

SHELFANGER PARISH COUNCIL

MINUTES of the Parish Council Meeting held on Thursday 21 August 2025 at 6.30 pm at Shelfanger Village Hall.

Councillors Present: Cllr Marion Paines (Chair), Cllr M Hurst, Cllr Mick Paines (Vice Chair), Cllr P Chambers, Cllr D Hurcomb, Cllr P Oldman and Cllr P Ross

In attendance: Elaine Tinsley (Clerk) and 1 member of the public

1. **Chairman's Welcome and to receive apologies for absence** – The Chairman welcomed everyone to the meeting and confirmed no apologies for absence had been received.
2. **To approve the Minutes of the meetings held on 24 July 2025** – The Minutes of the meeting held on Thursday 24 July were proposed by Cllr Ross and seconded by Cllr Michael Paines as being a true record and signed.
3. **To receive declarations of interest on items on the agenda and requests for dispensation** – none were received.
4. **To receive questions or comments from members of the public** – none were received.
5. **To receive County Councillor Catherine Rowett's Report** – County Councillor Rowett sent her report to the Clerk and this was circulated prior to the meeting.
6. **To receive the Chairman's Report** – The Chairman reported that it had been unusual this year, and confirmed that next year, there would be no meeting in August. She also reported having received communication from a contractor who had been contacted by a resident on the edge of Boyland Common to carry out some maintenance work on the hedges and ditches. The contractor was advised that as this is a Country Wildlife Site, a permit would need to be sought for any work to be carried out. He was given the contact details for this.
7. **To receive the Clerk's Report** - the Clerk reported having received communication regarding the overgrown ditches and hedges on Common Road. It was decided that a note would be put in the next Cock Crow report to request residents keep these clear. She also reported that Councillor Hurcomb now had access to the bank account so that sufficient cover was now in place to cover any absences. The Clerk requested, as we were nearly half way through the accounting year, a volunteer to go through the accounts – Cllr Chambers agreed to do this task. The Clerk also stated that the sewerage leak into the beck at the bottom of Druids Lane had been reported and letters had been sent to the residents.
8. **To receive updates from individual Council members** – Cllr Hurcomb reported that the road signs at a few locations in the village, which were in need to repair had been painted by a local resident. The Clerk was asked to send a letter of thanks – **ACTION: Clerk**
9. **To receive Boyland Common Report** – Cllr Ross read through the Boyland Common Report.
10. **To receive a report from Jen Celerier – Tree Warden** – Jen Celerier was not present at the meeting at this point and so the Agenda continued.

- 11. Planning matters – no planning applications pending** – The Clerk reported that Lindsey Wright, Senior Planning Officer, had responded to say an onsite meeting was not possible at the Havencroft site and also that flooding issues were not dealt with by the Environment Agency for this size of development, but were considered by the local authority at the planning assessment.
- 12. To receive the financial report and authorise payments.**
- a) Ratify payment to Clerk July salary – £221.12 – Auth: Cllr Paines/2nd Cllr Hurst
 - b) Ratify payment to HMRC – PAYE - £23.80 - Auth: Cllr Hurst/2nd Cllr Chambers
 - c) Ratify Payment to I Lord – Grass Cutting - £25.00 - Auth: Cllr Chambers/2nd Cllr Hurcombe
 - d) Authorise payment to Clerk Aug & Sept - £489.84 - Auth: Cllr Chambers/2nd Cllr Hurcombe
 - e) Authorise payment to Clerk for CiLCA books - £344.98 - Auth: Cllr Hurst/2nd Cllr Chambers
 - f) Authorise payment to NPTS – CiLCA training - £180.00 - Auth: Cllr Oldman/2nd Cllr Ross
 - g) Authorise payment to S.N.C – Dog bin emptying - £451.20 - Auth: Cllr Chambers/2nd Cllr Hurst
- 13. To discuss Village Hall Licence Variation** – The Village Hall had requested a variation on the drinking licence to include a provision to serve craft beers in the marquee. A general discussion took place and all agreed that as Cllr Hurst had advised all stipulations were being adhered to, the Parish Council had no objections.
- 14. To discuss Emergency Plan** – The Emergency Plan and Risk Assessment had been circulated to all councillors and it was agreed nothing needed to change. Clerk to check contact telephone number and ensure sufficient sand bags were at the two locations (Wash Lane & Village Hall car park) – **ACTION: Clerk**

The Tree Warden arrived at 7pm, so was given at opportunity at this point to table her report. The Ash tree at the Village Hall did have Ash Dieback, but not to a significant severity as to require anything more than some lopping, however, there was a significant weeping lesion on the back which was cause for concern. Ryan Stocking, Village Hall Chairman, was to be contacted to ensure the tree was cordoned off for the Fun Day on 23.08.25 and also to request an arboriculturist was sought to ascertain the extent of the possible rot **ACTION: Clerk.**

Jen also advised a productive meeting with a resident concerning a 100+ year old maple tree and a possible TPO – The resident was very enthusiastic to retain the tree and agreed to advise his architects to assist in progressing this.

- 15. To discuss 2025/26 Budget** – The Clerk had circulated and attached to the Agenda a copy of the current 2025/26 budget including figures to date. Councillors had no comments to make and were pleased to see we were on budget.
- 16. To discuss Village Gates + SAM2 camera** – The Clerk confirmed the items had been ordered and due for delivery over the next couple of months. She was still trying to source a contractor to erect the gates. The Chair was to contact her contractor him to quote – **ACTION: Chair**
- 17. To agree items for the next meeting Thursday 30 October 2025.**

Meeting closed at: 7.34 pm.