

**MINUTES OF THE ORDINARY MEETING OF GREAT MONGEHAM PARISH COUNCIL  
HELD ON THURSDAY 1<sup>ST</sup> JUNE 2023 AT 7.30pm AT GREAT MONGEHAM PARISH HALL**

**Present:** Councillors: J Gatland (Chairman) I Lawrence T Ridyard D Collett  
J Jones Clerk to the Parish Council Cty Cllr S Manion Dist Cllr O Richardson (part)  
1 Member of the Public

**1. APOLOGIES**

Dist. Cllr Bates, Parish Cllrs C Saville, R Solley, G Saville. The member of the public did not wish to speak so the meeting closed and re-opened at 19.30pm.

**2. DECLARATIONS OF INTEREST**

None declared.

**3. MINUTES OF LAST MEETING**

RESOLVED the minutes of the Annual Parish Council Meeting of the Parish Council held on 11<sup>th</sup> May 2023 are duly agreed and would be signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**HIGHWAYS** - Parishioner email re: Cherry Lane –The Clerk had submitted an article to the Village Newsletter about hedge cutting. **Action Discharged**

**PLANNING – Correspondence** - Email re: CON/17/01515/0 – Boundary Fence concerns – Dist. Cllr Richardson was in discussion with both parties. **Action Discharged**

**CORRESPONDENCE** - The Circuit – defibrillator checked & Circuit updated. **Action Discharged**

**RISK ASSESSMENT** - Clerk updated and circulated to members. **Action Discharged**

**PLANNING – Correspondence** - Friends of Betteshanger email & booklet re: Planning Application 22/01158 – Betteshanger Country Park – Lagoon & Hotel – added to next agenda & emails forwarded. **Action Discharged**

**Consultation Documents** – Clerk sent statement to all those that had written to the Parish Council on this matter. **Action Discharged**

**VILLAGE GREEN** - Registering the Green – Added to next agenda. **Action Discharged**

**FINANCE** - AGAR – Added to June agenda. **Action Discharged**  
Zurich Insurance – renewed. **Action Discharged**  
Unity Trust – Ex-Cllr removed from account and status of others confirmed. **Action Discharged**

**PAYMENTS** - Both payments added to June payments list. **Action Discharged**

**5. RISK ASSESSMENT**

RESOLVED the updated Risk Assessment to be adopted for the coming year.

**6. PLANNING**

**a) Planning Applications**

To discuss any planning applications received prior to the meeting.  
None to consider.

**b) Planning Decisions**

To note any planning decisions received prior to the meeting.

- i) **DOV/23/00447** – Granted – Erection of a detached garage – Marsie Lodge, Northbourne

Road, Great Mongeham, Kent, CT14 0HD

Noted by members.

### c) Correspondence

To discuss any correspondence related to planning

i) Friends of Betteshanger email & booklet re: Planning Application 22/01158 – Betteshanger Country Park – Lagoon & Hotel

Discussions were held, RESOLVED to object to the application, although it was an excellent facility to have in the local area, members felt not in this location due to the increase in traffic that it would bring and the threat to local ecology at the site, members were also concerned that the future of a family facility for local residents was at risk. Clerk to object to DDC and inform Friends of Betteshanger. **Action Clerk**

ii) NALC – Planning Call For Evidence

Noted by members.

### d) Consultation Documents

i) DDC – Local Plan 2024 – Sustainability Consultation – Non-Technical Summary, Errata Sheet 11

Noted by members.

## 7. VILLAGE GREEN

a) Registering the Green

Cllr Manion explained the five tests for registering a Green and that the application would not pass the first test as it had been used ‘by right’, instead of ‘as of right’ for the last twenty years. Discussions were held about how to protect the Green from future development, Cllr Richardson to confirm with DDC that the Green is registered as an Open Space on the Local Plan. **Action Dist. Cllr Richardson**

## 8. REPORTS

To receive written or verbal reports from:-

- a) **County Councillor** – Cllr Manion gave a short report on how KCC are tackling underage vaping, encouraging vaccination take-up and bringing empty properties back into use.
- b) **District Councillors** – Dist Cllr Richardson gave a short report on DDC, including his new role as Deal Town Council Mayor.
- c) **Council members** – No report.

## 9. HIGHWAYS

To discuss and agree actions relating to highways issues.

- a) Mongeham Road – Closed 26<sup>th</sup> May 7.30am-5.30pm for 2 hours
- b) Email – Additional traffic through village – Cllr Saville had responded
- c) Northbourne Road, Great Mongeham – Closed 10-14<sup>th</sup> July

All of the above noted by members.

d) Potholes – concerns were expressed that not all potholes were being patched in an area when a repair was underway, Cllr Manion to follow up. **Action Cllr Manion**

## 10. CORRESPONDENCE

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

### a) Consultation Documents

None received

### a) Newsletters and Circulars

i) NALC & KALC Chief Executive Bulletins & Newsletters

Noted by members

### c) Other Correspondence

i) Parish Room – Hall Hire Fire Amendments – Clerk completed & returned

Noted by members.

## 11. FORTHCOMING EVENTS

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

### a) Council Event

None planned

### a) Outside Event

To discuss and agree actions relating to outside events

i)KALC & NALC - Courses & Events

## 12. FINANCE

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

### a) 2022/23 year end accounts

RESOLVED the year end accounts were adopted by the Council. See Appendix A.

### b) 2023/24 Budget

RESOLVED the 2022/23 Budget was adopted by the Council. See Appendix A.

### c) Annual Governance and Accountability Return 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.

### d) Annual Governance and Accountability Return Section 2

i)Consider the Accounting Statements by the members meeting as a whole;

ii)Approve the Accounting Statements by resolution

RESOLVED the Accounting Statements were 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.

### e) Certificate of Exemption – AGAR 2022/23 Part 2

RESOLVED the Council met 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.

Clerk to submit AGAR.

**Action Clerk**

f) Air Ambulance Charity Kent Surrey Sussex – Thank you letter received

g) VAT reclaim received £325.87

Both of the above noted by members.

## 13. PAYMENTS

RESOLVED the following payments should be made.

To be approved

a) £51.74	Mrs L Lawrence – window box plants	BP
b) £15.00	Hall Hire – St.Martin's Church	BP
c) £312.33	Clerk's Salary June	BP
d) £78.00	PAYE HMRC June	BP
e) £125.57	KCC Pension June	BP
f) £128.40	Clerk's Expenses	BP

Paid between meetings

g) £4.40      Eastry Post Office – Stamps

Card

Clerk to update bank details for hall hire St. Martin's Church.

**Action Clerk**

#### **14. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary Meeting scheduled for 6<sup>th</sup> July 2023 at 7.30pm in Great Mongeham Parish Hall.

Scheduled Dates:      7<sup>th</sup> September      5<sup>th</sup> October      7<sup>th</sup> November

The meeting closed at 8.32pm

## Appendix A – Budget v Actual to 31-03-23 and 2023-24 Budget

<b>INCOME</b>	<b>Actual to 31-03-22</b>	<b>Budget 2022/23</b>	<b>Actual to 31-03-23</b>	<b>2023/24 Budget</b>
Carried Forward	14,891.50	14,278.69	14,278.69	14,616.55
Precept	9,241.86	9,814.75	9,814.75	10,164.28
VAT	348.25	496.65	496.65	305.37
Interest	6.07	6.00	103.94	130.56
Grant	-		780.00	-
Village Design Statement Group	42.49		439.70	-
<b>Total Income</b>	<b>24,530.17</b>	<b>24,596.09</b>	<b>25,913.73</b>	<b>25,216.76</b>
<b>PAYMENT Essential/Regular Payments</b>	<b>Actual to 31-03-22</b>	<b>Budget 2022/23</b>	<b>Actual to 30-03-23</b>	<b>2023/24 Budget</b>
Salaries	4,372.20	4,617.00	4,932.60	5,100.00
Councils Pension Contribution	1,060.01	1,122.00	1,191.94	1,240.00
Admin Costs	481.13	500.00	444.00	500.00
Bank Charges	72.00	72.00	72.00	72.00
Postage, Stationery	185.15	200.00	159.58	250.00
Insurance	342.45	420.00	264.00	350.00
Hall Hire	104.00	230.00	143.00	165.00
Membership	319.80	350.00	323.12	350.00
Audit Fees	32.00	50.00	34.47	50.00
Annual Meeting	-	60.00	67.65	75.00
Training	50.00	200.00	-	200.00
Cllrs Expenses	-	300.00	-	300.00
Window Boxes	21.67	200.00	102.50	200.00
Mowing Green	802.45	950.00	739.70	1,000.00
Village Events	55.20	1,000.00	32.75	500.00
New Website - set up and running costs	368.77	400.00	360.00	400.00
Office Equipment	-	100.00	-	100.00
VAT	496.65	-	325.87	-
Grants	710.00	2,500.00	2,080.00	1,500.00
Defib supplies	214.00	250.00	-	150.00
Election Expenses (saving for 2023)	-	1,500.00	-	1,500.00
Contingency	-	1,075.09	-	1,702.76
<b>Running cost &amp; regular payments</b>	<b>9,687.48</b>	<b>16,096.09</b>	<b>11,273.18</b>	<b>15,704.76</b>
News letter	-		24.00	12.00
Street Furniture	564.00			
Reserves	-	8,500.00		9,500.00
<b>Total</b>	<b>10,251.48</b>	<b>24,596.09</b>	<b>11,297.18</b>	<b>25,216.76</b>
<b>Bank Reconciliation 31/03/2023</b>				
Unity Trust Bank - Savings Account	10152.03			
Unity Trust Bank - Current Account	4464.52	B/F	14,278.69	
Petty cash in hand	0	Receipts	11,635.04	
Unpresented Cheques	0	Payments	-11,297.18	
	<b>14,616.55</b>		<b>14,616.55</b>	