

Chislet Parish Council

Minutes of the Meeting of the Parish Council held on 19th May 2018 at 7.30 pm in The Chislet Centre, Chislet

Present : Cllrs Fee (in the Chair), Jones, Wilkinson, Chandler, Keir, Brant, Huckstep, Stoward & Higglesden

In attendance : Mr. G Eaton, Clerk to the Council, KCC Cllr Marsh & CCC Cllr Taylor

Action by:

1 Apologies for absence

There were no apologies for absence

2 Declarations of Councillor's Interests in items on the Agenda

Cllr Huckstep declared an interest in the payment to the litter picker

There were no other declarations of Cllrs interests regarding items on the Agenda

3 Public discussion

There were no members of the public present

4 Minutes of the last Meeting

The Minutes of the Meeting held on 12th April 2018 were agreed and signed

5 Matters arising

It was noted that the blocked drains on North Stream had been reported to and acknowledged by Kent Highways

It was noted that a letter had been sent to T G Redsell re passing point on Reynolds Lane, North Stream

6 Election of Chair and Vice Chair

It was proposed seconded and unanimously agreed to elect Cllr Fee as Chair

It was proposed seconded and unanimously agreed to elect Cllr Jones as Vice Chair

7 Election of Parish Council Committees

The following sub committees were unanimously agreed:

Planning	Cllrs Jones Brant & Fee
Footpaths/bridges	Cllrs Wilkinson Fee Chandler Stoward & Higglesden
Joint Parishes	Representatives selected as required
Local Needs Housing	Cllrs Jones & Brant
Flooding	Cllrs Jones & Wilkinson

It was further agreed that Cllrs Wilkinson & Chandler would act as tree and verges officers

8 To discuss correspondence received

Letter received from Parishioner in reply to the Council's letter regarding parking in The Glen. It was agreed that Cllr Chandler would speak to a neighbouring Parishioner asking if they would cut back their hedge to improve the sight line and also to Kent Highways asking them to look into this matter and to consider yellow lines as appropriate

Cllr Chandler/Clerk

Email from Parishioner re Midway, Boyden Gate Hill. It was agreed letter be sent to CCC asking for an update on the planning application or enforcement action. CCC Cllr Taylor also kindly offered to pursue this on behalf of the Parish Council

Clerk

Email from Highways re closure of St Dunstan's Level Crossing on 3rd/4th June

Email from Parishioner re use of Social Media

Email from Parishioner re footpath CB104

Kent Voice magazine

Letter and brochure from Kent Social Service re Adult Social Care

Letter from Air Ambulance requesting a donation

Flyer from Kent Police - helping to protect Kent

9 To consider Planning and Enforcement matters

A Planning Applications

There were no new Planning applications to consider

B Decided applications

CA/17/02652 – Erection of outbuildings
Clayhanger Hall, Marley Lane, Chislet

GRANTED

CA/18/00207 – Single storey industrial unit
Port Farm Industrial Units, Island Road

REFUSED

B Tree removal at Holmleigh, Chitty Lane

There was a general discussion regarding a recent meeting held between Cllr Jones and CCC Enforcement where various options were considered. The recent 'closure' letter from CCC was noted but Council felt that a letter should be sent to CCC saying that mature trees should be planted to replace those felled and that the recently planted ornamental cherry trees were insufficient

Clerk

10 Vegetation growth on bridge over North Stream

It was agreed to consider this issue again after the vegetation has died off

11 To consider Finance matters & Accounts for payment

<u>A The following accounts were approved for payment</u>	£
Cheque No 1119 G Eaton, Clerk's salary & expenses	360.75
Cheque No 1116 Inland Revenue, Clerk's tax	76.00
Cheque No 1117 Harmer & Sons, grass cutting	558.00 incl VAT of £93.00
Cheque No 1118 S Huckstep, litter picking	265.33
Cheque No 1121 Zurich Insurance, insurance	413.95
Cheque No 1122 KALC, annual subs	328.13 incl VAT of £54.69

B To consider and sign off the 2018 Annual Governance & Accountability Return (AGAR)

The Clerk presented a summary of the income and expenditure for 2017-2018 and the figures were discussed. The Annual Governance and Accountability Return (AGAR) including the Internal Audit Report was considered and discussed

The Annual Governance Statement for 2017-2018 was discussed and it was unanimously agreed that it should be signed off by the Chairman and Clerk/RFO

The Accounting Statements for 2017-2018 were discussed and it was unanimously agreed that they should be signed off by the Chairman and Clerk/RFO

The Certificate of Exemption was then signed off by the Chairman and Clerk/RFO and the Clerk was asked to forward the relevant documents to the external auditors and post the required information on the website

Clerk

C To consider outsourcing the Clerk's payroll

After a brief discussion it was agreed to outsource the Clerk's payroll to DM Payroll Services at a cost of £81 pa. Clerk to arrange

Clerk

12 To discuss the use of Social Media

There was a general discussion about the use of Social Media to help communicate with Parishioners. It was unanimously felt that the disadvantages outweighed any advantages and therefore it was agreed not to pursue its use at the present time

13 Any Other Business

There was a brief discussion about whether or not to have a notice placed with the defibrillator – Cllrs Brant & Higglesden to discuss further

Cllrs Brant & Higglesden

Cllr Fee thanked Cllr Wilkinson for contacting another local farmer and ensuring public footpath CB104 was cleared

14 Date of next meetings

It was agreed that the next Parish Council Meeting would be held on **Thursday 21st June 2018** at 7.30 pm in The Chislet Centre, Chislet

There being no other business the meeting closed at 9.10 pm