

**PLUMSTEAD PARISH COUNCIL**  
**Minutes of the Annual Meeting of Plumstead Parish Council**  
**held on Friday 6th February 2026 at 6.30pm in Plumstead Church**

Parish Councillors present: Ruth Campion-Ridge, (Chair), Matt Ridge, Sophie Buck

Parish Clerk: Cherrie Woods

Members of the public: 2

**1. Apologies for Absence**

Cllr Fulford

**2. Declarations of interest**

None

**3. To consider any applications for co-option to the council**

The Clerk confirmed that a notice of vacancy had been published in accordance with the Local Government Act 1972. As no election was requested by electors, the council was able to fill the vacancy by co-option. Following consideration of 1 application, and a vote, it was proposed by Cllr Campion-Ridge and seconded by Cllr Ridge that successful candidate Flora Watkins be coopted on to Plumstead Parish Council. All were in favour. Flora Watkins signed the declaration of acceptance of office and took a seat.

**4. To approve and sign the Minutes of the parish council meeting held on 12th December 2026**

Proposed by Cllr M Ridge and seconded by Cllr Buck and unanimously agreed, previous minutes were approved and signed as a true record.

**5. Open Session for Members of the Public to speak**

A member of the public expressed concern about farming vehicles carrying full loads of crops through the village. He referred to a historical agreement between the parish council and farmers that such vehicles would avoid passing through the village when fully loaded. He also queried whether any feedback had been received from the speed camera on Flagpole Road. The Clerk would investigate both matters and provide an update at the next meeting.

**6. To receive reports from County & District Councillors (for information only)**

None

**7. Finance**

- a) The Clerk presented the financial report and latest bank reconciliation
- b) Payments and receipts included in the financial report were noted
- c) Cllr Ridge presented the 2026 Risk Assessment, which had been carried out by Cllr Fulford and himself. A brief overview was provided, and it was agreed that areas requiring maintenance would be added to the agenda for the next meeting for discussion and any necessary action.
- d) Bank signatory requirements were discussed. The Clerk suggested that having two signatories in addition to the Clerk would strengthen internal controls. It was agreed that Cllr Ridge and Cllr Watkins would be added as signatories.

**8. Agree IT Policy in line with new legislative requirements**

As proposed by Cllr Ridge and seconded by Cllr Watkins, it was agreed to adopt the IT Policy, with all in favour.

**9. Maintenance of Parish Council assets including any updates**

This was discussed under item 7c.

**10. Consider a 'bric-a-brac' event in collaboration with Plumstead Church and agree any actions**

It was confirmed that a joint venture between the Church and the Parish Council would be problematic due to the nature of the proposed arrangement. The Clerk suggested that a donation or grant to the Church may be

a simpler option but advised that there are legislative restrictions when providing funding to religious organisations. Any donation would need to show a clear community benefit. In addition, any profits from a Church event that had received Parish funding could only be used for direct community benefit and not for the Church's general running costs.

A member of the public involved with the Church confirmed that any funds would be used to carry out works which including moving the church font to create space for community use. The Clerk will investigate this further and provide an update at the next meeting.

**11. Items for next agenda/late items for discussion**

- Bus shelter
- Pond

**12. Date of next meeting**

22<sup>nd</sup> May 2026

**Confidential Matters**

TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 FOR CONFIDENTIAL MATTERS

None

Meeting closed at 19.44