

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL
HELD ON THURSDAY 9th MAY 2019 AT 7.30pm AT THE MEETING ROOM, ST MARTINS
CHURCH, GREAT MONGEHAM**

Present: Councillors J Gatland (Chairman) C Saville I Lawrence
T Ridyard (Part) Kate Solley (Part) Richard Solley (part)

S Wells Clerk to the Parish Council

Cllrs Gatland, Saville and Lawrence signed there declarations of acceptance of office.

1. ELECTION OF CHAIRMAN

RESOLVED that councillor Gatland become Chairman. Proposed by Cllr Saville and seconded by Cllr Lawrence.

Cllr Gatland signed the declarations of acceptance of office.

2. ELECTION OF VICE CHAIRMAN

RESOLVED that councillor Lawrence act as Vice Chairman. Proposed by Cllr Saville and seconded by Cllr Gatland.

3. APOLOGIES

None received.

4. PARISH COUNCIL VACANCIES

Following the election the Parish Council has four vacancies. Three candidates had put themselves forward and were in attendance at the meeting. Three other expressions of interest had also been received.

RESOLVED Tracey Ridyard should join the Council as a co-opted member.

Cllr Ridyard signed the declarations of acceptance of office.

RESOLVED Kate Solley should join the Council as a co-opted member.

Cllr K Solley signed the declarations of acceptance of office.

RESOLVED Richard Solley should join the Council as a co-opted member.

Cllr R Solley signed the declarations of acceptance of office.

The final vacancy was discussed the Clerk to contact one of those that had expressed and interest to see if they would definitely like to be considered. **Action Sarah Wells**

5. DECLARATIONS OF INTEREST

None received.

6. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 4th April 2019 are duly signed by the Chairman as a true and correct record of the meeting.

7. ACTIONS FROM THE LAST MEETING

Planning

Concern ref the Church Farm Buildings, Mongeham Road – The Clerk had tried to contact the planning officer to ascertain the status of the application, however she had been told the officer is on long term sick leave. She was now waiting for the planning manager to get back to her. **Action Sarah Wells ongoing**

a) Consultation Documents

None received.

Finance

Opening of Savings Account Unity Trust – The Clerk had returned the application form.

Action Discharged

The Bank had asked for additional information from one of the signatories.

8. RISK ASSESMENT

The draft risk assessment was distributed to the members for discussion at the next meeting.

Action Cllrs & Sarah Wells

9. NOMINATION OF ROLES

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

- a) Footpaths Officer – Cllr J Gatland
- b) Tree Warden – Cllr I Lawrence
- c) Councillor Responsible for Finance – Cllr C Saville
- d) Parish News and Roundup rep – TBD

10. REVIEW OF COUNCIL PROCEDURES

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

- a) Standing orders – New Standing adopted in 2018
- b) Financial regulations – Last Full review march 2016
- c) Complaints procedure
- d) Freedom of Information 2000 request handling
- e) GDPR
- f) Press and Media request handling

RESOLVED the above should be adopted for the coming year.

11. PLANNING

a) Planning Applications

To discuss and agree comments on planning application

i) DOV/18/00764

Proposal: Erection of 35 houses, formation of new access road, associated landscaping including demolition of Stalco Engineering Buildings, former squash courts and no. 126 Mongeham Road. Off-site highway works to include a pedestrian build-out (amended plan received)

Locations: Stalco Engineering Works And Land R/O And Including 126 Mongeham Road Great Mongeham CT14 9LL

RESOLVED the Council would object to this application on the grounds that it was reducing the amount of on street parking by four spaces and that the entrance to the site is substandard.

ii) DOV/19/00262

Proposal: Erection of shed/summer house (retrospective)

Location: Church House Northbourne Road Great Mongeham CT14 0HD

RESOLVED no objections should be raised to this application.

iii) DOV/19/00345 & DOV/19/00346

Proposal: Single storey glazed link to facilitate conversion of existing annexe accommodation (former stable building) and existing hobby building to an independent dwelling. External alterations include: insert new access gate to boundary wall. Insert first floor structure to building A (former stable) to form roof storage. Insert staircase & 1 no rooflight, re position 2no rooflights. Insert Flue to east elevation. Amend window and door patterns to west elevation incorporating bi folding door. Remove & insert new

partitions to form link corridor.

Location: Champlains Well 220 Mongeham Road Great Mongeham CT14 9LP

RESOLVED no objections should be raised to this application.

b) Planning Decisions

To note any planning decisions

- i) DOV/18/01361 - Erection of a detached dwelling, garden/cycle storage with associated parking a vehicular access -Land At Silver Hill Northbourne Road Great Mongeham CT14 0LB – permission granted.

c) Correspondence

None received.

d) Consultation Documents

None received.

12. REPORTS

To receive written or verbal reports from:-

- a) **County Councillor**
- b) **District Councillors**

No Cllrs present and no written reports received.

c) Council members

Cllr Saville reported that only 3 speed watch sessions had taken place since Jan 2019, more volunteers are required.

13. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Dover Bus Pilot Briefing

Cllr Saville gave an update on the pilot buss scheme.

- b) KHS – Asset Management – Forward Planning Works Programme 2019/20

Noted by the members.

14. CORRESPONDENCE

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

a) Consultation Documents

None received.

b) Newsletters and Circular

- a) KALC News
- b) Clerks and Council Direct
- c) Rural Matters
- d) Kent Police – Rural Liaison Team News

Noted by the members.

c) Other Correspondence

None received.

15. FORTHCOMING EVENTS

a) Council Event

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

b) Outside Event

To discuss and agree actions relating to outside events

i) Town & Parish Councils – VE DAY 75 – 8th May 2020

It was agreed the parishes involvement in the celebrations should be discussed at a future meeting.

ii) Dynamic Councillor Learning Event

Noted by the members.

16. FINANCE

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

a) £218.00 Parish Council Insurance quotes

The Clerk reported that she had asked if the brokers admin fee of £50 could be reduced as the actual premium is only £150.00. She is waiting for a responses from the insurers. If no reduction is possible the members resolved to pay the full cost.

b) Fete sponsorship

RESOLVED the Parish Council would pay up to £130 to hire the assault course or bouncy castle at this year's fete.

17. PAYMENTS

RESOLVED the following payments should be paid.

a) £218.00 Parish Council insurance

18. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary Meeting on 6th June 2019.

Scheduled Dates :	4 th Jul 2019	12 th Sept 2019	3 rd Oct 2019	7 th Nov 2019
	5 th Dec 2019			

The meeting closed at 8.41pm