

LITTLE CHART PARISH COUNCIL

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MINUTES 64

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Little Chart on Tuesday 16 January 2018 at 7.30 pm

PRESENT: Mr R Brasier (Chair), Miss J Ladds Mr C Beck, Mr A Diebel and Mr S Rivolta

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 4 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations of Significant Interest.

i) Updating of Declarations of Interest for the Code of Conduct

The Clerk reminded Councillors that they should update their Declarations of Interest with the Monitoring Officer if necessary.

3. ACCEPTANCE OF MINUTES

The minutes of the previous, meeting, held on 14 November 2017 were accepted and it was unanimously agreed that Mr Brasier should sign them as a true record of the meeting.

Proposed Mr Rivolta

Seconded Mr Beck

4. VILLAGE RESPONSIBILITIES

HGV Signs

The signs have been installed. One at the junction with Pluckley Road at Pincushion and one by the bridge over the Great Stour at The Swan Public House.

Damage/Erosion of the Plantation

The cost for 10 posts to match those at The Swan Inn will be £1500.00.

Resolution: Councillors unanimously agreed not to install the bollards but to proceed with Beech Hedging as previously considered.

[Since the meeting, Councillors have reversed their decision to plant a beech hedge and to revert to the bollards solution. Reasons will be explained at the next meeting].

Mr Diebel will contact Oakover Nurseries for advice and report back.

Mrs Bell will be asked to hold the funds allocated to us from her member grant until we have an estimate of the cost and can apply for the grant.

The Forstal

Nothing to report.

Village Hall and Surrounding Area – Tarmac in front of Hall

Resolution: Councillors unanimously agreed to accept the quotation to re-tarmac the area of roadway in front of the hall, as it is considered to be a safety hazard, as follows: -

Scope of works –

Sweep clean area and remove any greenery as necessary

Treat area with an Amenity Glyphosate 360 weed killer to manufacturer's instructions

Cut new vertical joints to all existing thresholds and seal inside vertical face with hot pitch or joint sealant whichever the most suitable for the local environment

Adjust all ironworks; manhole cover and frames to suit new proposed finished surface level as necessary

Spray entire area to be resurfaced with tack coat K140 grade to BS434 (.05 ltr per m²) forming an adhesive key for new surface

Supply and lay a regulating course as necessary to all surface undulations

Roll to compact with a mechanical vibrating roller ready to receive final surface

Supply and lay to a nominal depth of 30mm an ac10 125pen dense bitumen macadam surface course – black in colour

Roll to compact as previous, leaving site clear and tidy

We are able to undertake and complete these works including plant, labour and materials for the sum of £1,680.00 plus vat at the current rate

All materials will be laid and compacted to BS EN 13108-1 Department of Transport specification for Highway Works.

Proposed Mr Brasier

Seconded Mr Diebel

Resolution: Councillors also agreed to purchase 4 Aluminium Composite Caution Signs to warn users of the hall of the uneven surface.

Proposed Mr Diebel

Seconded Mr Beck

Mr Diebel took the quotation, which was in his name, and the cheque to send to Viking Signs as he is going to instruct them to prepare the invoice in the name of Little Chart Parish Council, in order for us to be able to reclaim the VAT.

Bus Shelter/Notice Board

Action regarding bus shelter postponed. Please see below.

Footpaths

Nothing to report.

Speed Cameras

A grant of £1200 is available to Parish Councils taking part in Community Speedwatch, towards the purchase of a speed sign. The Clerk will express an interest on behalf of the Parish Council.

Little Chart Church

The Diocese is considering closing the Church and has asked for help from the Parish.

The PCC is hoping to have another meeting with the Parish Council in a few weeks.

Bus Route

KCC has listed route 123 as being one which may be axed.

Tenders for Grass Cutting for 2018 Growing Season

Two Tenders have been received: -

	A	B
To carry out grass cutting around the village hall including box mowing the Community Garden, 8 times per year.	443.04	
To carry out grass cutting around The Plantation, 8 times per year.	369.20	
To cut highway verge 4 times per year	73.84	
To flail cut highway verge twice per year	73.84	
To cut Little Chart Churchyard, 8 times per year	590.72	
To cut the perimeter of the multi-use games area and the lower grassed area 4 times per year.	147.68	
TOTAL	1698.32	1727.44

for a 3 year contract

Resolution: Councillors unanimously agreed to accept the quote from Company B for the growing seasons 2018, 2019 and 2020.

Proposed Mr Brasier

Seconded Mr Rivolta

5. **PLANNING**

Please see attached list.

Any other matters concerning Planning in Little Chart

No other matter was raised.

6. **LITTLE CHART RECREATION AREAS**

MUGA – Management and Maintenance

Nothing to report.

Damage to the Surface of the MUGA

The repairs to the MUGA have been carried out and Powernetworks invoiced for £315.00.

7. **MATTERS ARISING**

There were no Matters Arising not covered on the agenda.

8. **PUBLIC INTERVAL**

The Members of the Public did not raise any issues.

9. **CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS**

Correspondence

HMRC re VAT

Clerk and Councils Direct

The Bank of Ireland

Email Correspondence – all forwarded to Councillors

Southern Water – The representative will be asked to come and give a presentation at a Parish Council meeting.

Bank Reconciliation as at last Bank Statement

Opening Balance	18651.71	Balance per Bank – No 1 account	£22133.13
Plus Receipts	<u>7013.97</u>	Less uncleared cheques	<u>2267.00</u>
	25665.68		19866.13
		Plus uncleared credit	<u>0.00</u>
Less Payments	<u>5799.54</u>		19866.13
Balance	<u>19866.14</u>	Plus No 2 Account	<u>0.01</u>
			19866.14
Less earmarked funds	<u>7106.05</u>		<u>7106.05</u>
AVAILABLE FUNDS	<u>12760.09</u>	AVAILABLE FUNDS	<u>12760.09</u>

Earmarked Reserves

000	Bal 14.11.17	+/- Dec/ Jan	Bal 16.01.18
Capital Expenditure	5233.00		5233.00
Bus Shelter	2000.00		2000.00
MUGA Cleaning Surface	503.05	- 630.00	-126.95
	7736.05	-630.00	7106.05

Accounts to be Paid

PAYEE	CHQ NO	DETAILS	NET £	VAT £	GROSS £
Mrs J Batt	439	Salary General Admin	213.20 39.49	0.22	252.91
S Insole	440	Installing HGV Signs	284.94		284.94
	441	Cancelled Cheque			
CST Ltd	442	Grounds Maintenance	719.71	143.94	863.65
Trevor May	443	Cleaning MUGA	630.00	126.00	756.00
Clive Stanley	444	Webmaster Services	91.00		91.00
Viking Signs Ltd	445	2 x Caution Signs	41.71		41.71

Proposed Mr Diebel Seconded Miss Ladds**Confirmation of Budget and Setting of Precept for 2018/2019**

The precept request was sent to ABC and confirmation of receipt has been received.

Insurance

The Council has a Long-Term Agreement with Aviva, through Came & Co until 31 May 2020. Miss Ladds confirmed that all is in order with the policy.

Website**Webmaster's Report, January 2018****Parish Websites - Recent Denial of Service Attack**

Over the New Year period, I tried to view the parish council website but was unable to. On re-trying a few hours later and also the following day, the parish website was still not displaying. As I knew it affected a small number of similar Kent Parishes websites, I lodged a Service Desk Enquiry with EIS/KCC. They responded early in 2nd January 2018 stating there had been a concerted Denial of Service (#) attack against them. The websites affected were back on-line during the day of 2nd January, worked properly and I could logon to work on them satisfactorily.

I asked EIS Service Desk for a short report detailing what the problem was. EIS responded to me:-

"The DoS attack was targeting a particular WordPress endpoint originating the

Ukraine, Albania and Brazil. These attacks were not really targeted against the Kent Parish Councils but against WordPress in general. We have already made changes to the sites to prevent this endpoint from being used in the same way in the future (now only accepts connections from authorised users only). Our Infrastructure team is continuing to monitor the traffic hitting the sites to keep an eye on the issue.

"You do not need to do anything further."

Wikipedia informs us thus:-

"In computing, a denial-of-service attack (DoS attack) is a cyber-attack where the perpetrator seeks to make a machine or network resource unavailable to its intended users by temporarily or indefinitely disrupting services of a host connected to the Internet. Denial of service is typically accomplished by flooding the targeted machine or resource with superfluous requests in an attempt to overload systems and prevent some or all legitimate requests from being fulfilled.

"In a distributed denial-of-service attack (DDoS attack), the incoming traffic flooding the victim originates from many different sources. This effectively makes it impossible to stop the attack simply by blocking a single source.

"A DoS or DDoS attack is analogous to a group of people crowding the entry door or gate to a shop or business, and not letting legitimate parties enter into the shop or business, disrupting normal operations."

2018 Dates

Despite 2018 being only a few days old now, I want to let you know early that I have a number of holidays arranged. Where possible I will endeavour to set up cover but there may be some periods when the parish website is not refreshed as promptly as normal. For your information, my known absences are:-

26/2 to 9/3; 14/5 to 25/5; 2/7 to 6/7; 13/8 to 31/8; 15/10 to 18/10.

Webmaster Service Price Adjustment

May I please give you advance notice about an adjustment of my webmaster service discounted price. With effect from 1st April 2018 the rate changes from £26.00 per hour to £28.00 p/h. You will recall the previous adjustment was in January 2016.

The Clerk will send Mr Beck's details to Mr Stanley for inclusion on the website

Risk Assessment

Nothing new to report.

Transparency

Councillors were asked to monitor the website to ensure that we continue to meet the requirements for the Transparency Code.

Proposed Briefing and Lobbying ‘Open Letter’ to the Minister of State for Housing and Planning

Nothing new to report.

**10. PARISH REPORTS
Borough Councillor**

Mrs Bell was unable to attend the meeting

KALC

Nothing to report.

11. ITEMS TO BE REPORTED TO KENT HIGHWAY SERVICES/PROW

Large pothole outside the Terrace

Large pothole 50 yards further down towards the pub

Multiple Potholes other side of Plantation

The plinth on the bridge across the Great Stour has been damaged.

12. FORUM FOR INFORMATION BETWEEN COUNCILLORS

The next meeting is due to be held on 13 March 2017.

Mr Beck suggested circulating a questionnaire asking for residents’ thoughts about the village. He will produce a draft for the next meeting.

Mr Diebel will attend the Village Hall Committee meeting tomorrow and will inform the Committee that the Parish Council has accepted the quotation to resurface the area at the entrance the hall, but has agreed to defer repairs to the corner of the hall until a decision has been made about the future of the church. He informed councillors that the Village Hall Committee is considering refurbishing the toilets.

There being no other business the meeting closed at 8.58 pm.

Signed..... Dated
R Brasier, Chairman

LITTLE CHART PARISH COUNCIL

PLANNING APPLICATION RECORD

2017

JANUARY 2018

17/01772/AS Office building at Ford Mill, The Street, Little Chart, Ashford, Kent TN27 0QA
Prior approval for the change of use from B1 office to 1no C3 residential unit
Parish Council: Support

17/01861/AS Thatch, Ram Lane, Little Chart, Ashford, Kent TN27 0PU
Proposed 3 bay detached oak framed garage
Parish Council: Support although the garage looks rather large and consideration needs to be given due to its proximity to what we understand to be the conservation area

Decision Notices received from ABC

17/01567/AS Annexe at Brook Farm, Calehill Road, Little Chart, Ashford, Kent TN27 0ES
Erection of a PVC double glazed single storey conservatory
Borough Council: Permit