

**MINUTES OF AN ORDINARY MEETING OF THE COUNCIL  
ON 8<sup>TH</sup> JULY STARTING AT 6.30PM  
HELD IN THE DURLING HALL**

**73/25 To Record those Present and list any Apologies**

Those Present, Councillors: S Parish – Chairman, S Instance, N Fursdon, G Worthy and D Haining. Also present were Cllr E Martin – District Cllr, 1 member of the public and the Proper Officer (PO).

Apologies: were received from Cllrs: L Cronin, J Tritton and K Gipson and J Hollingsbee, all were accepted. One member of the public sent apologies.

**74/25 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.**

There were none recorded

**75/25 Minutes**

- a) To note, agree and sign the minutes of the June meeting  
Having been previously circulated these were noted, agreed and signed
- b) To note the Minutes of the F&GP meeting  
Having been previously circulated these were noted
- c) To note the Minutes of the Planning meeting  
Having been previously circulated these were noted
- d) To Note the minutes of the KALC Area meeting held on 19<sup>th</sup> June  
Having been previously circulated these were noted

**76/25 District and County Councillors reports**

To note the reports from

- a) Elaine Martin  
Her written report was noted, and will be annexed to the end of the minutes
- b) Jenny Hollingsbee  
There was no report due to Jenny sending her apologies.
- c) Christopher Hespe  
there was no report.

**77/25 Public questions on items on the agenda only**

A member of the public asked if the notes of the area KALC meeting were in the public domain, the PO will speak to KALC for further information.

*(Post meeting note – having spoken to KALC, these are internal documents only and relate to issues across a wide range of Councils – they are not for public use.)*

**78/25 Finance**

a) To note and agree/ratify payments as listed (See Report 2025.07.01)

J Boot	Invoice Sel04 NHP	£678.75	Bacs
Direct365	Doc No 0002149612 Excess waste	£52.19	DD 01/07/2025
	0002040411 Excess waste	£0.55	DD 13/07/2025
	Doc No 0002166848 Excess waste	£3.86	DD 13/07/2025
Cascade	Invoice SINV00937779 Set of Ink for new printer	£127.38	Bacs
Vision ICT	Invoice Sell01 Training	£70.01	Bacs
Sellindge V/Hall	Invoice 25/105 Hire of hall	£22.00	Bacs
	Invoice No 25/106 Electric	£12.32	Bacs

b) To note any recommendation from the F&GP regarding the New Office  
There was no report available as further information is required.

**79/25 Correspondence**

See report 2025.07.02

**80/25 To adopt the following Policy**

Retention and Disposal – this was deferred to a later meeting, as the PO had not circulated the document.

**81/25 Date of Next Meeting will be 12<sup>th</sup> August, and close**

There being no further business the meeting closed at 7.10