

b) Actions from the Annual Parish Meeting 7th April 2016

Further questions were asked about the wall that is still in a state of disrepair, it was requested that the wall be listed. Sue Carr from DDC said she would ask DDC building control officers the current situation with the wall. Please see her response below.

The Head of Assets and Building Control, Martin Leggatt, states that they have responded to any reports of danger and will continue to do so. He has contact details for the owner, who previously has responded quickly to remove any danger and it is the owner's responsibility to keep it safe. If it were a DDC wall we would carry out a monitoring programme.

His view is that currently the wall is safe but will deteriorate from the top and from time to time small areas of brickwork will become loose – at which point action will be needed to remove the potential danger. He has also informed me that it is a curtilage listed structure, requiring listed building consent to be demolished.

7. COMMITTEE SELECTION

To select membership of the following committees

- a. Risk assessment Committee

RESOLVED a risk assessment committee is no longer required now the Council is no longer responsible for the fete. In future the Council risk assessment would be produced by the Clerk and presented to full Council for review.

8. NOMINATION OF ROLES

RESOLVED the following Councillors would undertake the roles as below:-

- a) Footpaths Officer - Cllr Hughes-Edwards
- b) Tree Warden – Cllr Lawrence, supported by Cllr Hambrook
- c) Councillor Responsible for Finance – Cllr Dunne
- d) KAPC Reps x 2 - Cllrs Dunne and Madgwick
- e) Parish News and Roundup rep – Cllr Madgwick

9. 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 March 2016
- b) Financial regulations – Last Full review March 2016
- c) Complaints procedure
- d) Freedom of Information 2000 request handling
- e) Data Protection Act 1998 request handling
- f) Press and Media request handling

RESOLVED the above should be adopted for the following year.

10. PLANNING

a) Planning Applications

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

- i) **DOV/15/01276**

Proposal: Erection of a part two storey and first floor front extension

Location: Flint Cottage, 111 Mongeham Road, Great Mongeham, CT14 9LJ

RESOLVED no objections should be raised to this application.

- ii) **DOV/16/00440**

Proposal: Certificate of Lawfulness (Existing) for the construction of a swimming pool |

Location: Ivy House, Church Path, Mongeham, CT14 0HH

RESOLVED no objections should be raised to this application.

b) Correspondence

None received.

c) Consultation Documents

None received.

11. REPORTS

To receive written or verbal reports from:-

- a) County Councillor**
- b) District Councillors**
- c) Council members**

No reported received.

12. RESILIENCE PLANNING

To discuss the possible development of a community emergency plan

- a) Community Emergency Plan performer

RESOLVED the Council should support the production of a Community Resilience Plan, but that local people must be involved in the process.

RESOLVED Cllr Madgwick to take the lead on this process, he will arrange a public meeting to get local people involved.

Action Cllr Madgwick

13. HIGHWAYS

To discuss and agree actions relating to highways issues

Cllr Dunne reported that one of the Street Lights on Northbourne Road (020) had been hit by a vehicle and disconnected by UK Power Networks, the post had been taken down, the hole had been filled in, however the post had been left on the verge by the side of the road. The sharp bend sign had been located on this post and was now missing. The Clerk to report to UK Power Networks and KHS.

Action Sarah Wells

14. CORRESPONDENCE

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

a) Consultation Documents

None received.

b) News letters and Circular

- i) Clerks and Councils Direct
- ii) KALC Parish News

Noted by the members.

c) Other Correspondence

- i) DDC _ Call for Brown Fields Sites
- ii) Neighbourhood Forum Meeting Rep
- iii) Queens 90th Birthday Party Street Parties

Noted by the members.

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

Nothing to discuss at this time.

b) Outside Events

To discuss and agree actions relating to outside events

- i) 2016 Police Parish Forum invitation – 29th June

Cllr Madgwick to attend on behalf of the Council.

Action Cllr Madgwick

16. FINANCE

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

- a. Request from Parish Hall Committee to release grant for the new roof

The Parish Hall committee have secured a grant of £20,000 for the replacement of the Hall roof, this together with other grants and their own funds means they are ready to proceed with the work and have asked for the £1000.00 from the PC to be released.

RESOLVED the £1000.00 granted in Sept 2015 should be released to the Village Hall Committee.

- b. Grant Application – Queens Birthday celebrations

After some discussion it was agreed that more information was required before a final decision could be made. The Clerk to contact the applicant. **Action Sarah Wells**

- c. Grant Application – Slow Down In GT Mongeham

The application did not include full project costs, and the applicant was not part of a fully constituted organisation with a bank account. The Clerk to ask for more details. **Action Sarah Wells**

- d. Response from Unity Bank ref complaint about fees

RESOLVED the unity account should be retained, however more members need to be able to undertake online banking.

RESOLVED Cllr Dunne authorisation level should be changed from view and submit to view and authorise. **Action Sarah Wells**

- e. Grant Application – Transparency Fund for Smaller Authorities

RESOLVED a grant application should be made to cover staff costs for the financial year 2016/17.

Action Sarah Wells

- f. Draft Risk assessment for 2016-17

RESOLVED the Risk assessment produced by the Clerk should be adopted by the Council.

17. PAYMENTS

To resolve the approval of payments presented at this meeting

- | | |
|--|--------|
| a. £218.87 Clerks Salary Apr | STO |
| b. £54.70 HM Rev and Customs | STO |
| c. £61.08 KCC Pension contributions | STO |
| d. £1000.00 Great Mongeham Parish Hall – Roof Fund | BACS |
| e. £165.00 Footpath Clearance | 300005 |

18. DATE OF NEXT MEETING

The next meeting of the Council will be the ordinary meeting on Thursday 2nd June 2016.

Scheduled dates.

7th Jul 2016 1st Sept 2016 6th Oct 2016 3rd Nov 2016 1st Dec 2016

The meeting closed at 8.44pm