

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL  
HELD ON 14<sup>TH</sup> APRIL, STARTING AT 6.30PM  
IN THE DURLING HALL**

**37/26 To Record those Present and list any Apologies**

Councillors S Parish – Chairman, K Gipson, J Tritton, N Fursdon and G Worthy; also present was Cllr E Martin – F&HDC Elaine, Cllr Hepse – KCC, one member of the public and the PO.

Apologies from S Instance and G worthy who will be along a bit later, due to travel delays.. Also apologies were received from Cllr J Hollingsbee. All were accepted.

**38/26 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.**

None were recorded.

**39/26 Minutes**

- a) To note, agree and sign the minutes of the February 2026 meeting  
Having been previously circulated the minutes were adopted and signed

There was no meeting in March

- b) To note the Minutes of previous committee meetings:  
(Please be aware that Committees agree their own minutes, these for information only)
- F&GP – noted.
  - Planning – noted.

**40/26 District and County Councillors reports**

- a) Elaine Martin – Her report will be placed on the website.
- b) Jenny Hollingsbee – no report
- c) Christopher Hespe county council obligation - report will be placed on the website.

*Cllr G Worthy arrived*

**41/26 Public questions on items on the agenda only**

A member of the public raised the issue that the minutes in draft or final copy have not been uploaded as regularly, recently. The PO explained that this was due to meetings being out of normal routine and as we move forward, getting them back to a regular pattern this should resolve itself.

**42/26 Finance**

- a) To ratify payments as listed (See Report 2026.03.01)

| Name             | Reason                          | Gross Amount | Payment details             |
|------------------|---------------------------------|--------------|-----------------------------|
| Sellindge v/hall | Invoice 26/29<br>Hall hire      | £22.00       | Bacs 11/03/2026<br>52293408 |
|                  | Invoice 26/30<br>Electric       | £187.92      | Bacs 11/03/2026<br>52293368 |
| Vision ICT       | Invoice 21645<br>Bi-annual .gov | £78.00       | Bacs 11/03/2026<br>52292497 |

|              |  |          |                             |
|--------------|--|----------|-----------------------------|
|              | Invoice 18251<br>Emails Mar 24- Feb 25       | £43.20   | Bacs 11/03/2026<br>52292640 |
|              | Invoice 21652<br>Admin 24/02/26              | £42.00   | Bacs 11/03/2026<br>52292996 |
|              | Invoice 26651<br>Email hosting               | £281.10  | Bacs 11/03/2026<br>52293095 |
| Playdale Ltd | Invoice 64316<br>Completion of play<br>equip | £4249.93 | Bacs 11/03/2026<br>52293163 |
| L Hedley     | Reimbursement<br>Propane gas cylinder        | £94.20   | Bacs 11/03/2026<br>52293326 |

b) To note and agree the payments as listed (Report 2026.04.01)

| <b>c) Name</b>  | <b>Reason</b>   | <b>Gross Amount</b> | <b>Payment details</b> |
|-----------------|---|---------------------|------------------------|
| Direct365       | Invoice 0002394447<br>Waste 19.04 to 18.05  | £131.52             | DD<br>01/05/2026       |
| Lister wilder   | Invoice 774978<br>Callout   | £339.47             | Bacs                   |
| KALC            | Invoice 10054<br>Annual subscription  | £1,005.72           | Bacs                   |
| L Hedley        | Reimbursement<br>Wickes Meadow Gv   | £43.64              | Bacs                   |
|                 | Reimbursement<br>Xmas tree  | £65.00              | Bacs                   |
|                 | Reimbursement<br>Materials BG gates   | £84.55              | Bacs                   |
|                 | Reimbursement<br>Large Bin liners   | £69.13              | Bacs                   |
| Rialtas         | Invoice SM33794<br>Software support   | £252.00             | Bacs                   |
| Indica Forestry | Invoice 1226<br>Work in the NBG   | £756.00             | Bacs                   |
| Mannington's    | Fee note 3488<br>Payroll 1 <sup>st</sup> Oct 25 to<br>31 <sup>st</sup> March 26       | £324.00             | Bacs                   |
| Hopkins Ltd     | Invoice 260223SVH<br>New Adult Pads   | £205.92             | Bacs                   |
|                 | Invoice 260223SSC<br>Adult Pads   | £205.92             | Bacs                   |
| Flotek          | Invoice 260300439193<br>1 <sup>st</sup> to 25 <sup>th</sup> March<br>Phone & internet | £162.89             | Bacs                   |
| Microshade      | Invoice 260300400022<br>1 <sup>st</sup> to 25 <sup>th</sup> March                     | £203.92             | Bacs                   |

c) To note receipt of the Audit Papers from Mazars external Auditor

The PO explained that the AGAR had arrived and there was new information that required adopting. These pages will be sent out as soon as possible

d) To note the date of the Internal Audit taking place on 10<sup>th</sup> June  
The date was noted.

**43/26 Correspondence**

The PO explained that a seat in Phase 2 of the Lees has been damaged, The caretaker has put cones and tape round around it. A debate took place, where it was decided to remove it completely. Voting as follows – For 3, against 1. Carried.

**44/26 Annual Parish Meeting**

- a) To agree the date.  
After a brief a debate it was agreed 26<sup>th</sup> May would be confirmed
  
- b) To agree the format  
After a more lengthy debate it was agreed that a more formal setting would be arranged. The various groups and other organisation's would be invited to attend with one of their members do a presentation.

**45/26 To adopt the following:**

- a) Document Management (retention & destruction)
- b) Complaints Policy
- c) Asset List update
- d) Risk Assessment - Finance
- e) Publication scheme

All agreed, en-bloc with a provision that if there are any obvious issues they can be adjusted at a later date.

**46/26 Matters of General Interest**

Cllr Tritton mentioned that she saw the caretaker empty the bin in Greenfields, and half an hour later it was fied with items from a nearby property, and bags left ny the side.

It was felt that f there a regulars doing the PO should be sending out letters to these people o reporting it a fly tipping.

Get letters out to regular people.

Cllr Worthy highlighted that nothing hd been to in memory of Stan Bull since he passed away. The PO has stated that this has not fallen by the wayside but it still needs to be confirmed what, will happen, her suggestion was that the office in the new build, once fitted out, could be called the Stan Bull office or something similar.

**47/26 To note the Date of Next Meeting is 12<sup>th</sup> May and close**

The date of the next Council meeting was confirmed, there being further business the meeting closed at 8.11pm.