

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL
HELD ON THURSDAY 3rd September 2020 AT 7.30pm. VIRTUAL MEETING**

Present: Councillors J Gatland (Chairman) C Saville P Swales R Solley K Solley
J Jones Clerk to the Parish Council 1 Member of the public
County Cllr S Manion

1. APOLOGIES

Cllrs T Ridyard, I Lawrence & Dist Cllrs Oliver Richardson & Martin Bates

The meeting closed at 7.32pm so that members of the public could speak. A member of the public expressed concern that Church Farm Buildings, Mongeham Road, Great Mongeham, CT14 9LR was a dangerous structure as it is derelict and the site is insecure as the perimeter fencing has been breached. It was reported that on 31st August an illegal party was held there which resulted in inebriated youths, the police being called and a WPC being assaulted, leading to arrests. The member of the public was concerned that the owners should be contacted to make the building safe.

The Clerk would contact DDC planning department to report the dangerous structure.

Action Joanna Jones

The meeting re-opened at 7.42pm.

2. DECLARATIONS OF INTEREST

None received.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 2nd July 2020 are duly agreed, and would be signed by the Chairman as a true and correct record of the meeting. A typographical error was identified in the minutes of the Ordinary Meeting of the Parish Council held on 4th June 2020, this is to be corrected by Joanna Jones and would be signed by the Chairman as a true and correct record of the meeting

Action Joanna Jones

4. ACTIONS FROM THE LAST MEETING

NEW WEBSITE

Councillor Profiles – Sarah Wells has informed DDC and the Parish magazine of the change of website name and address. The Cllrs still need to let Cllr Saville know the contact details that they are willing to be displayed on the website. The clerk is using the new Netwise email address, the Chairman doesn't wish to use the Netwise Chairman's email address, but to continue with his personal email address for Parish business.

Action Ongoing all Cllrs

HIGHWAYS

Community Payback Scheme – Joanna Jones made contact to see if the scheme could be used for clearing footpaths, cleaning signs and collecting litter in the parish. In order for the scheme to be used toilets and hand washing facilities would need to be made available and a site meeting would need to be held. The clerk will contact the Parish Hall to investigate whether toilet and hand washing facilities could be used before contacting the Community Payback Scheme.

Action Joanna Jones

5. CORONAVIRUS UPDATE

a) Information from DDC, KCC and Central Government

All emails received in connection with the Coronavirus had been forwarded to Council members as received. The situation changes frequently and the information is fluid in nature. NALC and SLCC

continue to strongly advise local councils to continue to meet remotely without the need for face to face contact.

6. PLANNING

a) Planning Applications

To discuss any planning applications received prior to the meeting.

i) Licence application Civil Marriages & Civil Partnerships – The Old Rectory Great Mongeham

Proposal: A licence to hold civil marriages and civil partnerships

Location: The Old Rectory Mongeham Church Close Great Mongeham CT14 0HL

This application had been seen between meetings, the members had strongly objected to the application on the following grounds, St. Martin's Church next door already holds weddings, The Old Rectory is in a Conservation area and the application for change of use to Dover District Council for a wedding and events venue is still outstanding, traffic congestion on the narrow single track close, lack of parking at the venue, excess noise, disruption and nuisance for local residents, disturbance of bats and the fact that there are various other wedding venues within a 5-12 mile radius.

ii) **DOV/20/00900**

Proposal: Variation of Condition 2 (approved plans) of planning permission DOV/18/01361 to allow changes to approved design (application under Section 73).

Location: Silver Hill Northbourne Road Great Mongeham CT14 0LB

RESOLVED no objections were raised to this application.

iii) **DOV/20/00589**

Proposal: Change of use of land for wedding and events venue with marquee, erection of a single storey outbuilding (existing brick built garden shed to be demolished) - amendment

Location: The Old Rectory Mongeham Church Close Great Mongeham CT14 0HL

RESOLVED the council objected to this application on the following grounds, the siting of a wedding and events venue here would lead to traffic problems for local residents as Mongeham Church Close is a single track, narrow residential close, there were also concerns that noise generated by the entertainment and guests would be unfair for local residents. The Old Rectory is in a Conservation area and is a listed building and the Councillors felt it was the wrong place for such a venue.

iv) **DOV/20/00905**

Proposal: Erection of a single storey front extension

Location: 7 St.Edmunds Road Deal CT14 9UQ

RESOLVED no objections were raised to this application.

v) **DOV/20/00901**

Proposal: Erection of a single storey side and rear extension

Location: 149 Mongeham Road Great Mongeham CT14 9LL

RESOLVED no objections were raised to this application.

vi) **DOV/20/00519**

Proposal: Erection of a detached annexe for ancillary use for gym/hobby room (existing outbuilding to be demolished) (amended plans received)

Location: Farm Cottage Cherry Lane Great Mongeham CT14 0HG

RESOLVED the council objected to this application on the following grounds, the annexe would overlook the neighbours, it would be too big, going from one storey to two storeys and out of keeping with the area.

vii) **DOV/20/00933**

Proposal: Erection of a gazebo

Location: The Old Rectory Mongeham Church Close Great Mongeham CT14 0HL

RESOLVED the Parish Council strongly objected to this application as they believe this structure would be out of keeping with the Conservation Area that The Old Rectory is within and out of keeping with a listed Building. The Parish Council are also concerned that the Gazebo structure is required to facilitate the change of use of land for a wedding venue which they also object to on the grounds of the siting of a wedding venue here would lead to traffic problems for local residents as Mongeham Church Close is a single track, narrow residential close and there also concerns that noise generated by the entertainment and guests would be unfair for local residents. It was felt to be the wrong place for such a venue.

b) Planning Decisions

None received.

c) Correspondence

i) KALC Training event – Kent Planning White Paper Information Event – 11th September
Cllr Saville to attend, Clerk to book his place.

Action Joanna Jones

ii) Friends of Betteshanger – response to proposed housing development at Betteshanger Country Park
Noted by the members

d) Consultation Documents

i) Allington Integrated Waste Management Facility Consultation

ii) Changes to the current planning system, Planning for the future, Transparency & Competition: a call for evidence on data on land control

Noted by the members

7. REPORTS

To receive written or verbal reports from:-

a) County Councillor

Cllr Manion reported on the strain being put on the resources of Kent County Council by the increase in volume of unaccompanied asylum seekers, KCC have appealed to the Government to find a better response. KCC believe that Magistrates are being too lenient with punishments for fly tippers and are urging Magistrates to ensure that the punishment should reflect the impact on the community. Cllr Manion explained that the Parish Council were invited to take part in the Allington waste facility consultation as it is a waste to energy plant that processes waste from all over Kent.

b) District Councillors

Cllrs Richardson & Bates had sent an emailed report.

c) Council members

Cllr Saville reported on the Pilot bus scheme which is being extended indefinitely and Speed Watch, which is currently unable to take place.

d) PCSO

The Parish Council Monthly update had been emailed

8. HIGHWAYS

KCC had given notice that Vale Road, Sutton would be closed to through traffic on or after 3rd September 2020 for up to 5 days. Noted by members and Cllr Saville would put on website.

Action Cllr Saville

9. CORRESPONDENCE

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

a) Consultation Documents

- i) LGA Consultation on the Draft Code of Conduct
- ii) Kent Downs AONB Management Plan Consultation
- ii) NALC Consultation – EPC4 - Communities framework and the devolution white paper

Noted by the members.

b) Newsletters and Circular

- i) KALC Chief Executive Bulletin & News
- ii) NALC Chief Executive Bulletin
- iii) Weekly pothole data
- iv) Inside Track KCC – Sources of funding
- v) Kent & Medway Renewal & Recovery Strategy – Kent & Medway Economic Partnership
- vi) Roger Gough – Final Update Information Bulletin
- vi) NHS – Community Bulletin
- vii) Kent Police – Fraud updates

Noted by the members.

c) Other Correspondence

- i) Reporting Nuisance Motorcycling – Kent Police & DDC Community Safety Unit

Noted by the members

ii) Parish Hall – documents & risk assessment meeting to be held before bookings authorised
The clerk had completed all relevant paperwork and attended the risk assessment meeting in order to be able to book the parish hall for meetings, but the decision between meetings was made to continue with virtual meetings until the official guidance changes.

- iii) Action with Communities in Rural Kent membership– support services – membership of this organisation was discussed but members felt the existing KALC membership was sufficient.

- iv) KALC Health & Well Being Workshops – 3rd & 9th Sept

Noted by the members

- v) KALC Clerk's Conference – 24th September

The Clerk will attend the Conference, paid for by Woodnesborough Parish Council.

- vi) KALC Dynamic Councillor Module – 1st Oct

Cllr Kate Solley will attend, clerk to book her place.

Action Joanna Jones

vii) Electric vehicle charging points – the Cllrs thought that the KCC project to place more charging points in local areas was a good one, but as the council doesn't own any land to site them on the clerk would forward this information to the Parish Hall

Action Joanna Jones

10. FORTHCOMING EVENTS

a) Council Event

Face to face or Zoom Parish Council meetings - following official guidance, it was agreed between meetings that meetings would continue to be conducted remotely and that a Zoom package would be purchased.

b) Outside Event

To discuss and agree actions relating to outside events
Carol singing and the Christmas tree to be added to the next agenda

Action Joanna Jones

11. FINANCE

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

- a) KALC – Various business grants available for Parish Councils – Small Business Grant Fund
& Local Authority Discretionary Grant Fund

Noted by the members

- b)HMRC working from home allowance – increased from £18 to £26 per month from April 2020

RESOLVED the HMRC working from home allowance from April 2020 should be adopted and used by the council.

- b) 2020-21 National Pay Scales agreed for Clerk's salary – backdate to 1st Aug

RESOLVED the National Pay Scales for 2020-21 should be adopted and used by the council.

d)Unity Trust Bank A/c & Barclaycard– update Internet bank users & account signatories/authorisations

RESOLVED Joanna Jones to be set up as an internet bank user and admin/key contact for Unity Trust Bank A/c and account signatories and internet banking users who are no longer parish councillors as well as Sarah Wells to be removed from the Unity Trust Bank Account. Joanna Jones to prepare forms, two Councillors who are account signatories to authorise.

Action Joanna Jones & Account Signatory Councillors

RESOLVED Joanna Jones to be added as an authorised signatory and key contact for the Barclaycard credit card and Sarah Wells to be removed. Joanna Jones to prepare forms, Councillors who are account signatories to authorise.

Action Joanna Jones & Account Signatory Councillors

e)Anything to add to next year's budget - it was agreed that a repairs contingency to be included in next year's budget for the new equipment purchased for the clerk. The clerk reported that the new equipment costs had been split between the three Parish Councils as follows: Great Mongeham – mobile phone, Eastry – computer, laser printer and monthly costs of landline & contract for mobile phone, Woodnesborough –laminator, shredder, software and anti-virus for computer, monitor and wireless keyboard.

Action Joanna Jones

12. PAYMENTS

RESOLVED the following payments should be authorised.

- a) £65.60 HMRC August
- b) £103.58 Pension Contributions Aug
- c) £419.00 Mobile phone EE – Mr MAW Jones
- d) £115.10 Zoom - Mr C Saville

Paid Between Meetings

- a) £297.20 Clerks Salary July
- b) £67.40 HMRC Jul
- c) £114.98 Pension contributions Jul
- d) £137.99 Clerk's expenses & reimbursements
- e) £262.88 Clerks Salary August
- f) £1000 Grant for Parish Hall
- g) £316.39 KALC – Annual subscription
- h) £318.71 Commercial Services Trading Ltd – Grounds Maintenance
- i) £25.00 Barclaycard – Audit fee
- j) £18.00 Unity Trust Service Charge

13. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary Meeting on 1st October 2020 at 7.30pm.

Scheduled Dates: 5th Nov 2020 3rd Dec 2020

The meeting closed at 8.36pm.