

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL  
HELD ON THURSDAY 4<sup>th</sup> FEB 2016 AT 7.30pm AT GREAT MONGEHAM PARISH HALL**

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

S Wells Clerk to the Parish Council Dist/County Cllr Manion 2 members of the public

**1. APOLOGIES**

Cllr I Lawrence & Dist Cllr Kenton

The meeting was closed so that members of the public could speak. A member of the speed watch team presented a case for the purchase of a new SID device to be used by the Great Mongeham Speed Watch Teams. The meeting reopened at 7.45pm

**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> Dec 2015 are duly signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**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.

It was agreed that Cllrs Dunne, Madgwick and the Clerk should meet to discuss. Cllr Dunne to inform the Clerk of his availability. **Action Cllr Dunne**

**Highways**

*Style on the ED54, near the Ripple Road* – Cllr Hughes-Edwards had spoken to the PROW officer and been told that there were over 600 styles in Kent in need of work, Cllr Hughes-Edwards had pointed out that this case was safety critical, she will continue to monitor the situation.

The members were unhappy with the lack of support for PROW, Cllr Manion gave Cllr Hughes-Edwards a contact in PROW. Cllr Hughes-Edwards to pursue. **Action Cllr Hughes-Edwards**

*Bollard junction Cherry Lane and Northbourne Rd* – KHS had given permission for the bollards to be installed. The Clerk had obtained two quotes for this work. **Action Discharged**

*Church Path* – The Clerk had obtained a quote to clear the entire length of Church Path once the leaves have finished dropping. **Action Discharged**

**Reports**

**a) County Councillor**

Cllr Manion's report to the Annual Parish Meeting had been added to the Parish Council web site as it included this information. **Action Discharged**

**Finance**

*Landscape services – Ground Maintenance 2016* – The quote had been accepted. **Action Discharged**

*Clerks Salary Review* – The Clerk had calculated the payments based on the hours agreed at the last meeting. **Action Discharged**

*2015/16 Budget talks* – The Clerk had produced a draft budget for discussion. **Action Discharged**  
DDC had not provided information on the tax base or level of the housing benefit offset grant yet so it was not possible to hold detailed Precept talks. These will now take place at the February 2016 Meeting.

*Cancellation of Standing order at HSBC* – The Standing Order had been cancelled. **Action Discharged**

## 5. POLICE REPORT

No police report had been received, the Clerk informed the members that there had been a change of PCSO, however no official notification of this had been received. The Clerk to contact the community police team to ask for a report. **Action Sarah Wells**

## 6. PLANNING

### a) Planning Applications

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

#### i) [DOV/15/01293](#)

**Proposal:** Erection of detached house with associated vehicular access

**Location:** Land Adj to St Martins, Nothbourne Road, Great Mongeham CT14 0HD

One letter of objection had been received about this application. Although the members sympathised with the objections, they could find no material planning consideration on which to object to this application.

RESOLVED no objections should be raised.

#### ii) [DOV/15/01275](#)

**Proposal:** Erection of a single storey rear extension, front and rear dormer roof extension, construction of pitched roof to existing rear extension (existing conservatory and side and rear extension to be demolished)

**Location:** Viewside, Northbourne Road, Great Mongeham CT14 0LD

RESOLVED no objections should be raised.

### b) Planning Decisions

None received.

### c) Correspondence

None received.

### d) Consultation Documents

None received.

## 7. REPORTS

To receive written or verbal reports from:-

### a) County Councillor

Cllr Manion informed the meeting that KCC budget talks were in progress and that a 4% rise was being discussed. 2% for normal operations and 2% for adult social services.

### b) District Councillors

Cllr Manion informed the meeting that DDC are taking on more apprentices. DDC budget talks will start soon.

**c) Council members**

Cllr Madgwick had attended the Town and Parish Council meeting on the 18<sup>th</sup> Jan, he gave a brief report, including information of resilience planning.

**8. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) Email ref new Street lights – response to the enquiry from Cllr Manion.

KHS are going to replace all street lamps with LED lamps over the next few years, all lights will be of the same design. **Action Discharged**

**9. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) Highways England – Proposed Permanent M20 Lorry Area – Stakeholder briefings
- ii) Kent MWLP 2013-30 Proposed further modification
- iii) Lower Themes crossing route consultation 2016 – Have your say
- iv) Consultation on a draft revision to the DDC statement of community involvement
- v) GCLG Consultation – National Planning policy on proposed changes
- vi) Kent Police Consultation Council Tax Precept 2016/17
- vii) Public consultation – Managing Freight vehicles through Kent

The above were noted by the members.

- viii) DDC Consultation RE – Snow warden scheme

The Clerk to respond to the consultation.

**Action Sarah Wells**

**b) News letters and Circular**

- i) Clerks and councils direct
- ii) KALC Parish News

**c) Other Correspondence**

- i) Beacon Celebrations – Queens 90<sup>th</sup> Birthday

After some discussion it was agreed that no action should be taken.

- ii) KCC Community awards scheme –

Deadline passed no nominations received.

- iii) New Year honours 2017 – request for nominations

- iv) Local Government Boundary Commission – Electoral Review – Final Recommendation

The above were noted by the members.

- v) Sandwich Sports and Leisure Centre Trust

The Clerk to responded, and say that once firms plans had been drawn up they would be happy to comment. **Action Sarah Wells**

**10. FORTHCOMING EVENTS**

**a) Council Events**

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

- i) Set date for Annual Parish Meeting

It was agreed the APM should take place on Thur 7<sup>th</sup> April at 7.30pm. The Ordinary Parish Council meeting to take place at 6.00pm.

As Resilience Planning was being encouraged by DDC it was felt that a speaker on the subject would be a way of getting people interested. The Clerk to contact DDC resilience team. **Action Sarah Wells**

In addition KCC, DDC and Speed Watch reports to be included as well as the Chairman report and a Finance update. The Clerk to prepare a draft agenda. **Action Sarah Wells**

Cllr Hughes-Edwards to organise the refreshments.

**Action Cllr Hughes-Edwards**

### **b) Outside Events**

To discuss and agree actions relating to outside events

- i) KALC Dover Area Committee Meeting Wed 27<sup>th</sup> Jan 2016
- ii) Kent Heritage Trees Project – Sat 30<sup>th</sup> Jan 2016 11am – Sevenoaks
- iii) DDC Annual Town and Parish Event – 18<sup>th</sup> Jan 2016
- iv) KALC – Training event Jan – Mar 2016
- v) Planning conference – 7<sup>th</sup> March 9.30am – Lenham
- vi) Chairman Conference – 26<sup>th</sup> Feb 9.30am – East Malling

The above were noted by the members.

- vii) Lord Lieutenant of Kent – Civic Reception Thu 15 March 2016 11am Maidstone

The Chairman did not wish to attend, the Clerk to RSVP.

**Action Sarah Wells**

## **11. FINANCE**

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

- a) New Bank Account

RESOLVED salaries to be paid by Standing Order in future.

- b) Thank you card from 1st Gt Mongeham Brownies
- c) Provisional Local Government Finance settlement – Referendum Principles

The above were noted by the members.

- d) Legal Topic Note – Procurement
- e) LTN – Public Contract regulations 2015

To be taken into account when Finance regulations are discussed.

- f) Purchase of Speed Display Unit

RESOLVED the Parish Council should purchase a Speed Indicator Device. The total cost of the device will be £2145. The Clerk to seek grant funding from the KCC members fund before making the purchase.

**Action Sarah Wells**

- g) Quotes for bollards – Top Cherry Lane

Two quotes had been received to install 3 wooden bollards at the top of Cherry Lane to prevent vehicles parking on the grass.

RESOLVED the quote for £171.00 should be accepted.

**Action Sarah Wells**

- h) Quote for Clearance of Church Path

A quote to clear all of Church path had been obtained, the quote broke the path down into 4 sections with a price for each section. Cllr Hughes-Edwards said some parts of the path were not too bad.

RESOLVED Cllr Hughes-Edwards to check the path and inform the Clerk which sections of the quote should be accepted. Total cost for all sections would come to £328. **Action Cllr Hughes-Edwards**

- i) Budget V Actual to 31-12-15

RESOLVED the accounts should be adopted by the Council.

- j) Predicted Outturn 2015/16

- k) Draft Budget 2016/17

RESOLVED the draft budget should be adopted by the Council.

