

Throwley Parish Council

Minutes of the Meeting of the Parish Council

Held on Tuesday 20th May 2025 at 6.00pm at St Michael & All Angels Church, Throwley

Present:

Adam Jastrzebski	(TPC Chairman)
Di Lintott	(TPC Councillor)
Paul Furneaux	(TPC Councillor)
Francess Wilson	(TPC Councillor)
Sarah Jane Tormey	(TPC Councillor)

25.05.01 Election of Chairman

Cllr Adam Jastrzebski was proposed as chairman, this was unanimously accepted by all members present.

25.05.02 Apologies to be received and approved

The Chairman opened the meeting and welcomed all attendees.

Apologies were received from: Cllrs: Alan Murphy; Emma Brown

25.05.03 Declarations of Interest and Dispensation

There were no declarations relating to items on the agenda.

25.05.04 Confirmation of Minutes of the last Parish Council Meeting

The minutes of the Throwley Parish Council meeting held 25th March 2025 were accepted and signed as a true record.

25.05.05 Public Forum

No members of the public were in attendance. No items had been brought to the attention of Councillors.

22.05.06 Actions from previous meeting

- Village sign - An artist and a blacksmith has been identified for the production of the new sign. Di is currently waiting for a quote from the Blacksmith for the works and will report back to the PC.
Cllr Furneaux confirmed that he had spoken with Ed Lynch who is happy to erect the sign and he will also provide a quote for this. The sign will be made in galvanised steel and located in the same place.
- Throwley Clean Up – The current laminated map is in the noticeboard but it is not great quality. The current map is A2 size, Di will confirm this and then the clerk will enquire if the Borough Council can provide a new one.
- Defibrillator Training – The PC agreed that, if the 6th June is not a feasible date for the defib training with Community Lifesavers, the clerk should seek an alternative date and report back to the PC for confirmation.

- As Sarah and Paddy have decided to step down from managing the Throwley website and the resident email distribution list, an alternative solution is now required.

The Chairman confirmed that the new website, using the official “.gov.uk” domain, is operational. However, the content requires updating to ensure that all relevant documents are both current and easily accessible.

Councillor Jastrzebski indicated that, due to other time commitments, he is unable to undertake this task. It was therefore suggested that a volunteer be sought from among the village residents to take on the responsibility.

With regard to the email list, Councillor Jastrzebski had approached an individual who expressed willingness to assist, but who does not currently have an email address suitable for this type of communication.

Councillor Francess proposed that a WhatsApp group might serve as a suitable alternative to the existing email list. The group would act as a virtual noticeboard allowing residents to opt in if they wished to receive updates. It was further suggested that the group should be managed by authorised administrators, with representatives from key community organisations—namely, Throwley Parish Council, Friends of Throwley Church, Throwley Church Council, and Throwley Events Association—each responsible for posting notices relevant to their respective areas.

The Parish Council expressed its sincere thanks to Sarah and Paddy for their dedicated service to the community through the management of the website and email communications.

- Devolution – No further updates.
- Throwley Broadband – Nothing to report
- Deeds of Throwley Forstall Green – These have been passed to the clerk.

25.05.07

Planning Matters

There were no planning matters for consideration by Throwley Parish Council at this meeting. It was noted that all planning matters are forwarded to Councillors via email and dealt with as they arise.

25.05.08

Financial Matters

Bank Balance

The bank balance and bank reconciliation had been distributed to all members of the PC prior to the meeting. As of May 2025, the bank balance stands at £6,893.66. Receipts included: £2,113.00 precept

Invoices for Payment

£215.89 Hugofox Website Hosting Annual Payment
£222.24 Kalc Annual Subscription
£214.00 Zurich Insurance Premium

Councillors agreed the payment of the above invoices.

Transactions approved since February 2025

16-May-25	06:18	Direct Debit (EDF ENERGY)	A-37A607C6-001	-18.92	6893.66
06-May-25	06:26	S/O to: Marie-Ann Norris	CLERK SALARY	-132.6	6912.58
30-Apr-25	18:58	Service Charge		-6	7045.18
25-Apr-25	06:17	SWALE COUNCIL	SWALE BC	2113	7051.18
16-Apr-25	06:16	Direct Debit (EDF ENERGY)	A-37A607C6-001	-42.08	4938.18
07-Apr-25	06:23	S/O to: Marie-Ann Norris	CLERK SALARY	-132.6	4980.26
01-Apr-25	07:53	Direct Debit (EDF ENERGY)	A-37A607C6-001	-75.14	5112.86
31-Mar-25	18:58	Service Charge		-6	5188

EDF Energy Monthly Direct Debit

The Clerk reported that the current EDF Energy tariff is nearing its end. The Chairman noted that, as energy usage by Throwley Parish Council is minimal, the primary consideration when selecting a new tariff should be the standing charge rather than the unit rate.

Accordingly, the Chairman requested that the Clerk investigate and confirm whether the tariff recommended by EDF offers a low standing charge. The Clerk will look into this and report back.

25.05.09 Approval of AGAR Documentation

The Annual Governance Statement 24/25 was received a signed by the Chairman.
The Certificate of Exemption was received and signed by the Chairman and the RFO
The Annual Internal Report was received and signed by the Chairman and the RFO
The Accounting Statement for 24/25 was received and signed by the Chairman RFO
The Period of Public Rights were agreed by the Parish Council.

25.05.10 Approve Dates for Future Meetings

The dates for future meetings were agreed:

Monday 21st July 2025.

Monday 15th September 2025

Monday 17th November 2025

25.05.11 Any Other Business

The PC agreed that they will approach the owners of Moggy's cabin informally regarding the footpath.