



Meeting of the Parish Council **held on Monday, 10th November 2025 at** **Chilmington Cabin Starting at 7.30pm** **MINUTES**

Councillors Present:	Cllrs P Barker, Y Barker, Gathern, Herring, McClintock (until Item 8.3), Mercer, Sullivan, Tate, Wiffen
Number of Seats	11 (1 vacancy)
Number of Cllrs Present	9
Number of Cllrs Absent	1
Also Present:	Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk), Catherine Stevens (CEO), Cllr Barrett (ABC), Cllr S Gathern (ABC), Peter New (NHW), two members of Kent Police and two members of public.

1. Co-option

There was no one present to consider for co-option.

2. Apologies for Absence

Cllr Darvill.

Cllr Blanford (ABC), Cllr Hallett (ABC), Cllr Wibberley (KCC).

3. Declarations of Interest

To hear declarations of interest on this agenda, relating to:

3.1. Disclosable Pecuniary Interests

None

3.2. Other Significant Interests

None

3.3. Other Interests

Cllr Herring – 8.3

Cllr McClintock – 8.2, 8.5

Cllr Mercer – 8.1, 8.3

Cllr P Barker – 8.1, 8.3, 8.5, 8.6, 8.7

Cllr Wiffen – 8.1, 8.2, 8.3, 8.5, 8.6, 8.7

Cllr Sullivan – 8.1, 8.4, 8.7

Cllr Tate – 8.1, 8.5

Cllr D Gathern – 8.2, 8.3, 8.7

Cllr Y Barker – 8.1, 8.4, 8.6, 8.7

4. Minutes of the Previous Meeting

The council resolved to approve the minutes of the meeting held on Monday 13th October 2025 as a true record.

Proposed:	Cllr P Barker	Seconded:	Cllr Sullivan
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

5. Safeguarding

Safeguarding has been added to the agenda as a standard item on guidance. Those councillors not yet signed up to the available training course are encouraged to do so.

6. Reports from Borough Councillors and other organisations

6.1. Cllr Bill Barrett – Singleton East Ward

Cllr Barrett was present to open the new battery storage system for the solar panels at Singleton Environment Centre.

Cllr Barrett has recently walked Singleton Lake with an Aspire team member where a number of tasks were identified and allocated.

6.2. Cllrs Jessamy Blanford – Weald Central Ward

Not present. Report received.

No result yet from the Hodson appeal or the Waste Water Treatment Works from the Environment Agency.

ABC have joined with KCC to sue Hodson's for non-payment of S106 commitments in relation to funding for improvements to the A28 which were due on the completion of 400 houses built and occupied at Chilmington Green. ABC Cabinet are to propose to move its base in Carleton Road, Cobbs Wood, which houses Aspire and other ABC equipment to the base in Ninn Lane, formerly used as a waste paper recycling operation. It is a brownfield site close to Ashford. Two former applications, one for housing which was granted but not materialised, and one for light industrial use which, again, has not been built out on the basis the site is too small for it to be profitable.

6.3. Cllr Sally Gathern - Singleton West Ward

Cllr S Gathern gave an update on electricity projects the Climate Change committee are looking into.

Cllr S Gathern has spoken with a KCC officer regarding the fences and parking in Holt Close.

Cllr S Gathern attended the Eat Well Spend Less event at Singleton Village Hall. The ABC Biodiversity Task Force are looking at areas outside of Natural England guidance to produce management plans which are site specific and will provide guidance for the area.

Cllr S Gathern updated on Colemans Kitchen Wood and that even though it is an ancient woodland, it shouldn't just be left. It needs to be managed and there is work to be done in the canopy to help the floor to thrive.

6.4. Cllr Clive Hallett - Washford Ward

Not present. No report given.

7. Reports from County Councillors

7.1. Cllr Jeremy Eustace – Ashford Rural West

Not present. No report given.

7.2. Cllr Nick Wibberley – Ashford South

Not present. No report given.

8. Reports from Committees/Groups

To receive reports from committees

8.1. Planning Committee

8.1.1. To receive reports on [planning decisions](#).

The planning decisions were shown to the room and can be seen at Appendix One.

8.1.2. To agree comments on the [Community Governance Review](#)

A discussion was held about the boundary of the proposed town council and

the impact it would have on this parish. For the question of should Ashford have a Town Council, the Parish Council resolved to respond Yes as it will give residents in unparished areas a local voice within the Unitary Authority.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 6	Vote Against: 0	Abstain: 3	MOTION CARRIED

8.1.3. Traffic Regulation Order [amendments update](#)

Cllr P Barker presented a map of all the various speed zones around Chilmington after the new speed limits have taken effect. He highlighted that the new access roundabout and road are not included on the map. Different speed limits have been added to different sections of road, at different times, and it has become a fragmented jigsaw. The Clerk will write to KCC and explain that the documents provided are outdated and do not present a joined up solution.

8.1.4. M Group Essential Infrastructure- [mast relocation](#) review

The Parish Council has no issue with the proposed mast relocation and resolved to support the review.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 9	Vote Against: 0	Abstain:	MOTION CARRIED

8.2. Singleton Spaces

The Education Team annual report was shown to the room and can be seen at Appendix Two.

8.3. Environment Committee

A meeting was held and minutes are on the website. Dates were agreed for next year's front garden competition.

8.4. Stronger Communities

No meeting held. The working group is looking forward to working with the new Community Engagement Officer.

8.5. Finance Committee

Meeting is due next week.

8.6. Devolution Working Group

No meeting held.

8.7. Parish Building

Decisions need to be made on the proposed building and the costs involved. These costs will need to be factored into next year's budget.

Public Participation: There will be 15 minutes of the meeting to hear public questions and comments.

Kent Police Beat Officers Matt Potticary and Adele Tyrer attended the meeting, introduced themselves and took any questions.

Cllr Barrett raised the issue of parking on Bradbridge Green, and patrols of Singleton Lake and an increase in night fishing and possible drug taking.

Cllr S Gatherer raised the issue of an intestate property in Singleton.

Peter New (NHW) raised the issue of internet shopping delivery thefts from doorsteps in the run up to Christmas; thefts from outbuildings where presents are kept; and thefts from parked vehicles on a Christmas shopping trip.

A member of public thanked the Steward for his preparation work on the war memorial for the Remembrance Service.

A member of public has approached KCC regarding the siting of a silhouette of the plane that crashed in Chilmington, on to the new roundabout. There will be a meeting on 18th November to discuss it.

9. Grant Applications

None

10. Review of Policies

To approve policies and procedures

10.1. Standing Orders

The Parish Council resolved to amend the Standing Orders to provide for the removal of Committee members who have not attended four consecutive meetings.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11. Finance

11.1. Items for Payment

The Parish Council resolved to change the process so that items for payment received after the agenda has been sent out, but before 9am Monday morning, will be sent to councillors as an additional list before the meeting.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

A number of additional items for payment were added after the agenda was published, these were:

Eventbrite Annual Clerks Conference - £84.00

Microsoft Annual License for new member of staff - £205.44

RAC DD £16.39

Hosted Broadband DD £150.90

With these payments included, the Parish Council resolved to agree the items for payment in November, acknowledged the bank reconciliation, earmarked reserves and credit card payments in October. The list was checked and signed.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Method	Items for Approval for Payment - November	Description	VAT	Total payable
Bacs	Kent Pension	Pension Contribution		£3,257.28
Bacs	HMRC	Employer		£4,554.15
Bacs	Salaries	Oct Salaries		£10,293.00
Bacs	Furniture Work	Office chair	£25.40	£152.40
Bacs	East Kent media Group	Newsletter delivery	£116.00	£696.00
Bacs	Common Works Architecture	Final Invoice	£197.00	£1,182.00
Bacs	Virtual College	Safeguarding Children Level 3 Online course	£42.00	£252.00
Bacs	MKM	Rapid post crete	£2.42	£14.52
Bacs	ADM omputing	Standard support contract	£56.87	£341.23
Bacs	Furniture Work	Office desk with drawers	£56.80	£340.80

Bacs	MKM	Rapid post crete	£2.42	£14.52
Bacs	ADM Computing	Laptops, screen, docking stations	£998.39	£5,990.36
Bacs	SLCC	Commenting Effectively on Planning Application	£6.00	£36.00
Bacs	KCS Education	Office supply	£12.37	£74.23
Bacs	MKM	Post concrete	£4.84	£29.04
Bacs	SLCC	Membership fee		£315.00
Bacs	Procurement Digital Services	Photocopier	£7.65	£45.91
Bacs	Cleverly and Spencer	War memorial- annual cleaning	£50.00	£300.00
Bacs	Dirt Factory Limited	Supply, haulage, install and collection of pump track	£340.00	£2,040.00
Bacs	Rialtas	Web based software	£40.40	£242.40
Bacs	Singleton Environment Centre	Education activities Oct		£1,500.00
Bacs	Reimburse Clerk	Gift	£1.00	£16.00
Bacs	SLCC	Clerk's membership		£475.00
Bacs	Reimburse Cllr Gathern	Combination Lock	£27.20	£163.20
DD	Plastic Card	Staff ID	£15.00	£90.00
DD	Kalkkwik	A5 booklet		£141.00
Comments:			TOTAL	£32,556.04

PAYMENT METHOD	AMOUNT	DESCRIPTION
Bacs	£ 90.00	ID cards

Credit card payment items for Information	Description	VAT	Total Paid
Account Numbers:19079376 & 55882568			
Giffgaff	Mobile phone top up	£1.00	£6.00
Morrisons	Refreshment		£8.00
Giffgaff	Mobile phone top up	£1.66	£10.00
Giffgaff	Mobile phone top up		£10.00
Lily's Social Kitchen	Pop Up café	£5.35	£32.10
Land Registry	Land registry search and title		£14.00
Lady Haig's Poppy Factory	Remembrance wreath		£42.90
Giffgaff	Mobile phone top up	£1.33	£8.00
Amazon	Tempered glass and case x2	£2.75	£16.53
Ashford Borough Council	Remembrance day - road closure		£85.00
Morrisons	Refreshment		£6.85
Google Play	Life360 application		£9.99
B&Q	Diecast combination lock	£4.43	£26.60
B&Q	Black bituminous paint	£4.43	£26.58
Sainsbury's	Diesel	£15.17	£91.00
Sainsbury's	Unleaded petrol	£1.89	£11.33
Ashford Borough Council	Event application		£40.00

Sainsbury's	Edible slime		£6.00
Sainsbury's	Biscuit and cake decoration		£10.98
Electrical Counter	Switch and screwdriver	£2.20	£13.22
Amazon	5x2026 Calendar	£7.50	£45.07
Amazon	Poco Smart phone	£75.18	£451.11
Google Play	What3Words		£3.49
B&Q	Flowers	£11.68	£70.10
Total:		£134.57	£1,044.85

11.2. Annual Governance and Accountability Return

The External Auditor has not yet provided the Notice of Conclusion of Audit. This notice must be displayed as a statutory requirement to inform residents that the audit has concluded and to highlight any matters raised by the auditor.

The Clerk expressed her concern that this duty has not yet been fulfilled and requested that this be noted in the minutes.

11.3. Budget 2026-2027

Committees were requested to submit budget requests for their work before 9:30am on Monday.

11.4. Cyber essentials

A gap analysis has been carried out with ADM Computing. A couple of issues have been identified and work will take place to resolve them. A decision on the subscription will be made at the next meeting.

12. Clerk's Report and Update on Issues not Listed Elsewhere on the Agenda

The report was shown to the room and can be seen at Appendix Three.

13. Correspondence

- An email was received thanking the Steward for his preparation work on the War Memorial

14. Items for Information or Agenda for Next Meeting

- Cyber Security

15. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on Monday, **8th December 2025** at **Great Chart Village Hall** starting at **7.30 pm**.

The meeting ended at 21:50pm.

Signed as a true record by:

Cllr Wiffen _____

Date: _____

Appendix One

Planning Comments

October

[PA/2025/1605](#)

2, Dragonfly Close, Singleton, TN23 5GH

Single-storey rear extension following the demolition of the existing conservatory.

The new plans have been viewed, and the committee resolved that there are still no planning related concerns and to support the application.

[NOT/2025/1893](#)

The Old Cart Shed, Worten Home Farm, Worten Road, Great Chart, Ashford, TN23 3BU

Prior Approval for the conversion & refurbishment of existing office unit to 1no. two-bedroom dwelling. External alterations to form principal entrance door and erection of new external porch.

It was noted that there is no defined parking area.

There were no other planning related concerns and the committee resolved to support the application.

[OTH/2025/1838](#)

Land at Chilmington Green, Ashford Road, Great Chart

Details submitted pursuant to part discharge condition 78 (Biodiversity Monitoring Strategy - monitoring stage – secondary school site only) of planning permission 12/00400/AS.

The committee resolved to support the application and look forward to seeing the results.

[PA/2025/1780](#)

7 Sabre Crescent, Singleton, Ashford, TN23 5LD

Conversion of the garage into additional living space.

There were no planning-related concerns and the committee resolved to support the application.

[NOT/2025/1809](#)

Land at Pound Lane, Magpie Hall Road, Bond Lane and, Ashford Road, Kingsnorth

Reserved Matters application for the approval of access, appearance, landscaping, layout and scale for Phase 2 (sub-phases 2A-2G) comprising 300no. new dwellings including affordable housing, open space, internal access roads, vehicular parking, infrastructure, landscaping, SuDS and earthworks pursuant to outline planning permission 15/00856/AS.

This development should be able to support its own infrastructure and not rely on the Chilmington development.

The Local Plan 2019 - TRA3 requires 3 parking spaces for a 4 bedroom house, not including garages. Tandem parking is required at 0.5 spaces for off street parking, and 0.2 visitor spaces. This development should be adhering to those requirements.

The planning authority need to look outside of the red line for traffic and highways related issues and how it fits with other new developments, and any delays within those other developments.

It was also noted that car barns are being labelled on the plans, and should remain as car barns and not have garage doors fitted to them.
The committee resolved to comment on the application.

Planning Decisions

October

None

DRAFT

Appendix Two

Annual Report for Great Chart with Singleton Parish Council November 2025

Great Chart with Singleton Parish Council has continued the monthly financial contribution to the Education Team at Singleton Environment Centre. The money received is used:

- to pay for one day wages per week for the Education Officer
- to pay wages for the Education Assistant to run the weekly (term time) pre-school group
- to pay some of the resourcing costs for the pre-school group
- to pay a significant amount towards resourcing of the events run in school holidays
- to pay towards staffing costs of the events run in school holidays

The remainder of the costs to staff and resource the events is raised through ticket sales.

Singleton Environment Centre applies the Great Chart with Singleton Parish Council logo on all advertising (posters and digital advertising), includes wording to highlight the support from the Parish Council within social media advertising posts, includes wording to highlight the support from the Parish Council within the booking page (Eventbrite) and posts on social media a summary of the events run during each school holiday as a thank you to the Parish Council.

Feedback from adults attending the events shows that participants understand the support the Parish Council provides and they are thankful and appreciate that the events are run at good value for money and such affordable prices. The events are accessible to a wider audience thanks to the financial support.

The events provided this year have included family sessions, a regular pre-school group, drop and leave children's sessions and adult workshops. As always we include the opportunity to learn about nature and environmental issues in fun and engaging ways. The nature craft sessions we run are very popular and use nature as an inspiration point or as a natural resource. Factual information is provided with adults often commenting that they have learned something new as well as their children. The events also allow people to spend quality time in nature which has a positive impact on well being and spending time in nature as a child impacts positive views and understanding of nature and the environment.

The Educational events run at the centre this year, with the support of Great Chart Parish Council, are as follows:

February

Wednesday 19th – Nature Stories: Aliens Love Underpants x 20 children with their parents/carers

An immersive storytelling session with nature craft activities to bring the story alive. Participants made alien masks, searched the centre grounds for missing pants, created a junk model spaceship, played pants themed games and designed and built a clay alien.

Friday 21st – Book Art x 24 children with parents/carers over 2 sessions

A session to teach participants how to create a book hedgehog by page folding and decorating wooden bookmarks.

March

Sunday 16th – Prosecco with Pyrography x 10 adults
An adult workshop to learn how to use wood burning tools.

April

Friday 11th – Jaws n Claws x 158 over 5 sessions
Family friendly animal handling sessions to learn fun facts about reptiles. One SEND friendly session run.

Tuesday 15th – Nature Stories: We're Going on a Bear Hunt x 20 children with parents/carers
An immersive storytelling session with nature craft activities to bring the story alive. Participants made a grass head character, went pond dipping, made a stick puppet bear, created a clay bear, danced in 'snow' bubbles and searched for mini bear keyrings.

Wednesday 16th – Wild Wednesday x 20 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Friday 18th – Easter Fun x 60 children with parents/carers over 3 sessions
A family fun session to decorate a wooden egg decoration, a 'real egg' nature trail and egg themed games.

May

Tuesday 27th – Tshirt Designers x 8 children
A drop and leave session for children to design and create a spray paint tshirt.

Wednesday 28th – Wild Wednesday x 18 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Thursday 29th – Nature Stories: Superworm x 20 children with parents/carers
An immersive storytelling session with nature craft activities to bring the story alive. Participants designed and made a superhero cape, dug for treasure, made a spider web dreamcatcher, played superworm games and made a paperchain superworm.

July

Sunday 6th – Prosecco with Cyanotypes x 10 adults
An adult workshop to learn how to sun print and to design and create a tote bag to take home.

Friday 25th – Make It Day x 25 children with parents/carers
A session where participants can decorate an item of their choice from hats, tote bags, pencil cases or make up bags.

Monday 28th – Buggin' About Family Special x 16 children with parents/carers
A summer special session of our pre-school nature group. Pre-school children got the chance for outdoor play and exploration with their siblings and family including mud kitchen, water play and nature craft.

Tuesday 29th – Nature Stories: Aliens Love Underpants x 19 children with parents/carers
An immersive storytelling session with nature craft activities to bring the story alive. Participants made alien masks, searched the centre grounds for missing pants, created a junk model spaceship, played pants themed games and designed and built a clay alien.

August

Tuesday 5th – Pond Dipping x 72 children with parents/carers
A family friendly session to discover what is living in the centre pond.

Wednesday 6th – Wild Wednesday x 18 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Wednesday 13th – Wild Wednesday x 18 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Thursday 14th – Buggin' About Family Special x 12 children with parents/carers
A summer special session of our pre-school nature group. Pre-school children got the chance for outdoor play and exploration with their siblings and family including mud kitchen, water play and nature craft.

Friday 15th – Jaws and Claws x 155 participants over 5 sessions
Family friendly animal handling sessions to learn fun facts about reptiles. One SEND friendly session run.

Tuesday 19th – Nature Stories: Gruffalo x 20 children with parents/carers
An immersive storytelling session with nature craft activities to bring the story alive. Participants made a mouse mask, a cardboard and wool fox, a pinecone owl, a paper plate snake and a toilet roll Gruffalo.

Wednesday 20th – Wild Wednesday x 16 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Wednesday 27th – Wild Wednesday x 18 children
A drop and leave outdoor activity day including pond dipping, den building, team games and nature craft.

Thursday 28th – Clay Creatures x 12 children with parents/carers
A creative session where children, after being inspired by the wildlife within the centre grounds, learnt how to sculpt clay creatures and decorate them with natural materials.

October

Saturday 11th – Minecraft Madness x 18 children with parents/carers
A nature craft session based on Minecraft where children searched the centre grounds and made wooden swords and creeper head pinatas.

Sunday 19th – Prosecco with Fused Glass x 7 adults
An adult workshop to learn how to make a large glass snowflake.

Tuesday 21st – Nature Stories: Funnybones x 20 children with parents/carers
An immersive storytelling session with nature craft activities to bring the story alive. Participants made a magic torch picture, played bone themed games, unjumbled a skeleton dog, searched the centre grounds to find and identify animal skeletons and made a skull mask.

Wednesday 22nd – Sensational Spiders x 40 children with parents/carers over 2 sessions
Participants learnt facts about spiders before making their own, anatomically correct, pet spider to take home. They completed a gruesome nature trail within the centre grounds learning facts about nature before creating some colour changing and

bubbling potions.

Thursday 23rd – Creepy Creations x 20 children with parents/carers

Participants used natural and recycled materials to design and make three Halloween decorations – ghost tealight holders, dangling monster decorations and skeleton pictures.

Coming up in December

Sunday 7th C Saturday 13th – Christmas Challenges

Participants will solve festive challenges that have been caused by climate change before receiving a gift from the elves.

Wednesday 10th – Remarkable Reindeers

Participants will assemble a wooden reindeer model, make environmentally friendly reindeer food, make a wooden reindeer tree decoration and complete a reindeer scavenger hunt.

Our pre-school nature group, Buggin' About, runs every Friday in term time. The group is aimed at children aged 2.5 years +. Each week has a different theme to introduce children to a wide range of nature topics. Activities include nature crafts, mud kitchen, water play, firepit, exploration, pond dipping, scavenger hunts and bug hunts. Numbers each week have normally been fully booked at 16 children.

Term dates:

17/01, 24/01, 31/01, 07/02, 14/02
28/02, 07/03, 14/03, 21/03, 28/03, 04/04
25/04, 02/05, 09/05, 16/05, 23/05
06/06, 13/06, 20/06, 04/07, 11/07, 18/07
12/09, 19/09, 26/09, 03/10, 10/10, 17/10
31/10, 07/11, 14/11, 21/11, 28/11, 05/12, 12/12

In total over 1,300 participants have attended an educational event at Singleton Environment Centre this year with more participants due to attend the Christmas events and the winter term of Buggin' About. Many of those who attended are regular participants who enjoy the events so much that they return to future events.

Our sincere thanks go to everyone at Great Chart with Singleton Parish Council for continuing to support the work of the Education Team. We are very proud of the positive relationship between the centre and the Parish Council and extremely grateful for the support.

Helen King
Education Officer for Singleton Spaces

Appendix Three

Clerk's Report – November



Welcome to Our New Community Engagement Officer

We are delighted to welcome Catherine as the new Community Engagement Officer. Catherine brings a wealth of experience and a deep understanding of local issues to the role, having previously served the area as a Police Community Support Officer (PCSO). Her extensive knowledge of our community and the challenges it faces will be invaluable as she takes on this new position.

In her capacity as Community Engagement Officer, Catherine will be reaching out to all councillors to arrange individual meetings. These one-to-one sessions will be organised via email, so please ensure you check your inbox regularly. The purpose of these meetings is to gather your suggestions and ideas, which will help to shape and develop the Community Engagement Officer role to best serve our community's needs.

This is an exciting time for the council, as Catherine's appointment presents a significant opportunity to make a meaningful impact within our parish. With her expertise and your input, we have the capacity to bring about positive changes and strengthen the bonds within our community.

Events:

Half term activities: The October half-term has been busy with events. The pump track was installed on Sunday the 19th and, despite the rain, children made use of it. As the weather improved, more and more youngsters were able to enjoy the pump track. It has received an overwhelmingly positive response from the community. It was lovely to see so many children outdoors on their bikes.

The Halloween Craft event was phenomenal. We had green slime and various biscuit decorating tools for the children to use. The event was such a huge success that we had to buy more biscuits to keep up with demand. The café was so busy, they had to open the door and allow overflow into the garden, as there was no space left in the hall. It was a fantastic event—well done to Paula for organising it.

The Eat Well Spend Less event brought in many agencies that offered support to residents with a range of services. There were also bags containing ingredients available for cooking meals.

Kent SLCC Autumn Conference The branch has organised an Autumn conference with Local Government Reorganisation being the main theme. The event was very successful and well attended. The branch received an award for Membership growth. Well done to all.



Training:

Please regularly check the Kent Association of Local Councils website for updates on training. If there

is anything you feel would improve your role as a councillor, please book a place using their Eventbrite website. When booking a place at an event, please do not forget to select payment by invoice and the invoice to be sent to the clerk. If you have issues with accessing the website please email Laura Dyer at manager@kentalc.gov.uk and she will be able to assist you.

Tabling a motion for Parish council meetings: If you would like to request an agenda item, please send a motion at least seven clear days before the meeting via theclerk@greatchartsingleton-pc.gov.uk with the wording you would like to appear on the agenda. Please note, if the motion's wording is not clear, it could be rejected, or you could be requested to resubmit the motion with better wording.

Community Heroes:

I am pleased to say we have two new member signed up for the scheme. As always, if you can, please promote the scheme with your friends and family. More information can be found on the parish council's [website](#).

National Association of Local Councils: If you haven't already please subscribe to [NALC's newsletter](#). It has up to date information relating to the sector as well as news about the latest events.

Reporting: It is very important that if you see a fault, it is reported to the relevant authority immediately so works can be arranged. It is often confusing to know who to report to so if in doubt you can check the Parish Council [website](#) where all the information you need to know is available. Did you know you can use What3Words to pinpoint the exact location of a fault? You can either access it via [the website](#) or download the app to your smartphone.

Social Media: Please like and share our posts on social media so it can reach a wider audience. If you are on Facebook or Instagram ensure you give us a like and follow us 😊