

MINUTES OF LYMPNE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL COMMITTEE ROOM AT 7pm WEDNESDAY 4th JANUARY 2017

Those Present:

Councillor Mrs S Edwards– Chairman
 Councillor Mr R Morgan
 Councillor Mr J Burrows
 Councillor Ms J Howes
 Mr J Lawrence- Clerk

Councillor Mr R Auger-Vice Chairman
 Councillor Mr C Hunter
 Councillor Mrs P Boor

Also in attendance: Mr Mick Watts, Mr Derek COWELL and District Councillor Susan Carey

1. APOLOGIES

Cllr Paul Peacock and Cllr Michael Lyons

2. DECLARATIONS OF INTEREST

There were no declarations of Disclosable Pecuniary Interests or Other Significant Interests.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the Parish Council meeting held on 7th December 2016 were presented to the Council, accepted as a true and accurate record of the meeting and were duly signed and dated by the Chairman, Cllr Mrs Sally Edwards.

4. UPDATE ON ACTIONS FROM PREVIOUS MEETING

Action Number	Action to be completed	Allocated to	Completed/ Comments
1	NDP Accounts to be confirmed with James DOUSE	CLERK	<p>Contact has been made with James Douse and cheque is awaited- current funds are not known at this time.</p> <p>ACTION – Clerk to obtain full detail of the NDP accounts along with the balance from James Douse.</p>
2	Meeting to be arranged with Harmers and Betty Howard to discuss Grass cutting Contract	Cllr Burrows	<p>There is no contract but a Service level agreement. The meeting identified that interested parties need to be consulted to find out their requirements for cutting. This will be done before agreeing the new contract. Cllr Burrows will arrange the future requirements in</p>

			consultation with the clerk and other users ACTION -Cllr Burrows to meet with the Clerk to discuss the needs of the village and develop a contract with Harmers prior to any cuts this year
3	Quality Council- Full cost of training to be acquired	Clerk	Approximate costs as follows- £72.00 x 3 Workshops plus travel-(Allow £300.00 SLCC Membership- £131.00 We should allow approximately - £450.00 SEE AGENDA ITEM
4	War Memorial refurbishment-	Clerk	E mail sent to Giles Barnard to try and engage the Community Pay Back scheme Awaiting response
5	Dementia Carers Surveys to be sent to Cllr Morgan	Cllr Morgan	CLlr Morgan has completed this action
6	Clerk to arrange site visit with Southern Water to the Old Vicarage	Clerk	CARRIED OVER
7	Response to Highways England to refer to Lorry Park as a Lorry Holding Area	Chair	CARRIED OVER
8	Information required regarding the use of a Mexican Company rather than local business in the consultations for the Garden Town Development	Cllr Peacock	Carried over- ACTION -Clerk to send Cllr Peacock a reminder
9	Contact to be made with Kent Police to confirm identity of our PCSO and invite to a meeting or encourage a report to be sent to the Parish Council	Clerk	CARRIED OVER
10	Write to Cllr Lyons regarding concerns over litter in Otterpool Lane	Chair	Clerk to contact Environmental Officers to find out how much rubbish was collected after the road closure in December ACTION CARRIED OVER ACTION -Chair to contact Kevin Fosbury to update on latest situation

11	Write to Environmental Enforcement Officers to inform of issues with litter in Otterpool Lane	Clerk	E mail sent 1/11/2016 CLERK TO FOLLOW UP
12	Cheque to be raised for Lympne School for the Fordred donation	Clerk	Carried over to next meeting
13	Contact to be made with Susan Priest to ask for as much notice as possible prior to any public Consultations	Clerk	Carried Over

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public

6. CORRESPONDENCE AND COMMUNICATIONS

a. For Noting

1. Email dated 22/12/2016- From KALC- Confirming registration for Cllr Auger and the Clerk to attend a Communication and Media Conference.

This was noted by those present

2. E Mail Dated 29th December 2016 from Rowena Webb- Outlining concerns for the developments in and around Lympne. This e mail had been sent to Damian COLLINS MP.

This was noted by those present

b. For Action

1. Letter dated 20 December 2016- from Lord Lieutenants Office inviting a representative from the Council to attend the annual Civic Service at Rochester Cathedral on Tuesday 14th March at 1100 hrs.

ACTION- Clerk to reply and inform the sender that Cllr John Burrows and his wife will be attending

2. E mail dated 4th January from Town and Parish User Group- "Please note that the date for the Town and Parish User Group meeting has been changed from Wednesday 11th January 2017 to **Tuesday 7th February 2017.**

Please can you let me know by Friday 27th January 2017 if you have any agenda items?"

ACTION-Clerk to resend original emails for Cllrs to consider attendance

7. CLERK'S REPORT

The Clerk read his report to the member's present: -

8. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

a. **County Councillor's Report**

Cllr Carey reported that a KCC Budget meeting is scheduled for the 17th and 18th January. This will be the toughest one so far. Since 2010 the KCC have saved half a billion pounds. There is a rising demand for Social Care. 2 % of the budget will be ring fenced for this area with an additional 2% from central funds, with a possibility of bringing 1% forward from the 2017/18 funds. This funding will be aimed at those most vulnerable in society.

The Council asked how the half a billion had been saved. Cllr Carey gave various examples of how on line technology is being used to cut down on administration.

Social Care Services had been streamlined meaning that 700 less people are being housed in Residential Care Homes. She also stated that many staff costs have been reduced by decreasing

the numbers employed. However front line services have not been significantly affected, for example not one library has been closed in Kent and Libraries are becoming hubs for other services.

Funding for apprentices is being made available, so the KCC will be taking on more apprentices and encouraging businesses to do so. If this money is not spent it will be taken back and spent by central government.

The mental health budget is not going to be changed from previous funding levels.

The troubled Families Project is still running and proving successful.

The KCC have now completed their project to convert all street lights to LED. The cost was 40 million pounds and this will start to see returns in 4 years' time.

Cllr Carey also responded to a previous question posed by Cllr Howes regarding how the closure of Pent Valley School will affect those parents first choice of senior School. The percentage obtaining their first choice will have dropped to 89% which is still above the Kent average.

b. District Councillor's Report- Cllr Paul Peacock

Apologies received from Cllr Peacock

c. KCC Warden Report-

NO report this month

d. PCSO Report-

No report received

9. PLANNING

REFERENCE	DETAILS	COMMENTS
Y16/1400/SH	13 Tournay Close Lympe Hythe Kent CT21 4LL	Erection of a front extension following removal of porch.
Y16/1380/SH	The Od Vicarage Aldington Road Lympe Hythe	Erection of a two storey dwelling with associated garage following demolition of existing outbuilding.
Y16/1417/SH	17 Tournay Close Lympe Hythe Kent	Erection of a front extension following the removal of the existing porch.

Councillors Comments:

Y16/1400/SH- No Objections- Unanimous Decision

Y16/1380/SH- There were no objections,

However, Lympe PC wish to make the following comments.

- The Council also wish to make the Planning Authority aware of the shared sewer which runs through the Old Vicarage Land. This sewer serves the Village Hall and those who use it. As Landlords of the Village Hall the Council need assurances that the additional waste created by the new dwelling will not over burden the existing sewer which has been identified by the owners of the Old Vicarage to become blocked on occasions. The sewer pipe from the village hall is 6" in diameter and has been joined to a 4" pipe. This is being investigated by the Council and the householder at this time.
- They also wished to be satisfied that care should be taken during the demolition of the out building during the construction stage so that no damage or interruption to flow occurs regarding the foul sewer as this will result in the hall being closed due to health and safety issues.

- They wish to be satisfied that the footprint of the building will not exceed the footprint of the building due to be demolished.
- They also wish to be satisfied that the materials used to construct the dwelling will be sympathetic to the surrounding area given that the dwelling is within a conservation area and within the AONB
- As with all new submission Lympne Parish Council remain concerned about the impact of additional accommodation being constructed in the village on the already overburdened foul water system and other amenities.

Y/16/1417/SH- Lympne Parish Council are unable to decide on this matter as they require additional information as follows:

- The occupants of this dwelling submitted plans for a single storey rear and side extension which was approved on 18 June 2015 with conditions.(Y15/0396/SH)
- The Council wish to know if this new submission is in addition to the above submission or instead of the above submission
- If both extensions are to go ahead what will the overall increase in footprint be.
- As with all new submissions Lympne Parish Council remain concerned about the impact of additional accommodation being constructed in the village on the already overburdened foul water system and other amenities.
- Lympne PC will reconsider this application at the next Parish Council meeting on the 1st February

10. FINANCE

a. Breakdown of expenditure/income since last meeting

Balance National Savings: £11911.82 As at 15/09/2016

Balance HSBC: £7059.98 As at 4/1/2017

Balance Excluding 90th Trees Fund £5717.44

INCOME HSBC ACCOUNT		
Advertising Revenue HOLMES LOCKS	£25.00	Not included in above
Advertising Revenue Corner House	£25.00	Not Included in above
90th Trees Project Donation-	£200.00	Not Included in above

OUTGOING	CHEQUE NO/BANK TRANSFER	AMOUNT	COMMENTS
KALC	100988	£6.00	Unpresented
Cllr Colin Hunter Expenses	BT	£9.60	
Cllr Joanne Howes Expenses	BT	£13.50	
Sandgate Printers INV 34528	BT	£230.00	
Sandgate Printers INV 34527	BT	£18.00	
KALC Emergency Planning Conference - INV 5046	BT	£36.00	
KALC Allotment Law Conference INV 5037	BT	£72.00	
Clerks Salary	BT	£533.70	
Clerks Utilities	BT	£16.00	
Clerks Travel Expenses Faversham	BT	£19.80	
Clerks Travel Expenses- Harrietsham	BT	£22.50	
HMRC PAYE-	BT	133.20	
TOTAL OUTGOING		£1110.30	

b. Budget Forecast update

The Clerk informed the Council that there will be a need to transfer funds from the savings account to cover expenditure. The increased spend appears to be due to the increase staff costs during the changeover between clerks earlier in the financial year.

- c. Signing of Cheques
There were no cheques for signature this month
- d. Signing of electronic banking transaction register
The electronic bank transfer register were was signed by Cllrs Howes, Hunter and Boor.
- e. Approval of Transparency Funding Application
The clerk explained the funding application explaining that a claim for the lap top computer, software and staff time to update and maintain the website would be submitted. Councillors agreed unanimously with the application
- f. Approval to pay for a year's subscription to EasySpace Easysite Live Pro Monthly rather than monthly which offers a small discount.
Councillors agreed unanimously for the clerk to pay and be reimbursed
- g. Approval for Clerk to pay and claim back payment for Lympne.net domain name to EasySpace.
Councillors agreed unanimously for the clerk to pay and be reimbursed

11. QUALITY COUNCIL STATUS.

The Council need to decide on whether they will approve funding for the Clerk to be trained for the Parish Council to obtain Quality Council Status

The council discussed the Quality Council Status and agreed that the Clerk should receive training however the actual benefits to Lympne as a council and a village are not clear.

ACTION – Clerk to identify what benefits, if any, this will bring to the Council and the Village.

12. LYMPNE.NET- Cllr AUGER

CLlr Auger reports that the Domain name and the website are now in the ownership of Lympne Parish Council. Training is now required for the clerk to maintain and update the site.

ACTION- Clerk and Cllr Auger to arrange meeting for initial training.

13. Village Play Equipment-

The Council will decide if they will meet the charges for Maintenance and Health and Safety Requirements of the Village Play equipment.

Denise Topham not present – Carried forward

14. APPOINTMENT OF INTERNAL AUDITOR

The Council will decide on the appointment of an Internal Auditor to review the councils accounts and internal procedures.

The Council agreed unanimously that Mr David Bucket should be appointed as the internal auditor.

15. VOLUNTEER SUPPORT WARDEN SCHEME

The Council will decide if they will support and fund this initiative-

The council carefully considered the information relating to this scheme. They considered the needs of the village and the current level of cover from the Warden Scheme which they considered adequate. They also considered the costs of the scheme.

The Council agreed unanimously not to take part in this project at this time due to the relatively high costs.

16. OTTERPOOL GARDEN TOWN

The Council will provide an update and review the recent data obtained from the consultation at Lympne Village Hall and decide on how this will be published and communicated

The council discussed the latest engagement process at Lympne Village Hall and the responses obtained from those spoken to by the Councillors in attendance.

Those spoken to were asked the following questions and the table below shows the numerical responses. The council discussed at length on how these figures should be used so as not to mislead the public. It was agreed that the raw figures will be published along with a newsletter article. It was agreed that these numbers should NOT be extrapolated to cover the whole population due to the small numbers spoken to.

Questions Asked	Numbers In Support Of Each Question
Do you support the 12000 home proposal	2
Do you support some Housing	58
Are you against all building	22
TOTAL RESPONSES OF THOSE ASKED	82
Total against the new Town Proposal is 97.6%	
Total for some development is 70.7%	
Total For the Town Proposal is 2.4%	

Councillors who attended the engagement process identified that the companies involved appeared to have little knowledge about the area and therefore further meetings with the companies involved would be needed to ensure that the views of LYMPNE are put forward. Concerns were also raised as to why a company registered abroad and therefore not paying UK tax was being used in this development.

ACTIONS-

1. CLERK- Invite Kevin Murray Associates to attend a Parish Council Meeting
2. CLERK- Invite a representative from ARCADIS to attend a council meeting.
3. CHAIR-Write to SDC to ascertain why they are partnering with a company that is registered abroad and would therefore not pay UK tax.
4. CLLR AUGER- to write an article for the news letter regarding engagement process including the figures and responses obtained from those spoken to.

17. ALDINGTON ROAD- LITTER UPDATE

The council will review the current situation concerning litter in the area

Mr Cowell reports that the litter is as bad as ever and recently bottles have been coming over the fence from an area where it is believed that people are living in a caravan.

ACTIONS- Chair will take pictures of the area and write to Kevin Fosbury and suggest a skip is placed at the entrance/exit to the site to encourage drivers to leave their rubbish rather than dispose of it into the surrounding countryside.

18. ITEMS FOR NEWSLETTER AND PUBLISHING ON LYMPNE.NET

1. An entry is required once the public meeting has taken place regarding the Village Hall.
2. Councils response to latest public engagement regarding the Otterpool Garden Town

19. ANY OTHER BUSINESS

CLlr Howes- Circulated an emergency planning template to the members to be read prior to the next meeting. This will be an agenda item for Councillors will decide if Lympne needs a stand alone Emergency Plan.

It was noted that the Parish Notice Boards require attention as they are letting in moisture. This subject will be an agenda item next month.

ACTION- Agenda item to be added for next months meeting

CLlr Hunter mentioned that some residents have asked a hand rail being installed on the slop along the footpath at Belcaire Close at its junction with Stone Street.

ACTION-This will be an agenda item at next months meeting

It was also noted that the water hydrant sign located near to the Parish Notice Board at Octavian Drive has been knocked over.

ACTION-The Clerk will contact Kent Fire and Rescue Service.

DATE OF NEXT MEETING WEDNESDAY 1st February 2017 unless otherwise advised. The meeting will be held in the Village Hall Committee Room at 7.00pm.

There being no further business the meeting closed at 2100hrs.

Jeff Lawrence

PARISH CLERK

22/12/16