

Minutes of the Parish Council meeting of Collier Street Parish Council

St Margaret's School, Collier Street. Monday, 6th July 2026 at 7.00pm

PRESENT:

CLlr Jack Highwood (chair)
CLlr Deborah Papas (vice-chair)
CLlr Andrew Papas
CLlr Charlie Cooper
CLlr Joanna Kiely
CLlr Kelly Rigden (arrived 7:03)
CLlr Steve Barham

26.07.01 APOLOGIES –

To receive and accept apologies for absence Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, Under Section 85(1) of the Local Government Act 1972. The Members present must decide whether the reason(s) for a member's absence shall be accepted.

The Clerk, Michelle Rumble was unable to attend. The Chair and Vice Chair kept notes and prepared these minutes.

Borough CLlr Grace Couch
Borough CLlr Claudine Russell
Borough CLlr Mike Summersgill
County CLlr Brian Black

26.07.02 COUNCILLOR DECLARATIONS –

To receive any declarations of pecuniary interest Members who have an interest to declare on any items on the agenda must declare the existence and its nature at the start of the meeting and act in accordance with the Localism Act 2011 s27 and the Council's Code of Conduct.

None declared

26.07.03 Public Forum – time limit 15 minutes (three minutes per person)

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised.

There were no members present.

26.07.04 County and Borough Councillor Reports

26.07.05 MINUTES OF FULL COUNCIL MEETING held on 21st June 2026 -

To consider the Minutes and, if in order, to authorise the Chairman to sign as an accurate record
The Chairman has read the draft minutes but will sign and the final copy at the next meeting in September.

26.06706 Planning Applications.
None

Planning Decisions made by Maidstone Borough Council

26.07.07
FINANCE ITEMS:

26.07.07 Finance Items – Resolution to approve all the following items.

26.0707.01 RBS Bank Reconciliation for May, June & July
Community Account for May, June & July
Money Manager for May, June & July
Clerk not present and no files circulated,. Will review and resolve in September.

26.07.07.02 HSBC Bank Statement for April
Community Account for April
Money Manager for April
Clerk not present and no files circulated,. Will review and resolve in September.

26.07.07.03 RBS Financial Reports.
Budget Report YTD.
Earmarked Reserves.
Trial Balance
These reports were at hand and received. **Proposed by DP, seconded by JH**

26.07.07.04 To note any income since the last meeting.
Bank interest received :£181.33

26.07.07.05 **RESOLUTION** to approve Payments for July 2026 to be authorised at this meeting and paid by ONLINE BANKING following approval at this meeting. In addition, the Clerks, salary and pension for August

Proposed by DP, seconded by JK and RESOLVED by all members present to make the payments.

ACTION CLERK

26.07.08 **IT Support for the Clerk**
The detail and quote from CloudyIT was discussed. It was agreed that we would proceed with the product and installation / migration costs but not to have a continuous annual End User Support once set up was completed. It was suggested by Cllr Barham that we obtain the cost per hour should it be needed in the future to be called upon and then we could decide to proceed on that basis. Details will be forwarded to the Clerk by Cllr D Papas.

ACTION CLERK

26.07.09 **CIL MONIES**

Cllr D Papas showed details of the spend for June which was the balance of the play equipment. With the potential of the bollard lighting still to be actioned that has been taken into consideration due to sign off, the current balance is £5,015.18. Awaiting quotation for the Bollard lighting works to come through.

26.07.10 Highways and Footpaths

Sheephurst lane will be closed 13th to 17th July

We are still awaiting for a quote to update 'ducks in road' signs

We are still awaiting for KCC Highways to fix the loose drain covers on B2162 at Mockbeggar.

Cllr D Papas showed photos and raised the issue of cars parking outside the church on the yellow lines. Cars parking here, rather than in the car park, obstructs the site lines of cars exiting green lane when looking south. It was resolved to survey residents this summer and to propose to KCC to increase the parking controls here. **It was proposed by DP, seconded by JK and RESOLVED by all members present to start work on this safety issue.**

ACTION DP via THE CLERK

26.07.11 Recreation Ground and Car park

- Inpost Lockers

The Clerk is still awaiting an installation date.

- CCTV

Nothing to report this month.

- Bollard Lighting

No update on this at this time.

- Noticeboard

There was a discussion about where to install the new noticeboard or to renovate the existing one, and whether to wait for the electrification first or not

26.07.12 PLAY EQUIPMENT – Cllr J Highwood

The new play equipment was installed on schedule last month and councillors JK and KR reported that the children and parents were happy with the equipment.

Councillor Rigden has agreed to volunteer to take on its weekly maintenance inspection checks and she will meet with the Chair in due course to go over the necessary paperwork. Cllr D Papas had produced a spreadsheet checklist based on the items that needed checking given by the supplier.

Cllr D Papas showed the current MBC sign for No Dogs etc of which there are six around the recreation ground. This needs updating by MBC now that there is new play equipment in a new area. The Clerk to contact Borough Councillor Summersgill to get actioned.

ACTION DP to THE CLERK & THE CLERK

26.07.13 VILLAGE HALL

- Facebook Page

It was reported by DP that the Facebook page has been 'taken down'

- HSBC Community Account update

It was reported by DP that this has still not been opened

26.07.14 CORRESPONDENCE

The Parish Newsletter, email re Parish elections, KALC AGM agenda, email from resident re planning application and Utility Aid quotation were all acknowledged as having been received. No actions and as the Clerk not present, Utility Aid quotation will be discussed at the next meeting.

26.07.15 Flooding

Nothing to report – been very dry

26.07.16**DATE OF NEXT MEETING**

The next meeting will be on the 7th of September, 2026, commencing at 7pm.

There being no further business the meeting closed at 19.55.