

Unconfirmed Minutes of a Meeting of Lyminge Parish Council held on 23 November 2009 at Lyminge Village Hall.

Present: Cllrs R Chubb (Chairman); Mrs M Chubb; T Collins; Mrs N Hunnisett; C Manvell; and, D Smith.

In attendance: Community Warden G Harrison and Clerk.

- 1 **Apologies for Absence** were accepted from Cllrs G Baldock; Mrs R Bergin; P Hawken; and, D Monk. Apologies were also accepted from County and District Councillor Miss S Carey.
- 2 **Declarations of Interest** – Cllrs Mrs M Chubb; R Chubb; Mrs N Hunnisett; C Manvell; and, D Smith all declared personal interests in minute 10. Cllr Manvell declared a personal interest in minute 8.5.
- 3 **Minutes of the Meeting held on 26 October 2009** – The minutes had been circulated prior to the meeting. The minutes were **agreed** and signed as correct by the Chairman.
- 4 **Matters arising from the Minutes of the meeting held on 26 October 2009:**
 - 4.1 **Grass Verge Outside the Doctor's Surgery in Church Road** (minute 8.1) – No land ownership had been established. Referred to General Purposes Committee.
- 5 **Report from Ward Councillor** – In the absence of Cllr Miss Carey there was no report.
- 6 **Planning Committee:**
 - 6.1 **Planning Consultations received** – a list of consultations received since the last meeting had been circulated with the agenda together with the views expressed by the Parish Council. The list was **accepted**.
 - 6.2 **Planning Decisions** – a list of decisions made by Shepway DC since the last meeting had been circulated with the agenda. The list was **accepted**.
 - 6.3 **Certificate of Lawfulness (09/0919)** – this application had not been received. Cllr R Chubb **agreed** to follow this up with Shepway DC Planning.
 - 6.4 **Sale of Plots at Longage Hill** – The Chairman reported that a fourth company marketing individual plots on the site had been identified. He confirmed this information had been sent to Shepway Planning.
- 7 **General Purposes Committee** – the minutes of the meeting of 2 November 2009 were presented by Cllr Smith. There was brief discussion and updates on:
 - 7.1 **Salt Bins Installation** (minute 4.9) – not yet installed.
 - 7.2 **Pedestrian Barrier in Church Road opposite Tayne Field** (minute 4.14) – This work has yet to be completed.
 - 7.3 **Use of Jubilee Field by Magpies FC** (minute 5.3) – A new agreement for November/early December has been issued.
 - 7.5 **Purchase of Football Equipment** (minute 5.6) – An order has been placed for flags and line marking equipment. The grant application for goal posts and nets has been submitted.
 - 7.6 **Replacement of Jolly Gerald See-Saw** (minute 6.3) – The work has been completed.
 - 7.7 **Swing Seats** (minute 6.4) – The order has been placed.
 - 7.8 **Safety Surface Quotations** (minute 6.5) – A site visit by Wicksteed has been undertaken and a quote is awaited.
 - 7.9 **Proliferation of Advertising Boards** (minute 9) – The boards have been removed. It was **agreed** to receive the minutes of the General Purposes Committee of 2 November 2009.
- 8 **Finance Committee** – the minutes of the meeting of 11 November 2009 were presented by Cllr R Chubb. There was discussion on the following items:
 - 8.1 **Management Accounts** (minute 5) - After an explanation of virements between budget headings and changes to provisions and accruals, the management accounts to the end of October 2009 were **agreed**.
 - 8.2 **Review of Financial Regulations** (minute 6) – Interim conclusions were attached to the minutes as Appendix 1. These were noted as work in progress. It was **agreed** to adopt the HMRC scales for non taxable reimbursement of mileage with immediate effect.
 - 8.3 **Budget for 2010/11 Financial Year** (minute 8) – A recommended budget had been previously circulated. There was a lengthy discussion. It was **agreed** to accept the recommended budget.
 - 8.4 **Precept for 2010/11 Financial Year** (minute 8) – The draft precept was provisionally **agreed** and will be confirmed to Shepway DC in January.
 - 8.5 **Grant application from Etchinghill Village Hall** (minute 9) – The recommendation to offer a grant of £3,000, and a contact for further possible grant aid towards the purchase of replacement chairs, was **agreed**. It was **agreed** to receive the minutes of the Finance Committee of 11 November 2009.
- 9 **Report of the Community Warden** – The Community Warden reported on a quiet month but dog fouling in Etchinghill remains a minor unresolved issue. He advised all residents to be aware of potential Christmas scams.
- 10 **Reports from Outside Bodies:**
 - 10.1 **Age Concern** – Cllr Mrs Chubb reported on a routine November meeting; on a Coffee Morning on 26 November; on a Client Christmas Party on 18 December; and, on the 25 January 2010 Board meeting.

- 10.2 **Footpaths** – Cllr R Chubb reported on the November Parish Walk. The next Parish Walk is on 13 December.
- 10.3 **Lyminge Village Hall Management Committee** – Cllr Mrs Hunnisett reported on a successful Bonfire event with increased numbers; on the recent Christmas Craft Fayre; on the Railway Swing Band on 9 December; and, on the next Management Committee on 12 December.
- 10.4 **Etchinghill Village Hall Management Committee** – Cllr Manvell reported on a routine Management Committee; on a successful Open House event; and, on the New Year's Eve Party.
- 10.5 **Etchinghill Residents Association** – Cllr Manvell reported on the mid November AGM where 2 new Committee members were elected but no Chairman; that the Christmas trees had been planted but lighting arrangements were not yet finalised; on a successful Race Night; and, that a response was awaited from Shepway DC on repair to a wall.
- 10.6 **Lyminge Youth Action** – Cllr Mrs Hunnisett reported on the joint meeting earlier in the evening on the Lyminge Challenge project; on the recent AGM with increased membership; on the donation of 5-a-side goal posts; an unexpected grant from the Colyer-Ferguson Trust; and, on the 12 December Committee meeting.
- 10.7 **Tree Warden** – Cllr R Chubb reported that there had been no tree damage despite high winds and heavy rain.
- 10.8 **Lyminge Primary School** – Cllr Mrs Chubb reported that she was unable to attend this evening's meeting of Governors. In light of other commitments she had, regretfully, resigned as a Community Governor
- 10.9 **Lyminge Parochial Church Council** – Cllr Smith reported an imminent decision on the roof issue; on a successful Remembrance Day service; on a successful St Nicholas Fayre; on over 300 Christmas "shoeboxes" donated; on the Carol Service on 19 December; on carols around the village on 22 December; and, on the normal Christmas services.
- 10.10 **KALC Annual Meeting** – Cllr Smith reported on a routine Annual Meeting. Kent's Transport Strategy, discussed at the meeting, will be circulated by KALC for further discussion.
- 11 **Correspondence and Documentation Received** – a list of correspondence received since the October Council meeting had been circulated with the agenda. It was **agreed** that:
- 11.1 Kent Fire and Rescue Service's Integrated Risk Management Plan would be circulated in-between meetings for comments.
- 11.2 Quadrennial Review of Remuneration for Parish and Town Councillors – to Finance Committee.
- 11.3 Kent Highway Services 2009 Survey – Cllr Manvell to complete and return.
- 11.4 New Ways to Pay Council Bills – to go on Lyminge notice board.
- 11.5 HMRC End of Year Employer returns – to Finance Committee.
- 11.6 Invitation to Lord Lieutenant's Annual Civic Service – To full Council in January 2010.
- 12 **Rude Mechanical Theatre Company** – it was **agreed** to give consent to the Company for an event on Tayne Field on 18 July 2010 but sited away from any archaeological dig that may be taking place.
- 13 **Little Stour & Nailbourne River Management Group** – it was **agreed** that Cllr Smith be the Council's representative.
- 14 **Page Numbering of Minutes** – it was **agreed** to consecutively number the loose leaf pages of Council minutes as required by law.
- 15 **Other Matters Raised by Councillors:**
- 15.1 **Free Trees for Tayne Field** – Cllr Mrs Hunnisett asked for a volunteer to collect the free trees from Samphire Hoe on 28 or 29 November. Cllr Smith or Cllrs Chubb **agreed** to collect the trees.
- 15.2 **Chairman of Shepway Council's Civic Event** – it was clarified who would be attending.
- 16 **Accounts for Payment** – a list had been circulated with the agenda for the meeting. The following payments were **approved**:
- Cheque 1422 for £805.00 for the Council's new computer, monitor, software, etc.
- Cheque 1423 for £1,000.00 as a grant to Rhodes Minnis Methodist Church to help finalise interior refurbishment.
- Cheque 1424 for £79.93 for SpeedWatch tuning fork.
- Cheque 1425 for £13.00 for October hire at Lyminge Village Hall.
- Cheque 1426 for £177.10 for Clerk's Broadband installation and advance line rental.
- Cheque 1427 for £428.17 for Clerk's net November salary.
- Cheque 1428 for £125.10 for November tax and NIC payments.
- Cheque 1429 for £94.84 for 5 reams of office paper and 5 printer cartridges.
- Cheque 1430 for £43.27 as reimbursement of mileage expenses.
- Cheque 1431 for £147.00 for October grounds maintenance.
- 17 **Date and Venue of next Council Meeting** – Confirmed as 7.30pm on Monday 25 January 2010 at Lyminge Methodist Parlour.

The meeting closed at 10.20pm.

**LYMINGE PARISH COUNCIL WISHES ALL ITS
RESIDENTS
A PEACEFUL AND PROSPEROUS NEW YEAR**