

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL  
HELD ON THURSDAY 7<sup>th</sup> JULY 2022 AT 7.30pm AT GREAT MONGEHAM PARISH HALL**

**Present:** Councillors J Gatland (Chairman) I Lawrence T Ridyard C Saville R Solley P Swales

J Jones Clerk to the Parish Council County Cllr S Manion

**1. ELECTED CHAIRMAN**

Councillor Gatland signed the declaration of acceptance of office.

**2. APOLOGIES**

Cllrs D Royston-Lee, Dist Cllrs M Bates & O Richardson.

**3. DECLARATIONS OF INTEREST**

None declared.

**4. MINUTES OF LAST MEETING**

RESOLVED the minutes of the Annual Parish Meeting of the Parish Council held on 7<sup>th</sup> April 2022 are duly agreed and would be signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Annual Parish Council Meeting of the Parish Council held on 5<sup>th</sup> May 2022 are duly agreed and would be signed by the Chairman as a true and correct record of the meeting.

**5. ACTIONS FROM THE LAST MEETING**

**PLANNING**

*How to extend a conservation area* - Cllr Royston-Lee is awaiting a response from DDC, Dist Cllr Bates offered to chase if required. **Action Cllr Royston-Lee On-going**

**REVIEW OF COUNCIL PROCEDURES**

*Frequency of full reviews* – KALC advised that new standing orders are usually issued at Election times, there may be slight tweaks in between. **Action Discharged**

**REPORTS**

**District Councillors** – Clerk applied to DDC for funding towards the cost of the Jubilee Flower Festival. **Action Discharged**

Member's Grant application for the Jubilee Flower Festival – Cllr Manion had chased, still no response, he has provided another contact to the Clerk who will continue to chase. **Action Clerk On-going**

**HIGHWAYS**

2 x Letters re: Highways concerns – Cllr Manion forwarded concerns to Highways, Cllr Lawrence provided details of overgrown hedges and Clerk reported to Highways and updated the parishioner who wrote the letters. **Action Discharged**

Extra Pavements - Clerk added to draft HIP, which can be submitted from May. HIP added to July Agenda. **Action Discharged**

**CORRESPONDENCE**

**Correspondence** - Parish Hall – Defibrillator query – Clerk informed Village Hall that defibrillator is regularly checked for maintenance purposes. **Action Discharged**

**FINANCE**

Air Ambulance Kent Surrey Sussex – Grant request – Added to next agenda **Action Discharged**

Internal Audit complete - addendum added to both sets of minutes.

**Action Discharged**

Insurance renewal - Insurance renewed with Zurich

**Action Discharged**

## **6. PLANNING**

### **a) Planning Applications**

To discuss any planning applications received prior to the meeting.

#### **i)DOV/22/00543**

**Proposal:** Erection of a single storey side extension, insertion of window to the side elevation, replacement doors/windows, external render and cladding

**Location:** Bonners Paddock, Deal Road, Northbourne, CT14 0NU

Agreed between meetings – no objections

#### **ii)DOV/22/00652**

**Proposal:** Outline application for the erection of up to 155 dwellings with associated parking and means of access (all matters reserved except for access)

**Location:** Land South West of London Road, Deal, CT14 0AD

Agreed between meetings – Strongly object to this development, there are not enough roads, sewage, schools and medical services for this development and the roads in this area are already very congested. This development would cause an increase in traffic in Great Mongeham as a rat run to the Deal-Sandwich Road, traffic through the village has increased greatly in the past few years following other developments in the area. An additional 155 dwellings in Sholden will only add to the traffic problems in Great Mongeham.

If this development does have to go ahead the Parish Council are concerned that it is actually 2 separate developments, one for 42 dwellings (19/00216 and 21/01459) and one for 110 dwellings (21/00402), they both include access from the A258, Sandwich Road, these accesses will bisect the Miners Way twice, possible within two-three hundred yards of each other. Great Mongeham Parish Council are concerned that these two accesses will lead to massive disruption to local traffic and serious safety issues, we think a combined access would be preferable.

#### **iii)DOV/22/00686**

**Proposal:** Erection of a detached dwelling with associated parking (redesign of unit 4 approved under DOV/18/00052)

**Location:** Church Farm Buildings, Mongeham Farm, Mongeham Road, Great Mongeham.

Agreed between meetings – no objections

#### **iv)DOV/22/00746**

**Proposal:** Erection of a detached dwelling, car port, vehicular access and parking (existing out buildings to be demolished)

**Location:** Land rear of 162-164 & Part Of, 162 Mongeham Road, Great Mongeham, CT14 9LL

RESOLVED no objections to this application, but the Parish Councillors are concerned about the access and risk of flooding.

### **b) Planning Decisions**

To note any planning decisions received prior to the meeting.

**i)DOV/22/00502** – Granted – Erection of a summerhouse – The Old Rectory, Mongeham Church Close, Great Mongeham CT14 0HL

### **c) Correspondence**

To discuss any correspondence related to planning

**i)Sholden Parish Council** – Letters & emails re:Outline application for Land Northwest of Pegasus, London Road, Sholden & Land Southwest of Sandwich Road, Sholden, CT14 0AD.

ii)DDC Planning Enforcement Letter – Unauthorised works to roof and windows – Great Mongeham House, Northbourne Road, Great Mongeham, Deal, Kent, CT14 0HD – no breach of Listed Building Consent or Planning Conditions.

iii)DDC Licensing – Premises Licence Application – The Old Rectory, Mongeham Church Close – Applicant withdrew application – Great Mongeham Parish Council requested to DDC their representation, to strongly object still to stand.

All the above noted by members.

iv)DDC – Planning Committee Meeting – 14<sup>th</sup> July – DOV/21/01564 - Erection of an outdoor toilet block (existing shed to be demolished) – The Old Rectory, Mongeham Church Close, Great Mongeham, CT14 0HL

Discussions were held, it was agreed that Cllr Saville will apply to DDC to speak. **Action Cllr Saville**

#### **d) Consultation Documents**

To discuss any planning consultation documents presented to the council.  
None received.

### **7. REPORTS**

To receive written or verbal reports from:-

- a) **County Councillor** – Cty Cllr Manion reported that KCC supported bus services will be withdrawn after 18<sup>th</sup> July but the Kent Karrier service can still be booked and paid for. He also reported that there are 190 Ukrainian refugees in the district and free English classes are available at the St. Richards Hub.
- b) **District Councillors** – Dist Cllr Bates report emailed
- c) **Council members** – Ripple are active with Speedwatch

### **8. HIGHWAYS**

To discuss and agree actions relating to highways issues.

- a) Mongeham Road, Ripple – Closed 6<sup>th</sup> June – 5 days
- b) Beacon Hill, Little Mongeham – Closed 21<sup>st</sup> June -9am-5pm
- c) Coldblow Ripple – Closed 26<sup>th</sup> June & 27<sup>th</sup> & 28<sup>th</sup> July – 23:00-5:00
- d) Mongeham Road, Great Mongeham – closed 11<sup>th</sup> July – 12 days
- e) Ringwould Road & Ripple Road, Ripple – closed 4<sup>th</sup> July – up to 10 days

All the above noted by members.

- f) Letter re: St. Richards Rd – concerns on lack of handrails on steps

Discussions were held, it was agreed that Cty Cllr Manion will follow up with KCC Highways and the Clerk will update the parishioner.

**Action Cty Cllr Manion & Clerk**

- g) Broken drain cover, Pumping Station, Mongeham Rd – reported to KCC - repaired
- h) KCC Highways – Scheme, Planning & Delivery Team restructure update
- i) KCC – National Bus strategy update

All the above noted by members.

- j) HIP

The draft HIP was discussed, amendments were made and it was agreed that the Clerk will submit to KCC. Highways.

**Action Clerk**

## 9. CORRESPONDENCE

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

### a) Consultation Documents

- i) KCC Kent Homeless Connect – ends 6<sup>th</sup> June

### a) Newsletters and Circulars

- i) NALC & KALC Chief Executive Bulletins & Newsletter
- ii) NALC Dementia Survey

### c) Other Correspondence

- i) DDC – Register of Interests letter – Town & Parish Members – links to DDC work
- ii) The Circuit Defibrillator check reminder – completed
- iii) KALC – Private Members' Ballot – Local Electricity Bill
- iv) KALC - Firestoppers Campaign Toolkit
- v) KALC 2021 Census results
- vi) Zurich Insurance – Change of UK Legal status
- vii) KCC Wellbeing Awards – Deadline 1<sup>st</sup> Sept

All the above noted by members.

## 10. FORTHCOMING EVENTS

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

### a) Council Event

None planned

### b) Outside Event

To discuss and agree actions relating to outside events

- i) KALC – Various courses & NALC Events
- ii) DDC Prospective Councillor Evening – 14<sup>th</sup> June
- iii) DDC Town & Parish Evening – 7<sup>th</sup> June

All the above noted by members.

iv) Kent Police – East Kent Public Engagement Event – 7<sup>th</sup> June – attended by Clerk  
Feedback was the communities would like the PCSOs to be more visible in the community and to stay in the same post to be able to build up a relationship with the community.

- v) DDC – Voluntary & Community Sector Event – 29<sup>th</sup> June

- vi) Southern Water – Water Resources Management Plan Webinar – 21 July 1.30-3.30pm

All the above noted by members.

## 11. FINANCE

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

- a) Air Ambulance Kent Surrey Sussex – Grant request

RESOLVED to pay a grant of £300 to Kent Surrey Sussex Air Ambulance.

- b) AGAR submitted

Noted by members

- c) DDC Members Grant Scheme – Jubilee - £280 received- Grant report & photo submitted to DDC

RESOLVED to pay £280 to Great Mongeham Jubilee Flower Festival – Friend's of St Martin's Church

- d) KCC Grant Funding Monitoring & Evaluation Form 2018/19 – request for completion from 2018/19 – submitted

- e) KCC Combined Member Grant Application Form – Jubilee Flower Festival 2022 – more information submitted
- f) VAT refund received – £496.65

All the above noted by members

g) Accounts – Budget v Actual to 30<sup>th</sup> June 2022 – See Appendix A  
RESOLVED Accounts v Actual to 30<sup>th</sup> June adopted

h) Deposit Account – Interest Received £8.67  
Noted by members.

## 12. PAYMENTS

RESOLVED the following payments should be made.

Paid between meetings:

|            |                                       |      |
|------------|---------------------------------------|------|
| a) £300.12 | Salary Clerk June                     | BP   |
| b) £18.00  | Unity Trust Service Charge            | Stat |
| c) £41.97  | Sainsburys – Audit Fee Whisky & Paper | Card |

To be approved

|            |   |    |
|------------|---|----|
| a) £112.68 | Pension contributions June                                | BP |
| b) £57.20  | HMRC June   | BP |
| c) £15.00  | Great Mongeham Parish Hall Hire                           | BP |
| d) £74.00  | Ian Lawrence – Parish Hall Window boxes                   | BP |
| e) £300.32 | Salary Clerk July   | BP |
| f) £112.68 | Pension contributions July                                | BP |
| g) £57.00  | HMRC July   | BP |
| h) £300.00 | Kent Surrey Sussex Air Ambulance Grant                    | BP |
| i) £280.00 | Grant – Friend's of St. Martin's Church – Flower Festival | BP |

## 13. DATE OF NEXT MEETING

The next meeting will be the Ordinary Parish Council Meeting, scheduled for 1<sup>st</sup> September 2022 at 7.30pm.

Scheduled Dates:     6<sup>th</sup> October     3<sup>rd</sup> November     1<sup>st</sup> December

The meeting closed at 8.46pm



| <b>INCOME</b>                                 | <b>Budget<br/>2021/22</b> | <b>Actual to 31-<br/>03-22</b> | <b>Budget<br/>2022/23</b> | <b>Actual to 30-<br/>06-2022</b> |
|---|---------------------------|--------------------------------|---------------------------|----------------------------------|
| Carried Forward                               | 14,891.50                 | 14,891.50                      | 14,278.69                 | 14,278.69                        |
| Precept                                       | 9,241.86                  | 9,241.86                       | 9,814.75                  | 9,814.75                         |
| VAT   | 348.25                    | 348.25                         | 496.65                    | 496.65                           |
| Interest                                      | 10.00                     | 6.07                           | 6.00                      |                                  |
| Grant   | -                         | -                              |                           | 280.00                           |
| Other Income                                  | -                         | 42.49                          |                           |                                  |
| <b>Total Income</b>                           | <b>24,491.61</b>          | <b>24,530.17</b>               | <b>24,596.09</b>          | <b>24,870.09</b>                 |
| <b>PAYMENT<br/>Essential/Regular Payments</b> | <b>Budget<br/>2021/22</b> | <b>Actual to<br/>30-09-21</b>  | <b>Budget<br/>2022/23</b> | <b>Actual to 30-<br/>06-2022</b> |
| Salaries                                      | 4,500.00                  | 4,372.20                       | 4,617.00                  | 906.07                           |
| Councils Pension Contribution                 | 1,100.00                  | 1,060.01                       | 1,122.00                  | 291.49                           |
| Admin Costs                                   | 400.00                    | 481.13                         | 500.00                    | 114.00                           |
| Bank Charges                                  | 72.00                     | 72.00                          | 72.00                     | 18.00                            |
| Postage, Stationery                           | 200.00                    | 185.15                         | 200.00                    | 77.58                            |
| Insurance                                     | 230.00                    | 342.45                         | 420.00                    | 264.00                           |
| Hall Hire                                     | 125.00                    | 104.00                         | 230.00                    | 38.00                            |
| Membership                                    | 350.00                    | 319.80                         | 350.00                    | 267.62                           |
| Audit Fees                                    | 50.00                     | 32.00                          | 50.00                     |                                  |
| Annual Meeting                                | 50.00                     | -                              | 60.00                     | 67.65                            |
| Training                                      | 300.00                    | 50.00                          | 200.00                    |                                  |
| Cllrs Expenses                                | 300.00                    | -                              | 300.00                    |                                  |
| Window Boxes                                  | 200.00                    | 21.67                          | 200.00                    |                                  |
| Mowing Green                                  | 875.39                    | 802.45                         | 950.00                    |                                  |
| Village Events                                | 500.00                    | 55.20                          | 1,000.00                  |                                  |
| New Website - set up and running costs        | 400.00                    | 368.77                         | 400.00                    | 360.00                           |
| Office Equipment                              | 100.00                    | -                              | 100.00                    |                                  |
| VAT   | -                         | 496.65                         | -                         | 141.03                           |
| Grants  | 1,500.00                  | 710.00                         | 2,500.00                  | 1,000.00                         |
| Defib supplies                                | 100.00                    | 214.00                         | 250.00                    |                                  |
| Election Expenses (saving for 2023)           | 1,000.00                  | -                              | 1,500.00                  |                                  |
| Contingency                                   | 1,339.22                  | -                              | 1,075.09                  |                                  |
| <b>Running cost &amp; regular payments</b>    | <b>13,691.61</b>          | <b>9,687.48</b>                | <b>16,096.09</b>          | <b>3,545.44</b>                  |
| News letter                                   | 300.00                    | -                              | -                         |                                  |
| Street Furniture                              | 500.00                    | 564.00                         | -                         |                                  |
| Ringfenced - Village Hall Toilets             | -                         | -                              | -                         |                                  |
| Reserves                                      | 10,000.00                 | -                              | 8,500.00                  |                                  |
| <b>Total</b>                                  | <b>24,491.61</b>          | <b>10,251.48</b>               | <b>24,596.09</b>          | <b>3,545.44</b>                  |
| <b>Bank Reconciliation 31/03/2022</b>         |                           |                                |                           |                                  |
| Unity Trust Bank - Savings Account            | 10,048.09                 |                                |                           |                                  |
| Unity Trust Bank - Current Account            | 11,276.56                 | B/F                            | 14,278.69                 |                                  |
| Petty cash in hand                            | 0                         | Receipts                       | 10,591.40                 |                                  |
| Unpresented Cheques                           | 0                         | Payments                       | -3,545.44                 |                                  |
|   | <b>21,324.65</b>          |                                | <b>21,324.65</b>          |                                  |