

**LYMINGE PARISH COUNCIL**  
**18<sup>th</sup> May 2009**  
**DRAFT MINUTES OF ANNUAL GENERAL MEETING**

1. **Apologies for Absence:** Cllr S. Carey, Cllr D. Monk, Gary Harrison (CW)
2. **Declarations of Interest:** There are no declarations of changes to the register of interests
3. **Minutes of the Meeting held on 27<sup>th</sup> April 2009 at Lyminge Village Hall:** Approved and signed
4. **Matters arising from previous minutes for report:** None
5. **Election or Re-Election of the following**
  - a. Chair of Full Council: Cllr Richard Chubb. Proposed by Cllr M. Chubb, Seconded by Cllr C. Manvell, All in favour. Cllr R. Chubb made the declaration of acceptance of office of Chairman of Lyminge Parish Council, which was then dated and signed.
  - b. Vice Chair of FC: Cllr Colin Manvell. Proposed by Cllr R. Chubb, Seconded by Cllr R. Bergin, All in favour.
  - c. Chair of GP Committee: Cllr Derek Smith. Proposed by Cllr R. Bergin, Seconded by Cllr P. Hawken, All in favour.
  - d. Vice Chair of GP Comm: Cllr Rowena Bergin, Proposed by Cllr D. Smith, Seconded by Cllr N. Hunnisett, All in favour.
  - e. Chair of Finance Comm: Cllr Richard Chubb, Proposed by Cllr C. Manvell, Seconded by Cllr M. Chubb, All in favour.
6. **To receive Annual Report from Ward representative:** None
7. **To receive the Report of the Town Planning Committee:**

New Applications Received 18.05.09

  - a. Y09/0381/SH 2 St Marys Close Etchinghill /*No Objection but condition that replacement is native specimen*  
Felling of seven conifer trees, subject of Tree Preservation Order No.15 of 1995
  - b. Y09/0366/SH Home Farm Cottage Longage Hill Rhodes Minnis /*No objection*  
Erection of an open fronted single garage.
  - c. Y09/0378/SH Lyminge Church of England Primary School Church Road Lyminge /*Support*  
Consultation in respect of new extension for toilet and small teaching area.

Decisions by Planning Control Committee

  - a. Y09/0229/SH Keepers Cottage Canterbury Road Etchinghill Folkestone Kent  
40% crown reduction of 2 Poplar trees, the subject of Tree Preservation Order No. 6 of 1998.  
Approved with Conditions 05.05.2009
8. **To receive the Report of the General Purposes Committee Meeting:** held 11.05.09 Minutes available. Next meeting Monday 01.06.09 at 7.30pm Lyminge Methodist Parlour.
9. **To receive the report of the Finance Committee**
  - a. To approve the Grant Application submitted by Lyminge Age Concern, as recommended by the Finance Committee: Some queries were raised regarding the cost of the equipment for which the application was being made. The Finance Committee proposed a motion to approve the grant, all 8 members voted in favour. A request for funding was also received from the Girl Guiding Group. Matter deferred to the Finance committee.
  - b. To approve monthly statement of accounts: It was noted that until monthly statements are received, the differences are not going to be a nil amount. But it is important that the Bank Reconciliation values are the same. The projected end of year balance is low, but this will mean that much work will have been undertaken. The debt of £6.42 is to be removed from the accounts. The accounts were approved.
10. **To receive the report of the Community Warden:** None
11. **To receive the Reports of the Representatives on Outside Bodies**
  - a) Age Concern: A routine meeting was held 29.04.09. The Quiz Night has been cancelled due to lack of bookings. Volunteers are being sought to assist with admin tasks. Next Trustees meeting will be held on 11<sup>th</sup> June.
  - b) Footpaths: Walk took place on 17<sup>th</sup> May from Rhodes Minnis Village Hall car park. 11 walkers took part for the 5.5mile route through Lyminge Forest, taking 2hrs. Next walk is on 21.06.09 leaving Lyminge Post Office car park at 10am. Kent Highways have made a good job of replacing old styles with new kissing gates.

- c) Lyminge Village Hall Management Committee: Lyminge Day was very successful. A Mid-Summer Quiz will be held on 13<sup>th</sup> June. A Family Fun Day is being planned on 11<sup>th</sup> July with a BBQ and Treasure Hunt etc. The AGM will be held 21.05.09.
- d) Etchinghill Village Hall Committee (inc ERA): The AGM was held 17.05.09 with 24 residents attending. It was reported that with the progress and developments of the hall and grounds, 'Hall Mark' levels 1 & 2 had been achieved. 'Hall Mark' level 3 was being worked towards and Inspectors will make their assessment soon. ERA: Following the recent house fire, concerns had been raised over the location and quantity of fire hydrants. LPC to assist in formulating a survey of all Parish hydrants and circulating information gained. An instance of Anti-social behaviour and vandalism took place on 10.05.09. A complaint has been received from a resident regarding repeated instances of dog fouling. Enquiries have been received from several residents regarding the installation of the Broadstreet House footpath. Cllr Manvell confirmed that LPC were pursuing the issue.
- e) Lyminge Youth Action: The new Junior Play Area has been installed. The contractor is required to carry out some remedial tasks before the area can be used. A replacement Secretary and Treasurer are needed for the management committee. Next meeting 15.06.09.
- f) Tree Warden: No issues to report.
- g) Lyminge Primary School: Next Full Governors Board meeting 20.05.09. The Travel Plan Working Party is now in action and a meeting will be held 22.05.09.
- h) Lyminge Parochial Church Council: Prayer Week events are taking place, including each class from the Primary School visiting the Church for daily activities. A meeting was held to discuss updates relating to the Church roof to consider if the temporary repair will last for the next 4-5 years. Debate continues regarding the replacement roofing materials. Two new Churchwardens were appointed at the recent Annual Parochial Church Meeting.

## 12. Correspondence and Documentation received since the last Full Council Meeting:

- 1. National Savings & Investments – Annual statement of interest.
- 2. Kent Air Ambulance – Textile Bank Campaign request.
- 3. North Downs Way National Trail – Notification of signage work March 2011.
- 4. Lyminge Guides – Request to support trip to Switzerland. **Deferred to Finance**
- 5. EDF – Dungeness Nuclear New Build Newsletter.
- 6. DHA Planning Consultants – Invitation to planning training.
- 7. Shepway Community Partnership – Minutes
- 8. SDC Development Control Committee – Minutes
- 9. Land users of agricultural area surrounding Jubilee Field – Reply . **Deferred to GP**
- 10. KCC – Electronic communication on public path orders & definitive map modification orders.
- 11. SDC – Council Services in Kent. **Copies to be made for all Cllrs**
- 12. KALC – Parish News & Councillor's Information Day booking form
- 13. CPRE (now Protect Kent) – Kent Voice publication & newsletter.

## 13. Other Matters for discussion

- a. Contractors are to be contacted to gain the Notice Board key and remove replaced bins from Tayne Field and relocate one at JPA at Jubilee Field.
- b. A volunteer has offered time to assist with LPC Web site. Cllrs R&M Chubb and J. Carr are to attend the KCC free web training.
- c. As there is no meeting planned during August, the usual LPC back page in the Lyminge Newsletter will be available for other items in the September issue. Cllr were asked to consider appropriate notices for the space.
- d. Cllr R. Chubb and G. Baldock are to work on the Rhodes Minnis Bus Shelter foundations.
- e. Clerk to forward all APM reports to Cllr R. Chubb for use in other publications.

## 14. To consider the following accounts for payment:

- a. Final Internal Audit Fee 2008-2009 records - £105.00 **Approved**
- b. Printing Paper (£19.57 + 2.93 VAT) - £22.50 **Approved**
- c. Newsletter - £50.00 **Approved**
- d. Council Insurance Renewal Premium - £1,133.47 **Approved**
- e. Clerk's wages (27.04.09 – 18.05.09 40hrs @ £10/hr) - £400.00 **Approved**

## 15. Date and Venue of next full meeting – 7.30pm 29<sup>th</sup> June 2009 Etchinghill Village Hall

## 16. Meeting Closed 9.30pm