

## Lyminge Parish Council

### **Minutes of the Council Meeting held on Monday 27<sup>th</sup> April 2009 in Lyminge Village Hall.**

**Present:** Cllr R. Chubb (Chair), Cllr M. Chubb, Cllr R. Bergin, Cllr P. Hawken, Cllr N. Hunnisett, Cllr D. Smith, Cllr C. Manvell, Gary Harrison (CW), Pam Wooding (Clerk)

1. **Apologies for Absence:** Cllr T. Collins, Cllr D. Monk, Cllr S. Carey.
2. **Declarations of Interest:** There are no declarations of changes to the register of interests, except a new declaration by Cllr R. Chubb for Lyminge Age Concern.
3. **Minutes from Last Meeting:** Approved and signed.
4. **Matters Arising from Previous Minutes for Report:** None
5. **To receive the report of the Finance Committee:** Meeting held 08.04.09 Minutes available.  
Motion to move some provisions from 2008/09 to 2009/10 accounts, All in favour. Next meeting 13.05.09 3pm at Lyminge Library
6. **To approve the Accounts for the year ending 31<sup>st</sup> March 2009:** The Internal Auditor commented that good improvements were evidenced and noted during the Audit. Cllr Manvell noted that Cllr R. & Cllr M. Chubb had undertaken a great deal of work in order to improve LPC financial procedures. Some alterations are necessary to correct the Asset Register. Cllr Bergin proposed a Motion to approve the accounts, Seconded by Cllr Smith, All in Favour.
7. **To consider and approve the Statement of Internal Control:** Motion to approve proposed by Cllr Smith, Seconded by Cllr Hawken, All in Favour.
8. **To complete the Annual Financial Review of the effectiveness of the System of Internal Control and Internal Audit:** Members reviewed the effectiveness of the SIC and IA. Motion to approve proposed by Cllr Hunnisett, Seconded by Cllr M. Chubb, All in Favour.
9. **To approve the Risk Assessment Document:** Motion proposed by Cllr Bergin, seconded by Cllr Smith, All in Favour.
10. **To approve the motion to make appropriate changes to Standing Orders:** Motion proposed by Cllr M. Chubb, Seconded by Cllr Manvell, All in Favour.
11. **To approve the Asset Register:** Motion proposed by Cllr Hunnisett, Seconded by Cllr Bergin, All in Favour.
12. **To approve the Risk Management Policy and Motion to consider to 'Self Insure' Specific Items:** Decision made to defer discussion until insurance quotes have been gained for the various options.
13. **To sign as correct the Annual Return 2009:** Motion proposed by Cllr Bergin, Seconded by Cllr Smith, All in Favour. The Annual Return form was duly signed by the Chairman and RFO (Clerk)
14. **To approve in principle the grant application to be received from Age Concern:** The Council advised that it would be beneficial for good practice, if the Chief Officer for Age Concern completed the grant application form. Motion to approve in principle proposed by Cllr Smith, Seconded by Cllr Hunnisett, All in Favour.
15. **Report from Ward Representative:** No Report

### **16. Report from Planning /Parish Council Decision**

#### **Planning Applications Received 27.04.09**

##### **1. Y09/0319/SH Shillingford Canterbury Road Etchinghill**

Erection of an extension to the south west elevation.

##### **2. Y09/0231/SH Valley Farm Skeete Road Lyminge**

Change of use from fencing and agricultural contractors business to mixed use of residential unit and business use (paving contractors business, construction/production of paving slabs and associated storage) and retention of external alterations.

#### **SDC Development Control Committee Decisions**

##### **1. Y09/0128/SH Timaru Brady Road Lyminge**

Erection of a two-storey rear extension and single storey side extension (alterative scheme to that approved under Y08/1126/SH).

#### **Approved with Conditions**

**03.04.2009**

##### **2. Y09/0038/SH Ethelburga High Street Lyminge**

Erection of solar panels to rear 1st floor flat roof area

#### **Refused**

**06.04.2009**

##### **3. Y09/0132/SH Roman House Canterbury Road Etchinghill**

Erection of a detached triple garage with accommodation in the roof space.

#### **Approved with Conditions**

**06.04.2009**

4. **Y09/0044/SH** Barleycorn Woodland Road Lyminge

Erection of a rear extension.

**Approved with Conditions**

**16.04.2009**

5. **Y09/0057/SH** Canterbury Road & Longage Hill Lyminge

Rebuilding and reconductoring of existing overhead lines (Circular 14/90 consultation).

**No objection**

**24.03.2009**

**17. Report from General Purposes Committee:** Meeting held 06.04.09 Minutes available. Next meeting Monday 11.05.09 at 7.30pm Lyminge Methodist Parlour.

**18. Report from Community Warden:**

- a. There have been reports of increased incidents of Dog Fouling along the footpath between the Church and the Green. The Community Warden has requested some new signs from the SDC Dog Warden.
- b. There have been a few incidents of anti-social behaviour. These include beer cans and litter found in the school grounds.

**19. Reports from Representatives on Outside Bodies**

- a. **Age Concern:** Next meeting will take place on 29.04.09. The next Quiz Night will be on 16<sup>th</sup> May at the Day Centre. A collection was made at the Euro Tunnel terminal.
- b. **Footpaths:** Cllr R. Chubb led the Parish Walk on 19<sup>th</sup> April with 13 walkers following a route to North Lyminge, Elham, the Bluebell Woods and Rhodes Minnis. The next walk is on 17<sup>th</sup> May leaving the Rhodes Minnis Village Hall car park at 10am.
- c. **Lyminge VHMC:** Lyminge Day will take place on 9<sup>th</sup> May and will have the theme of a traditional Country Fayre. A maintenance evening will take place on 22<sup>nd</sup> May, all are welcome to come and join in painting tasks etc. Next Quiz is on 13<sup>th</sup> June.
- d. **ERA & Etchinghill VHMC:** The first shoots from the seeded verges are coming up. The AGM of the EVHMC will take place on 17<sup>th</sup> May.
- e. **Lyminge Youth Action:** The Pizza & Plans Youth Consultation event was beneficial, gaining some good ideas and feedback for the Challenging Play equipment. The Junior Play Area will be installed after Lyminge Day. A maintenance session will take place 6.30pm on 5<sup>th</sup> May.
- f. **Tree Wardens:** The Black Poplars in Etchinghill have undergone some crown reduction work.
- g. **Lyminge Primary School:** A Governor's meeting was held 31.03.09. The Chairman of the Governors and the Head Teacher will be attending the APM. Next Full Governors meeting will take place 20<sup>th</sup> May
- h. **Parochial Church Council:** The Annual PCC meeting will take place on 5<sup>th</sup> May, 7pm in the Church. All are welcome to attend and Church Wardens will be elected. The debate regarding the Church roof continues. A meeting has been called with English Heritage.

**20. Correspondence and Documentation Received**

1. ACRK – Oast to Coast publication.
2. Kent Downs AONB – The Orchid publication.
3. The Pilgrims Hospice – Pilgrims Matters publication
4. SDC – Council Summons & Agenda
5. Development Control Committee Minutes
6. Information Commissioner's Office – Freedom of Information Act DVD
7. Department of Energy & Climate Change – 'Have your say' leaflet
8. Equality & Human Rights Commission – Public Sector Equality Duties info.
9. CPRE – Invitation to renew membership £29.00 (Countryside Voice)

**21. Other Matters for Discussion.**

- a. A resident has requested permission to make a warning sign regarding the Ducks and Ducklings crossing Station Rd. All agreed this action.
- b. Another resident has expressed concern regarding the overgrown vegetation along Well Road. It was commented that the subsequent narrowing may be beneficial to the reduced speed of traffic.

**22. Accounts to be considered for Payment**

- a. Newsletter - £50.00 **Approved**
- b. Clerk's Phone Charges – (£47.77 + 7.16 VAT) - £54.93 **Approved**
- c. Room Hire (Lyminge Library £3 x 13) - £39.00 **Approved**
- d. Room Hire (Lyminge Meth Parlour) - £82.50 **Approved**
- e. Repair Replace Parish Equipment (salt bins x 2 £263.34 + 39.50 VAT) - £302.84 **Approved**
- f. CPRE Annual Subscription - £29.00 **Approved**
- g. Clerk's Pay 30.03.09-27.04.09 for 40 hrs @£10/hr Total - £400 **Approved**

**23. Next Full Council Meeting (AGM): 7.30pm Monday 18<sup>th</sup> May 2009 at Lyminge Village Hall.**

24. Meeting Closed 10.00pm