

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL  
HELD ON THURSDAY 6<sup>th</sup> JUNE 2019 AT 7.30pm AT THE PARISH HALL, GREAT  
MONGEHAM**

**Present:** Councillors J Gatland (Chairman) C Saville P Swales (Part)  
T Ridyard Kate Solley Richard Solley

S Wells Clerk to the Parish Council

**1. APOLOGIES**

Cllr I Lawrence

**2. PARISH COUNCIL VACANCIES**

Following the election the Parish Council has one vacancy.

RESOLVED Penny Swales should join the Council as a co-opted member.

Cllr Swales signed the declaration of acceptance of office.

**3. DECLARATIONS OF INTEREST**

None received.

**4. MINUTES OF LAST MEETING**

RESOLVED the minutes of the Annual Meeting of the Parish Council held on 9<sup>th</sup> May 2019 are duly signed by the Chairman as a true and correct record of the meeting.

**5. 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**

**6. RISK ASSESMENT**

The members had reviewed the Council risk assessment document and had not changes to make.

RESOLVED the Risk Assessment document should be adopted by the Council. See Appendix A

**7. PLANNING**

**a) Planning Applications**

To discuss and agree comments on planning application

**i) DOV/19/00602**

**Proposal:** Erection of single storey front and side extensions (existing conservatory to be demolished)

**Location:** 9 St Francis Close Deal CT14 9LS

RESOLVED the Council had no objections to this application.

**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

Cllr Manion gave a brief report including information on the bus pilot and funding to fight fly tipping.

### b) District Councillors

Cllr Richardson gave a report including information on the Town Centre grants and Armed Forces survey.

### c) Council members

Cllr Saville reported that only one speed watch survey had been undertaken this month.

## 9. HIGHWAYS

To discuss and agree actions relating to highways issues

### a) Dover Bus Pilot Briefing

Cllr Saville reported that the bus pilot starts on Monday 10<sup>th</sup> Jun, copies of the timetable had been delivered with the Parish News Letter.

The next stage would be an additional late afternoon service that would start on the 30<sup>th</sup> Sept and run for six months. This would need to be funded by the three councils and would only go ahead if funding was agreed. Each Council will have to pay between £2000 and £3000 for the six months.

RESOLVED in principle the members were happy to pay for this service, but only if the scheme is being used by local parishioners.

## 10. CORRESPONDENCE

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

### a) Consultation Documents

None received.

### b) Newsletters and Circular

None received.

### c) Other Correspondence

i) Kent Police Rural Liaison Team report

ii) Kent Household Waste recycling centre consultation

Noted by the members.

## 11. FORTHCOMING EVENTS

### a) Council Event

Nothing to discuss at this time.

### b) Outside Event

To discuss and agree actions relating to outside events

i) Kent Digital Accessibility Conference – University of Kent – 6<sup>th</sup> June 9.30am

ii) Community Housing and Self-build – Tuesday 18<sup>th</sup> Jun 2019

iii) KALC Community & Social Media Network – Sat 22 Jun – 9.30am Langton

The above were noted by the members.

iv) KALC Dover Area Committee – 26<sup>th</sup> Jun 7.15pm – Phoenix Centre Sandwich

Cllr Saville to attend.

**12. FINANCE**

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

- a) 2018/19 year end accounts

RESOLVED the account should be adopted by the Council.

- b) Audit Form Section 1

- i) Consider the findings of the review by the members meeting as a whole  
ii) Approve the Annual Governance Statement by resolution in advance of approving the Accounting Statements.

RESOLVED the Annual Governance Statement was approved by the Council.

- c) Audit Form Section 2

- i) Consider the Accounting Statements by the members meeting as a whole;  
ii) Approve the Accounting Statements by resolution; and

RESOLVED the Accounting Statements was approved by the Council.

- iii) Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval is given.

The Chairman signed the Annual return.

- d) Certificate Of Exemption – AGAR 2018/19 Part 2

As the Council meet the exemption criteria there is no need for a limited assurance review or to submit an Annual Governance and Accountable Return to the external auditor.

- e) Inflatable hire – Fete

Cllr Ridyard informed the members that the inflatable was going to cost an additional £30, so £180.00.

RESOLVED the additional £30 should be paid.

- f) Grant Application £100.00 Great Mongeham Society – Voice recorder

RESOLVED the grant of £100.00 should be made.

**13. PAYMENTS**

RESOLVED the following payments should be made.

a) £45.00 Deposit Inflatable Hire – Fete	Paid Between meetings
b) £226.91 Commercial Services – Green mowing	BP
c) £67.20 Village Hall flower boxes	BP
d) £12.00 Hall Hire – St Martins Church	300014
e) £100.00 Great Mongeham Society	300015
f) £135.00 Inflatable Hire remainder – Fete	BP

**14. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary Meeting on 4<sup>th</sup> Jul 2019

Scheduled Dates : 12<sup>th</sup> Sept 2019 3<sup>rd</sup> Oct 2019 7<sup>th</sup> Nov 2019 5<sup>th</sup> Dec 2019

The Parish Hall is not free on the 12<sup>th</sup> Sept – The Clerk to book the Church meeting room.

**Action Sarah Wells**

The meeting closed at 8.35pm