

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 16th July 2018, Iden Green Pavilion, 7pm

Present	Cllrs Beveridge, Cruse, Kemp, Lewis and Thomas
In Attendance	C Levett, Clerk

Item		Action Responsibility
1. APOLOGIES	Apologies were received and accepted from Cllr Hall	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 18 th June 2018 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p>a. Great War Centenary Commemorations Cllr Thomas advised that the screening of Oh What A Lovely War will take place at the Village Hall on Friday 9th November.</p> <p>b. Peter Davies Commemoration Cllr Kemp advised that if replacing an existing flagpole then planning permission is not usually needed. To erect a new one, in a conservation area and to fly any flag other than the Union Flag permission will be needed. The Parish Council agreed to proceed with this. There is no cost to Parish Councils to submit a planning application. Cllrs Kemp and Lewis to liaise regarding site, location and size.</p> <p>c. Parish Councillor Email Addresses Cllr Thomas advised that there is a cost involved in setting up Outlook. The Clerk to seek further advice from Rohan Robar.</p>	<p>LK/JL</p> <p>CL</p>
5. REPORTS BY COUNTY AND BOROUGH COUNCILLORS	No reports received.	
6. NEIGHBOURHOOD DEVELOPMENT PLAN	<p>Cllr Thomas advised that TWBC has accepted 100 dwellings for Benenden over a 15 year period, which is broadly in line with the Parish Plan. Cllr Thomas to circulate a report from Tom Dawlings.</p> <p>The Clerk had circulated expenditure details and advised that a grant of £8,475 had been awarded by Groundwork UK to cover the professional fees.</p>	NT
7. PARISH WORKS AND GENERAL MAINTENANCE	<p>Cllrs Beveridge and Cruse had drawn up a list of required works. The Clerk to consider this in more detail, and contact Terry Baldwin to ascertain if he still wishes to undertake regular work for the Parish Council.</p> <p>It was agreed that items relating to Highways signs and footpaths should be reported to KCC.</p> <p>Cllr Lewis asked if the telephone sign at the Iden Green telephone box could be removed and replace by a defibrillator sign. This was agreed.</p>	
8. REPORTS BY CHAIR AND PARISH COUNCIL REPRESENTATIVES	<p>No KALC Area meetings or Parish Chairmen's Group meetings had taken place.</p> <p>Cllr Cruse advised that he had visited the Street Cruiser and spoken to the operatives. Some repairs to equipment had taken place and a request had been made to the Parish Council for further funding.</p> <p>The Parish Council felt that the Street Cruiser should make a formal proposal for funding to all the parishes which use the facility.</p>	

Chairman..... Date.....

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These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting.

9. PLANNING & TRANSPORTATION	<p>Planning Applications</p> <p>18 01841 FULL 5 Orchard Court The Street. Single storey rear/side/front extension. Cllr Beveridge and Thomas had visited the site. The Parish Council unanimously agreed to support the application.</p> <p>18 00919 FULL Unit 14, Apple Pie Farm. This application, supported by the Parish Council, had been refused by TWBC. The Clerk had circulated an email from the applicant. It was agreed that Cllr Thomas would email the applicant suggesting that he resubmits the application with more detail.</p>																															
10. HIGHWAYS & TRANSPORTATION	Cllr Beveridge reported that work had started at Castleton's Oak crossroads.																															
11. RESOURCING	<p>(i) Parish Council Monthly Finance</p> <p>The Parish Council Financial Transaction Report for June was circulated and agreed and the Parish Council ratified and approved the July 2018 payments list.</p> <p><u>Agreed July cheque payments :</u></p> <table border="1" data-bbox="375 763 1222 1133"> <tr><td>102400</td><td>C Levett – Wages</td><td>967.19</td></tr> <tr><td>102401</td><td>C Levett - Postage and Stationery</td><td>9.96</td></tr> <tr><td>102402</td><td>C Levett - Krystal Hosting Ltd – Server</td><td>179.99</td></tr> <tr><td>102403</td><td>J Boot - NDP Consultant</td><td>285.00</td></tr> <tr><td>102404</td><td>Tenterden Twilight - Public Toilet Cleaning</td><td>410.00</td></tr> <tr><td>102405</td><td>M Patrick - War Memorial</td><td>139.90</td></tr> <tr><td>102406</td><td>T P Jones & Co LLP - Payroll Q1</td><td>57.60</td></tr> <tr><td>102407</td><td>KALC - Parish Councillor Training</td><td>216.00</td></tr> <tr><td>102408</td><td>D Buckett - Internal Auditor</td><td>275.20</td></tr> <tr><td colspan="2">TOTAL</td><td>2540.84</td></tr> </table> <p>(ii) Internal Audit Report</p> <p>The internal audit report, provided by David Buckett, had been circulated. Items for action are in hand. It was agreed that the minutes of the Resourcing Committee would not be published on the website.</p> <p>(iii) Resourcing Committee Meeting 27th June 2018</p> <p>The minutes of the Resourcing Committee Meeting held on 27th June had been circulated. The Resourcing Committee made the following recommendations :</p> <p>Unauthorised Encampments : The Parish Council unanimously agreed to pay £500 into this fund annually.</p> <p>Playground Refurbishment : The Parish Council has agreed a payment of £5,000 this year as a donation towards the new playground. Benenden Village Trust/Play Benenden is looking to the Parish Council for a sum of perhaps £25,000. The Resourcing Committee recommends to the full Parish Council a further £5,000 from Section 137 funding this year, and £10,000 next financial year. It was also recommended that VAT is reclaimed through the Parish Council. The Parish Council</p>	102400	C Levett – Wages	967.19	102401	C Levett - Postage and Stationery	9.96	102402	C Levett - Krystal Hosting Ltd – Server	179.99	102403	J Boot - NDP Consultant	285.00	102404	Tenterden Twilight - Public Toilet Cleaning	410.00	102405	M Patrick - War Memorial	139.90	102406	T P Jones & Co LLP - Payroll Q1	57.60	102407	KALC - Parish Councillor Training	216.00	102408	D Buckett - Internal Auditor	275.20	TOTAL		2540.84	CL
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	<p>unanimously agreed to this.</p> <p>Data Protection Officer : The Parish Council unanimously agreed that the Clerk invites LCPAS to make an initial visit to determine the Parish Council's required level of action with regard to GDPR regulations.</p> <p>(iv) Request for Funding</p> <p>A request for funding assistance had been received from Tunbridge Wells Mental Health Resource Charity. The Parish Council is happy to promote this Charity but agreed not to provide funding.</p>	CL
12. CORRESPONDENCE	No items of correspondence.	
13. PARISHIONERS' QUESTIONS	No parishioners' questions.	
14. ITEMS FOR FUTURE CONSIDERATION	No additional items for consideration.	
DATE OF NEXT MEETING	Ordinary Meeting of the Parish Council Monday 17 th September 2018, Memorial Hall, 7pm	
	The meeting closed at 8:30pm	

Clerk to the Parish Council, 18th July 2018