

LITTLE CHART PARISH COUNCIL

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MINUTES 67

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Little Chart on Tuesday 10 July 2018 at 7.30 pm

PRESENT: Mr R Brasier (Chair), Miss J Ladds, and Mr A Diebel
Rev Jack Bateson and Mr Kevin Moon for part of the meeting

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present, for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for absence was received from Mr C Beck (prior commitment) and Mr S Rivolta (work commitment).

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.

Councillors agreed to discuss Item 4 at this point.

3. ACCEPTANCE OF MINUTES

The minutes of the previous, meeting, held on 8 May 2018 were accepted and it was unanimously agreed that Mr Brasier should sign them as a true record of the meeting.

Proposed Miss Ladds

Seconded Mr Diebel

4. **VILLAGE RESPONSIBILITIES**

This discussion took place prior to the acceptance of minutes.

Rev Bateson and Mr Moon explained that the diocese does not want to close Little Chart Church, but other uses for the building on non-church days are being looked at.

They explained that the PCC's financial position would allow them to install a new heating system, kitchen and toilets but they were approaching the Parish Council to see whether they would be open to the possibility of decommissioning the village hall and using the church for community activities, which would then enable the PCC to apply for more extensive grant funding to upgrade and extend the building.

The advantages and disadvantages of this suggestion were discussed and it was eventually agreed by all present that Rev Bateson and Mr Moon would report the thoughts of the council back to the PCC and draw up a questionnaire, in which various proposals for the renovation of the church building would be put to all residents along with the financial implications and their opinion sought as to the best way forward. The questionnaire will be prepared in time for the September meeting of the parish council.

Damage/Erosion of the Plantation/Speed Signs

Councillors were very disappointed to only be offered £750 from our County Councillor from his Members Grant towards the cost of these projects,

After discussion councillors agreed to shelve the project to protect the plantation and to accept the grant and earmark it towards cost of the speed signs, which will be purchased as soon as our finances allow. The Clerk will confirm with KCC that we can do this.

Councillor Bell will be asked whether she would be able to contribute from her Ward Members Grant. If she agrees the Clerk will forward the form to Councillor Diebel

The Clerk will ask the Internal Auditor whether the installation of bollards or flashing speed signs would count as capital expenditure.

The Forstal

Nothing to report.

Village Hall and Surrounding Area – Tarmac in front of Hall

The tarmac has been treated and councillors are satisfied with the result.

A letter will be sent to the occupier of The Cottage asking him to replace the missing fence panels. If he fails to do so the Parish Council will have no alternative other than to arrange for the missing panels to be replaced and send him the bill. He will also be asked to cut back the undergrowth at the front of the property as it is causing a traffic hazard.

Structural Work required to Village Hall

Nothing to report.

Village Hall Insurance

Although the Parish Council does not insure the hall the asset value should be increased to £375,000.00.

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**

The tennis net is in place all the time and locked, meaning the court cannot be used for anything other than tennis.

Trevor May needs to complete the work to the surface. It was agreed that councillor Diebel will liaise with him regarding the water supply needed. They will need to take a meter reading before and after completing the work and reimburse the resident.

EDF has still not paid their 50% of the bill. The Clerk will follow up again.

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**

Ashford Citizens Advice
Seafarers UK
Carers Support
Clerk and Councils Direct
HAGS

Email Correspondence – all forwarded to Councillors

Councillors did not bring any emails to the attention of the council.

Bank Reconciliation as at last Bank Statement

Opening Balance	16109.50	Balance per Bank – No 1 account	£18748.12
Plus, Receipts	<u>4163.27</u>	Less uncleared cheques	<u>277.82</u>
	20272.77		18470.30
		Plus, uncleared credit	<u>0.00</u>
Less Payments	<u>1802.46</u>		18470.30
Balance	18470.31	Plus No 2 Account	<u>0.01</u>
			18470.31
Less earmarked funds	<u>7506.05</u>		<u>7506.05</u>
AVAILABLE FUNDS	10964.26	AVAILABLE FUNDS	10964.26

Earmarked Reserves

	Balance 16.01.18	+/- May	Balance 08.05.18
Capital Expenditure	5233.00		5233.00
Bus Shelter	2000.00		2000.00
MUGA Budget 18/19	-126.95	400.00	273.05
	7106.05	400.00	7506.05

Accounts to be Paid

PAYEE	CHQ NO	DETAILS	NET £	VAT £	GROSS £
Mrs J Batt	457	Salary General Admin Expenses	164.22 40.07 4.00	1.33	209.62
HMRC	458	Income Tax	68.20		68.20
Clive Stanley	459	Webmaster Services	111.00		111.00
Information Commissioner	460	Registration Fee	40.00		40.00

Proposed Mr Brasier**Seconded Miss Ladds****Data Protection****Councillors instructed the Clerk to register with the Information Commissioners Office.****Adoption of Policies suggested by Setswana****Resolution: Councillors unanimously agreed to adopt the following:****Staff Privacy Policy****General Privacy Policy****Habitual Vexatious Complaints – Telephone****Habitual Vexatious Complaints****Document Retention Policy****and to forward the****Data Processor Questionnaire to Mr Stanley, Mr Robbins, HMRC and PKF Littlejohn and the Privacy Consent form as necessary****Proposed Mr Brasier****Seconded Miss Ladds****Adoption of Updated Standing Orders****Resolution: Councillors unanimously agreed to adopt the updated Standing Orders****Proposed Mr Brasier****Seconded Mr Diebel**

Insurance

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

Website

Nothing to report.

Risk Assessment

Mr Brasier will complete a Risk Assessment due in September.

Transparency

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

10. PARISH REPORTS

Borough Councillor

Mrs Bell was not in attendance.

KALC

Nothing to report.

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

The trench across the road outside of TN27 0QF in line with the farmer's water trough

A request will be submitted to Kent Highways asking for the speed through the village to be reduced to 20 mph.

12. FORUM FOR INFORMATION BETWEEN COUNCILLORS

The next meeting is due to be held on 11 September 2018.

There being no other business the meeting closed at 9.20 pm.

Signed..... Dated

R Brasier, Chairman

LITTLE CHART PARISH COUNCIL

PLANNING APPLICATION RECORD

2018

JULY 2018

18/00859/AS 1 Calehill Gardens, Calehill Road, Little Chart, Ashford, Kent, TN27 0QG
Replacement building to provide 1no. holiday let unit and small office/garden study
Parish Council: Support

Decision Notices received from ABC

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
Borough Council: Prior Approval Given

18/00130/AS Hurst Mill Cottage, Ram Lane, Little Chart, Ashford, Kent TN25 4LT
Erection of stables and associated hardstanding for the keeping of horses
Parish Council: Support
No doubt the development will take into consideration that the proposed stables and hard standing could be on a flood plain
Borough Council: Permit – Mins July 18

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