

EDGEFIELD PARISH COUNCIL
Minutes of the Parish Council Meeting held in the Village Hall, Edgefield,
Monday 20th October 2025, 7pm.

Present: Cllr Emma Cletheroe (EC) Chair
Cllr Jackie Cole (JC)
Cllr Melinda Derry (MD)
Cllr Susanne Longe (SL)
Cllr Claire Cletheroe (CC)

Amanda Yacoubian (Clerk)
Cllr A Brown
3 members of the Public

25/142. Chairman's welcome and apologies for absence- Jeremy Goldney – apologies accepted

25/143. To consider any application for co-option to fill vacancies - none

25/144. To receive Statements of Pecuniary or Prejudicial interests for dispensations – none

25/145. To approve the minutes of the Parish Council Meeting of Friday 5th September and Monday 15th September 2025 – Circulated to Councillors on 11th October 2025. On a PROPOSAL by Cllr MD, SECONDED Cllr JC the minutes were approved ALL AGREED.

25/146. To report progress on items not covered elsewhere on the agenda – Letters have been sent to residents as per Highways request regarding hedges encroaching onto Holt Road and obstructing the visibility. The vegetation has been cleared around the bus shelter on Ramsgate Street by EC and AY. A planning amendment has come in for the stable block on Ramsgate Street. SL commented that the lighting may cause an issue, and the word “menage” suggests that there will be more traffic and people around. It seems this will be a more substantial development than originally submitted. As the deadline is 4th November the Clerk will request an extension to the deadline.

25/147. Open Forum – 10 minutes will be allowed for public comment on agenda items only at the start of the meeting – A parishioner mentioned that 2 posts have appeared on Holt Road and another Parishioner asked for more details about sharing the SAM3

25/148. Report from Cllr Andrew Brown - Refer to website for the report. MP Steff Aquarone will be visiting Edgefield on 31st October. EPC offered to help with publicising this but no confirmation has been received and there are only 10 days before the proposed meeting.

25/149. Planning Applications and Decisions

PF/25/1728 - Edgefield - Woodfarm, Plumstead Road, Edgefield – Garage Block and storage for 6 new dwellings – no comment

25/150. FINANCE

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a. To approve the financial statement, (cash book budget, bank statement and bank reconciliation) – emailed to Councillors on 11th October 2025

On a PROPOSAL by Cllr JC, SECONDED by Cllr CC it was AGREED to approve the cash book, budget and bank reconciliation and acknowledge balance at bank. ALL AGREED.

b. To Approve the following payments and receipts

Payments

26/09/2025	£341.17	A Yacoubian	September salary Clerk
26/09/2025	£19.98	Flag "Lest we forget"	
26/09/2025	£54.58	UV protection varnish x 2	
30/09/2025	£6.00	Unity Trust	service charge

Receipts

30/09/2025	£4,320.00	NNDC	Precept
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On a PROPOSAL by Cllr JC, SECONDED by Cllr CC it was AGREED to approve the payments and receipts. ALL AGREED.

25/151 SAM2. To decide on proposal for sharing a SAM3 with Plumstead & Gresham Parish Councils - Funding would be available from NNDC (up to 75%) – The SAM2 has been recovered from Westcotec however it has been decided that the cost of £1,100 refurb would be better used towards a new SAM3. It was agreed to go ahead with this. Clerk to advise to the Chair of Plumstead Parish Council.

25/152. To decide on course of action further to information received from Highways dated 22nd September 2025 and email from MP Steffan Aquarone dated 7th October 2025. It was agreed to go ahead and apply for the signs, clerk to email Highways about the existing incorrect sign, people crossing the road sign etc.

25/153. Email received 4th August from Edgefield Environment Group re S106 monies for The Green and Pond Works - Request to return funds £2,654.23. Edgefield Section 106 Funding PF/15/1221. The PC has not returned the funds as the Section 106 money has already either been spent or allocated. Cllr A Brown suggested arranging a meeting with the Line Manager, Chair & Clerk, ALL AGREED

25/154. To decide on course of action further to Tree Work Decision Notice TW/25/2067 – poplar tree on the green - No Objection. Clerk to instruct Oli Husar – ALL AGREED

25/155. Clerk Report/Correspondence

Assertion 10 – IT policy – ALL AGREED

Email from Highway Ranger Service received 16th September 2025 – ALL AGREED

Induction for Councillors, Cllr MD, Weds 3rd Dec, (£52.00 + £10.40 VAT) – Clerk to email courses to SL

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PMC094 Ramsgate Street, Edgefield, Drainage Scheme - help with contacting Landowner, the landowner has been located and the tenant has given permission to Highways to proceed with the works to improve drainage

Setting the budget for 2026/2027 – CC to go through the budget with the Clerk/RFO

PFR (Property Flood Resilience) engagement pack and questionnaire – Clerk to retain the engagement pack to see if anyone along Rectory Road would benefit

Complete Nationwide Business Savings Account Additional Information Form – form signed by AY, CC and EC, to be returned to Nationwide

25/156.To agree the date of the next meeting - 17th November 2025

25/157. To Close the Meeting – meeting closed at 20.11 pm

Signed as a correct record by:

date: