

**Unconfirmed Minutes of a Meeting of Lyminge Parish Council held on 26 April 2010 in Lyminge Methodist Parlour.**

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

**In attendance:** The Clerk.

- 1 **Apologies for Absence** were accepted from Cllrs 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 12.
- 3 **Minutes of the Meeting held on 29 March 2010** – 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 29 March 2010:**
  - 4.1 **Dungeness Power Station** (minute 4.2) – The inclusion, or not, of Dungeness in the final National Policy Statement on Energy Supply will be taken “later this year”.
  - 4.2 **Management Accounts for End February 2010** (minute 8.1) – A corrected version had been previously circulated and the corrections were explained by the Chairman. It was **agreed** to accept the accounts.
  - 4.3 **Woodland Road Telephone Kiosk** (minute 10) – The “adoption” contract has been signed and returned to BT.
  - 4.4 **Litter at Station Road Car Park and The Sidings** (minutes 15.4 and 15.5) – The Clerk reported that street cleaning cycle was quarterly.
- 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**. In addition, there was preliminary discussion on applications 10/0310, 10/0327 and 10/0332 but no decisions were taken.
  - 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 **Application 09/0231** – The Chairman, Cllr R Chubb, reported on verbal evidence he had given on behalf of the Parish Council to Shepway’s Development Control Committee to allow approval to be granted at Valley Farm, Skeete Road.
- 7 **General Purposes Committee** – the minutes of the meeting of 12 April 2010 were presented by Cllr Smith. There was a brief discussion on the following items:
  - 7.1 **Bridleway HE39 at Farthing Common** (minute 3) – A letter from KCC confirming withdrawal of the provisional application to divert the bridleway was reported.
  - 7.2 **Salt Bin at Lyminge Library** (minute 5.4) – Now in place.
  - 7.3 **Safety Mirror in Well Road** (minute 5.5) – Now in place.It was **agreed** to receive the minutes of the General Purposes Committee of 12 April 2010.
- 8 **Finance Committee** – the minutes of the meeting of 14 April 2010 were presented by Cllr R Chubb. There was discussion on the following items:
  - 8.1 **Management Accounts** (minute 5) – After an explanation by the Chairman the accounts to the end of March 2010 were **agreed**. It was noted that there was an uncommitted year-end balance of £18,738.
  - 8.2 **Self Insured Play Equipment Reserve Fund** (minute 6) – After an explanation of the reasons for the recommendation it was **agreed** to create a specific reserve fund of £5,000 at year end.
  - 8.3 **Draft End of Year Figures for Audit Commission Return** (minute 6) – These figures had been previously circulated. These were **agreed** with an amendment to the reasons for the variances between years.
  - 8.4 **Complaints Procedure** (minute 10) – The recommended procedure was **agreed**.
  - 8.5 **End of Year Accounts for Annual Parish Meeting** – a summary set of accounts was **agreed**.It was **agreed** to receive the minutes of the Finance Committee of 14 April 2010.
- 9 **Statement of Internal Control** – A draft had been previously circulated and was **agreed**.
- 10 **Annual Parish Meeting on Thursday 20 May 2010** – arrangements were discussed and **agreed**.
- 11 **Report of Community Warden** – In the absence of G Harrison there was no report. Councillors reported on young people and resulting rubbish near Bridge Farm, Station Road, Lyminge and inappropriate behaviour at Etchinghill Village Hall by young people. It was **agreed** that the Clerk inform the Community Warden.
- 12 **Reports from Outside Bodies:**
  - 12.1 **Age Concern** – Cllr Mrs Chubb reported on discussions between the Boards of Age Concern Lyminge and Age Concern Hythe that had led to an agreement in principle to merge. This agreement is for financial reasons but will protect existing services.

- 12.2 **Footpaths** – Cllr R Chubb reported that 9 walkers participated in the April walk on a sunny day over 5.5 miles. The next Parish Walk will be on 16 May.
- 12.3 **Lyminge Village Hall** – Cllr Mrs Hunnisett reported on a successful Quiz Night and on preparations for Lyminge Day on 8 May – for which volunteers would be welcomed. At the recent Management Committee meeting a new heating system was discussed. The ACRE Hallmark scheme is being investigated. The AGM will be on 11 May.
- 12.4 **Etchinghill Village Hall** – Cllr Manvell reported that Carers Support was the topic at the last “Open House”. There had been a spring clean of the hall. The AGM would be on 16 May.
- 12.5 **Etchinghill Residents Association** – Cllr Manvell reported that the cap and ball will be replaced at the entrance to Meriden Park by the end of May and that there had been a successful table top fair recently. ERA will contribute to the 40<sup>th</sup> anniversary of the Lyminge Association in a way yet to be decided. A flower trough will be placed on the “Triangle” and planning consent will be needed. The refurbishment of the two benches on Canterbury Road was progressing. The notice board opposite “The New Inn” will be replaced with a larger board. ERA will liaise with “Lyminge Online” to ensure that there is greater co-ordination of dates to avoid clashes of events in the future
- 12.6 **Lyminge Youth Action** – The Management Committee will meet later this week.
- 12.7 **Tree Warden** – Cllr R Chubb reported that the Shepway DC Tree Officer has inspected the yew tree at the entrance to the churchyard and has asked for a churchyard tree maintenance plan. This will result in closer liaison between the church and Shepway DC in the future on maintenance issues.
- 12.8 **Lyminge Association** – Cllr Mrs Chubb reported on the meeting of 21 April where plans for the September anniversary were progressed. The April garage safari was well attended.
- 12.9 **Lyminge Primary School** – In the absence of Cllr Hawken there was no report.
- 12.10 **Lyminge Parochial Church Council** – Cllr Smith reported that Prayer Week will commence on 17 May and will involve the Primary School. The Easter events went well and plans have been made for The Picnic on Tayne Field at the end of July.
- 12.11 **Shepway Planning User Group** – Cllr R Chubb reported on the meeting of 14 April. Items covered were the Shepway Core Strategy which will be approved in 2011; E-Planning where LPC had volunteered to trial the system; and, an update on the law on advertisements. It was confirmed that Kent Highways will not allow any posters or advertisements on its land. This is enforced by Shepway DC.
- 12.12 **KALC Shepway Committee** – Cllr R Chubb reported on the meeting of 15 April. Items covered were parish council representation on the Shepway Transportation Board; Standards Board for England; some county association dis-satisfaction with NALC; a high level of KALC membership; and, a review of KALC’s training programme.
- 12.13 **Protect Kent Conference** – a report from Cllr Hawken on the conference on 20 April was tabled.
- 13 **Correspondence and Documentation Received** – a list of correspondence received since the March Council meeting had been circulated with the agenda. It was **agreed** that:
- 13.1 The invitation to enter the Kent Village of the Year Competition was referred to Lyminge Youth Action.
- 13.2 The Kent Highway Survey of Winter Performance was referred to the May General Purposes Committee.
- 14 **Other Matters Raised by Councillors:**
- 14.1 **Nailbourne Stream** – Cllr Smith reported that all pumping had now ceased with some pumps removed but others remaining in situ.
- 14.2 **Speed Watch** - Cllr Manvell reported a potential fault on the equipment. If proven it would cost £190, including carriage, to repair – approximately £63 per Council. It was considered sensible for each Council to test the equipment and, afterwards, come to a decision.
- 15 **Accounts for Payment** – a list had been circulated with the agenda for the meeting. The following payments were **approved**:
- 1 Cheque 1466 for £28.70 (no VAT) for Councillor travel expenses
  - 2 Cheque 1467 for £817.81 (£696.01 + £121.80 VAT) for KALC annual subscription
  - 3 Cheque 1468 for £29.00 (no VAT) for CPRE annual subscription
  - 4 Cheque 1469 for £85.00 (no VAT) for Action with Communities in Rural Kent annual subscription for LPC, Etchinghill VH and Lyminge VH
  - 5 Cheque 1470 for £424.96 for Clerk’s net April salary
  - 6 Cheque 1471 for £123.23 for HMRC NIC and PAYE contributions for April 2010
  - 7 Cheque 1472 for £70.00 (no VAT) to Lyminge Methodist Church room hire
  - 8 Cheque 1473 for £26.93 (£22.92 + £4.01 VAT) for traffic cones and hazard tape
  - 9 Direct Debit for £55.31 (£48.07 + £8.24 VAT) for Clerk’s telephone line and calls
- 17 **Date and Venue of next Council Meeting** – 7.30pm on Monday 26 April 2010 in Lyminge Methodist Parlour.  
The meeting closed at 9.59pm.