

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL  
HELD ON THUR 1<sup>st</sup> OCTOBER 2015 AT 7.30pm AT GREAT MONGEHAM PARISH HALL**

**Present:** Councillors            T Madgwick (Chairman)            I Lawrence            G Dunne  
   P Hambrook                            A Hughes-Edwards    J Gatland

S Wells Clerk to the Parish Council

**1. APOLOGIES**

Cllr T Ridyard. Dist Cllr S Manion

**2. DECLARATIONS OF INTEREST.**

None received.

**3. MINUTES OF LAST MEETING**

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 3<sup>rd</sup> Sept 2015 are duly signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**Actions from the Annual Parish Meeting held on 5<sup>th</sup> Mar 2015**

Street Lights - It was agreed that Cllr Manion should be asked to look into this and ask KHS to provide appropriate lights for the parish.

Cllr Manion had been informed that because of limited budgets the lights would not be swapped out unless faulty. It was agreed he would go back to KHS and ask what the cost of replacing the lights would be.

**Action Cllr Manion ongoing**

**Review of Council Procedures**

To review and adopt appropriate procedures – All the below can be found on the PC Web Site

a) Standing orders – Last full review 2011

b) Financial regulations 2011 - New model regulation were produced by KALC in Oct 2014

RESOLVED the above should be reviewed in full now that new models had been produced. However, it was agreed the review should be deferred until the new bank account is in place.

**Action Sarah Wells Ongoing**

**Highways**

*Style on the ED54, near the Ripple Road* – Cllr Hughes-Edwards had emailed PROW, she was still waiting for a response and would chase.

**Action Cllr Hughes-Edwards ongoing**

**Police Report**

The Clerk had emailed PCSO Edwards asking for more information on some of the incidents in the Parish. He had responded given some additional information.

**Action Discharged**

**Planning Applications**

DOV/15/00850 – This application has been added to the agenda for discussion later in the meeting.

**Highways**

**Speed Watch** – The Clerk had spoken to the Clerk at Worth PC and the members at Eastry PC about a joint Speed Watch scheme. Eastry had been keen to form a partnership, however Worth were not in a position to join the partnership.

**Action Discharged**

Grant for Speed Watch equipment – The criteria for this grant had changed and it was no longer suitable.

**Action Discharged**

**Forthcoming Events**

*Speed watch training 15th Sept* - Unfortunately no one from Great Mongeham had been able to attend.

**Action Discharged**

*Briefing on Operation Stack and Manston for Town and Parish Council Mon 28th Sept 6.00pm DDC offices*- Cllr Madgwick had attended.

**Action Discharged**

**Finance**

*Unity Bank* – The Clerk had prepared the application forms for signature.

**Action Discharged**

*Councillor Roles and responsibilities* – This was down for discussion later in the meeting.

**Action Discharged**

**6. REVIEW NOMINATION OF ROLES**

As the roles were allocated in June before the Council was at full strength, a review was undertaken with a view to sharing the roles more evenly.

**Role**

a)	Footpaths Officer	Cllr Hughes-Edwards
b)	Tree Warden	Cllr Hambrook
c)	Village Fete Co-ordinator	Cllr Ridyard
d)	Councillor Responsible for Finance	Cllr Dunne
e)	KAPC Reps x 2	Cllr Madgwick
f)	Parish News and Roundup rep	Cllr Madgwick

RESOLVED Cllr Dunne to take over from Cllr Madgwick as Councillor responsible for Finance

**7. PLANNING****a) Planning Applications**

To consider any application presented to the Council prior to the meeting.

**i) DOV/15/00850**

**Proposal:** Erection of a two storey and single storey side extension (existing garage to be demolished)

**Location:** 164 Mongham Road, Great Mongeham.

RESOLVED no objection to this application.

**ii) DOV/15/00848**

**Proposal:** Erection of a single and two storey extensions (existing extension and conservatory to be demolished)

**Location:** Viewside, Northbourne Rd, Great Mongeham

RESOLVED no objection to this application.

iii) Any other application received prior to the meeting

**b) Planning Decisions**

None received.

**c) Correspondence**

None received.

**d) Consultation Documents**

None received.

**8. REPORTS**

To receive written or verbal reports from:-

- a) County Councillor – No report given.
- b) District Councillors

Cllr Kenton gave a report including information on the Dover Town Centre regeneration. He also answered some questions about waste collection.

- c) Council members

Cllr Madgwick gave a report about the plans for operation stack to use Manston airfield.

**9. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) Speed Watch Update

The Clerk has spoken to the administrator of the Police Commissioner grant which may be used for speed watch equipment. One of the criteria for grant funding is that the equipment must be used at least 4 times a week, and they expect this to be achieved by sharing the equipment between 4 Councils. They are also expecting the PC to make a contribution towards the equipment.

Neither Deal TC nor Worth PC currently have an active speed watch scheme so they are not at a stage to apply for grant funding, even if they were, sharing between 4 PC raised some serious logistical problems.

Nonington Parish Council own a SID unit and are willing to lend it to Great Mongeham and Eastry Parish Councils. The Chairman to arrange a meeting with the Clerk and Nonington PC to sort out the details.

**Action Cllr Madgwick**

- b) KCC Highways and Transportation Survey 2015

Cllrs Dunne and Hughes-Edwards to complete the questionnaire.

**Action Cllrs Dunne and Hughes-Edwards**

**10. CORRESPONDENCE**

To discuss and agree actions relating to correspondence received by the Council.

- a) **Consultation Documents**

- i) KCC Mineral and Waste Local Plan 2013-30 – Proposed Modifications
- ii) House of Lords – Call for written evidence – Select committee on national policy for the built environment.

The above were noted by the members.

- iii) KCC Consultation – Street Lighting

Cllr Dunne to respond on behalf of the Council.

**Action Cllr Dunne**

- iv) Home Office Consultation – Reforming the powers of police staff and volunteers

Cllr Madgwick to respond on behalf of the Council.

**Action Cllr Madgwick**

- v) NALC Survey – National Improvement Strategy

- b) **News letters and Circular**

None received.

- c) **Other Correspondence**

- i) Commonwealth Flag Day
- ii) Local Government Boundary Commission – Kent Further Draft Recommendation – Sevenoaks.

Noted by the members, no action required.

**11. FORTHCOMING EVENTS****a) Council Events**

To discuss and agree actions relating to events organised by the Council.

- i) Annual Fete – Future Ownership

This had not yet been discussed by the Parish Hall Committee.

- ii) Carols round the tree & Xmas

Cllr Hambrook to check with the Great Mongeham Society about the refreshments for this event.

**Action Cllr Hambrook.**

**b) Outside Events**

To discuss and agree actions relating to outside events

- i. KHS Parish and Town Council – 5th Nov 9.30am at The Spitfire Ground, Canterbury

Noted by the members.

**12. FINANCE**

To discuss and agree actions relating to any financial correspondence presented to the Council.

- a) Unity Bank Information – To complete bank mandate

The members completed the mandate forms. The Clerk to contact Cllr Ridyard to get her to sign the form.

**Action Sarah Wells**

- b) Speed Watch equipment – Total Cost £1945 + £25 delivery

The members had agreed to borrow the equipment from Nonington PC.

- c) Transparency Fund for smaller authorities – Under 25k turnover

Noted by the members, the Clerk to attend a training event 16<sup>th</sup> Oct 2015.

**Action Sarah Wells**

- d) Grant Applications

- i) Great Mongeham Dance and Theatre Club

RESOLVED a Grant of £191.00 should be made to the Great Mongeham Dance and Theatre Club for a MP3/IPOD DOCK The Clerk to inform the club and arrange for the cheque to be drawn at the next meeting.

**Action Sarah Wells**

- ii) 1st Great Mongeham Brownies

The application was discussed. The members were of a mind to make a grant payment, however they did not feel a grant towards running costs was appropriate. The Clerk to contact the Brownie leader to see if a particular project or event was being planned.

**Action Sarah Wells**

- d) Clerks Salary – Review of hours worked

The Clerk reported that she was working more hours that contracted. It was agreed she should keep a record of her hours for the next two months then submit a report to the members.

**Action Sarah Wells**

- f) Zurich Municipal – Increase in Insurance Premium Tax

Noted by the members.

**13. PAYMENTS**

To resolve the approval of payments presented at this meeting

			<b>Cheque No</b>
a)	£198.91 Clerks Salary Sep 25 x 10.527	263.18	101073
	Pension contribution 5.5%	-14.47	
		248.71 taxable Pay	
	H M Rev & Customs	-49.80	
		<b>198.91</b> Clerks Pay	
b)	£49.80 H M Rev and Customs		101074
c)	£55.53 Kent County Council – Pension Contribution		STO
	Clerk 5.5%	14.47	
	Council 15.6%	41.06	
		<b>55.53</b>	

**14. DATE OF NEXT MEETING**

The next meeting of the Council will be on Tuesday 3<sup>rd</sup> Nov 2015 at the meeting room at St Martins Church.

**Scheduled dates.**

3rd Dec 2015

4th Feb 2016

3rd Mar 2016

7<sup>th</sup> Apr 20165<sup>th</sup> May 2016

The meeting closed at 9.00pm