***GREAT MONGEHAM PARISH COUNCIL***

*Thornton House, Thornton Lane, Eastry, Sandwich, Kent, CT13 0EU*

*Tel: 01304 746036/07903 739792*

30th April 2025

To all members of the Parish Council

You are hereby summoned to attend the Annual Parish Council Meeting of Great Mongeham Parish Council to be held on Thursday 8th May 2025 at 7.30pm at St. Martin’s Church, for the purposes of transacting the following business.



**Joanna Jones**

**Clerk to the Parish Council**

**AGENDA**

1. **ELECTION OF CHAIRMAN**

To elect a Chairman to serve for the coming year.

1. **ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman to serve for the coming year.

1. **APOLOGIES**

To receive apologies for non-attendance at the meeting.

**The meeting will be adjourned so that members of the public can speak.**

Members of the public are welcome to attend but can only speak during the designated timeslot.

Anyone wishing to attend please email clerk@great-mongeham-pc.gov.uk for the meeting details, providing your name and address.

1. **DECLARATIONS OF INTEREST**

To record declarations and reasons for interest from members relating to items on the agenda.

1. **MINUTES OF THE LAST MEETING**

To confirm the minutes of the Ordinary Parish Council Meeting held on Thursday 3rd April 2025.

1. **ACTIONS FROM THE LAST MEETING**

To receive information resulting from actions generated at the last meeting.

1. **RISK ASSESSMENT**

To review the Council risk assessment document.

1. **NOMINATION OF ROLES**

a) Footpaths Officer

b) Tree Warden

c) Councillor Responsible for Finance

d) Parish Newsletter rep

1. **REVIEW OF COUNCIL PROCEDURES**

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

*a) Standing orders – 2025 Update*

*b) Financial regulations – 2025 Update*

c) Complaints procedure

d) Freedom of Information 2000 request handling

e) GDPR – Privacy Policy

f) Press and Media request handing

g) Asset Register

**10. PLANNING**

**a) Planning Applications**

To discuss any planning applications received prior to the meeting.

*i)* ***DOV/25/00421***

*Proposal: Variation of condition 2 (approved plans) of planning permission 22/00746 for ‘’Erection of detached dwelling, car port, vehicular access and parking (existing out buildings to be demolished)’’ to allow external alterations and minor material amendments..*

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

ii)**DOV/25/00430**

**Proposal:** Erection of a detached car port/garden room building with raised solar panels to roof.

**Location**: Ashurst, 162 Mongeham Road, Great Mongeham, CT14 9LL

*ii)* ***DOV/24/00296***

***Proposal:*** *Erection of 4 dwellings and associated landscaping (Existing vehicle repair garage and development to be demolished)*

***Location****: South Court Garage, Mongeham Road, Great Mongeham, CT14 9LL*

**b) Planning Decisions**

To note any planning decisions received prior to the meeting.

1. **DOV/24/01050/A** – Approve Non-Material Amendment - Non material amendment to planning permission 24/01050 (Reserved matters application pursuant to outline application 22/00652 for the details of appearance, landscaping, layout and scale, and discharge of conditions 6 and 13 for phase 2A, for the erection of 81 dwellings, car parking and infrastructure) to allow addition of a substation – Land South West of Sholden Drive, Sandwich Road, Sholden, Kent.
2. **DOV/25/00448** – Prior Approval Not Required – Regulation 5 (The Overhead Lines (Exemption) (England and Wales) Regulations 2009) notification for the installation of Substation, LV underground cables, HV underground cables, 4 poles and 9 stays and associated overhead lines– Land South West of Sholden Drive, Sandwich Road, Sholden, Kent.

**c) Correspondence**

To discuss any correspondence related to planning

i)

**d) Consultation Documents**

To discuss any consultation documents

1. **HIGHWAYS**

To discuss and agree actions relating to highways issues

a) Sutton Road, Ripple – Closed 24th April – up to 13 days

1. **CORRESPONDENCE**

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

1. **Consultation Documents**

i)KCC Local Cycling & Walking Infrastructure Plan Consultation

ii)DDC – Public Spaces Protection Order Consultation – ends 13th May

**b) Newsletters and Circulars**

i)NALC & KALC Chief Executive Bulletins & Newsletters & emails

1. **Other Correspondence**

i)Parishioner email – Concerns re: Village Hall & Green & illegal moped activity

1. **FORTHCOMING EVENTS**
2. **Council Event**

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

i)

1. **Outside Event**

To discuss and agree actions relating to outside events

i)KALC & NALC - Courses & Events

ii) KALC EGM – Local Government Re-organisation Event – 19th June

*iii)DDC – Local Government Reorganisation Event – 22 May*

*iv)Institution of Rev Monica Cameron – St Richard’s Church – 11th May – 10.30am*

1. **FINANCE**

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

1. To note Precept received £11,714.88
2. To resolve to renew Parish Council Insurance with Zurich - £300 as last yr
3. To resolve to purchase the defibrillator recommended by the first responder for £964.50 plus VAT from Defib Warehouse
4. To resolve to renew the Netwise website & email hosting package for £390 plus VAT as last yr
5. **REPORTS**

To receive written or verbal reports from:-

1. **County Councillor –**
2. **District Councillors –** *Church Farm Buildings update emailed*
3. **Council members –**
4. **PC Eyre-Jackson Report –**
5. **PAYMENTS**

To resolve the approval of payments presented at this meeting

To be approved

* 1. *£ 8.77 HMRC – Employer’s NIC April BP*
  2. *£359.53 Clerk’s net salary – May BP*
  3. *£ 98.57 HMRC – PAYE May BP*
  4. *£144.54 KCC Pension – May BP*
  5. £ 6.00 April Bank Charges DD
  6. £300.00 Zurich – Parish Council Insurance BP
  7. £1,157.40 Defib Warehouse BP
  8. £456.00 Netwise BP
  9. *£ 22.00 Great Mongeham Parish Hall Hire BP*

Paid between meetings

* 1. £359.53 Clerk’s net salary – April BP
  2. £89.80 HMRC – PAYE April BP
  3. £144.54 KCC Pension – April BP
  4. £ 6.00 Tesco – Stationery BP

1. **DATE OF NEXT MEETING**

To agree a date for the next meeting of the Council, Ordinary Meeting scheduled for 5th June at Great Mongeham Parish Hall at 7.30pm.

Scheduled Dates: 3rd July 4th September