

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL
HELD ON THURSDAY 3rd MARCH 2016 AT 7.30pm AT GREAT MONGEHAM PARISH
HALL**

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

S Wells Clerk to the Parish Council Dist Cllr Kenton

1. APOLOGIES

Cllr T Madgwick & Dist/County 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 4th Feb 2016 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

Standing Orders & Financial Regulations – These had been reviewed by Cllr Dunne, Cllr Madgwick and the Clerk. **Action Discharged**

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.

Cllr Hughes- Edwards had spoken to the PROW officer again and explained the situation she is waiting for him to come back to her. She will continue to monitor. **Action Cllr Hughes-Edwards Ongoing**

Police Report

The Clerk had contacted the police and the new PCSO had been in touch. **Action Discharged**

Correspondence

DDC Consultation RE – Snow warden scheme – The Clerk had responded. **Action Discharged**

Sandwich Sports and Leisure Centre Trust - The Clerk had responded. **Action Discharged**

Forthcoming Events

Annual Parish Meeting – DDC resilience team have agreed to speak at the meeting. The Clerk had produce a draft agenda. **Action Discharged**

Cllr Hughes-Edwards to organise the refreshments. **Action Cllr Hughes-Edwards**

Lord Lieutenant of Kent – Civic Reception – The Clerk had responded. **Action Discharged**

Finance

Purchase of Speed Display Unit – The KCC member's grant of £500 had been approved and paid. The Clerk had ordered the Speed Indicator Device. **Action Discharged**

Quotes for bollards – Top Cherry Lane – The Bollards had been installed. **Action Discharged**

Request from Great Mongeham Dance Club for additional grant funding – The Clerk had respond. **Action Discharged**

Quote for Clearance of Church Path - Cllr Hughes-Edwards had inspected the path, she said sections B & C should be cleared. The Clerk to inform the contractor. **Action Sarah Wells**

5. PROCESSES AND PROCEDURES

To discuss and if agreed adopt the following document

a) Finance Regulations

RESOLVED the Finance Regulations dates March 2016 be adopted by the Council. The Clerk to send a hard copy to all members. **Action Sarah Wells**

b) Standing Orders

Standing order 15 b (i) to discuss delivery of meeting summonses, post or email.

RESOLVED meeting summonses should be delivered by post to Councillors home address.

RESOLVED the Standing Orders Dated March 2016 be adopted by the Council. The Clerk to send a hard copy to all members. **Action Sarah Wells**

6. POLICE REPORT

Reports only sent if there is a problem in the area. No report received.

7. PLANNING

a) Planning Applications

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

No applications received.

c) Planning Decisions

To note any planning decisions

- i) DOV/16/00053 – Granted permission – Certificate of lawfulness – Wynchwood, 3 Ashton Close, Great Mongeham

Noted by the members

d) Correspondence

To discuss any correspondence related to planning

- i) DOV/15/00829 – Outline Application 14 dwellings – Land to the rear of Dairy Mews, Mongheam Rd – This application has been treated as withdrawn

Noted by the members

e) Consultation Documents

None received.

8. REPORTS

To receive written or verbal reports from:-

a) County Councillor

Cllr Manion had sent his apologies

b) District Councillors

Cllr Kenton gave a report including information on the Dover harbour consultations, Dover town centre development and the Dover Leisure Centre consultation.

c) Council members

No reported received.

9. HIGHWAYS

There was concern about the state of the footpath in the parish. KCC Public Rights of Way continue to cut mowing services. The Clerk informed the meeting that other Parishes had taken over the maintenance of footpath. KCC would give the Parish the money they would have paid a contractor to cut the paths. It

was agreed the Clerk should contact KHS to see how the process would work. **Action Sarah Wells**

10. CORRESPONDENCE

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

a) Consultation Documents

- i) DDC Hackney Carriage and Private Hire Licensing Policy 2016-2021

Noted by the members.

b) News letters and Circular

- i) KALC Parish News
- ii) NALC bulletin

Noted by the members.

c) Other Correspondence

- i) KALC/KRT Community Resilience and Emergency Planning Workshops

Noted by the members.

- ii) UK Power Networks – Priority Service Register (PSR)

It was agreed this should be publicised via the Village News Letter, the clerk to put the information on the back of the agenda flyer. **Action Sarah Wells**

11. FORTHCOMING EVENTS

a) Council Event

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

- i) Annual Parish Meeting - Agree Agenda

The draft agenda was discussed and agreed. The Clerk to produce 500 A5 copies by 20th March.

Action Sarah Wells

b) Outside Event

To discuss and agree actions relating to outside events

- i) First Aid Training – Free – Monday 21st March 7.00pm to 9.00pm - Dover
- ii) KALC Health and Safety Accreditation – 16th Jun 2016 – 9.30am Lenham Community Centre
- iii) Dover District Neighbourhood Forum – Road Safety and Traffic – Tuesday 8th March, East Langdon Parish Hall. Doors Open 7pm

The above were noted by the members.

12. FINANCE

Nothing to discuss, year end accounts to be prepared in early April.

13. PAYMENTS

RESOLVED the following payments should be made.

a. £218.87 Clerks Salary February	STO	UT
b. £54.70 HM Rev and Customs	STO	UT
c. £61.08 KCC Pension contributions	STO	UT
d. £201.00 Bollards Top of Cherry Lane	101096	HSBC

14. DATE OF NEXT MEETING

To confirm the date and time of the next meeting of the Parish Council

Scheduled dates.

7 th Apr 2016 Ordinary meeting at 6.30pm	Annual Parish Meeting at 7.30pm		
19 th May 2016 (St Martins Church)	2 nd Jun 2016	7 th Jul 2016	1 st Sept 2016
6 th Oct 2016	3 rd Nov 2016	1 st Dec 2016	

The meeting closed at 8.20pm