. Cllr Day reported that the field with the footpath towards Oversland has been ploughed, making it difficult to identify the route. **Action 15: Cllr Evans to investigate.**

## 19. Correspondence

All correspondence was noted.

- A guide regarding the phone landline switch off has been published on the website.
- The application to register a footpath from Owens Court Road to ZF38 was refused.
- SBC is requesting technical input on the local green spaces assessment; there are none in Selling.
- The defibrillator in Hogbens Hill needs a new battery. **Action 16: Clerk to purchase as necessary.**

## 20. Close of meeting

The meeting closed at 8.15pm.

The next meeting will be held on **Thursday 18<sup>th</sup> June 2026** at 7.00pm.

Signed.....

Date.....