

Little Chart Parish Council (LCPC)

Minutes of Ordinary Parish Council Meeting held in-public and in-person on Tuesday 14th September 2021 at Little Chart Village Hall, The Street, TN27 0QB beginning at 7.30pm

Unique Minute No 84/	Business	Record	Action (by whom, & within what timescale)
1	Note of Persons Present	Cllrs Brasier (Chairman) Ladds, Diebel, Beck, Rivolta, plus 2 members of the public, Mr Sharpe (Clerk & Responsible Financial Officer/ RFO). The meeting was quorate, with 5 Councillors.	
2	Apologies	None.	
3	Declarations of Interest	The Chairman asked Parish Councillors to declare any interests in the business on the agenda. No declarations were made.	
4	Minutes of last meeting	The minutes of the Parish Council Meeting (no 83 bis) on 1 st June 2021 were agreed as a true record and signed by Cllr Brasier as the person presiding.	Clerk to place them in the Minutes Book & ensure website is updated by 28 th September
5	Matters arising	None.	
6	Public Interval	When invited to speak by the Chairman, a member of the public asked if any reply had come from Ashford Borough Council (ABC) about Little Chart Ruined Church. The Clerk stated that he had sent a number of emails, and received a partial reply stating that the fencing had been erected around the church building on October 2020 by ABC as the landowner "due to a risk to public safety from potential falling masonry". A further reply regarding the future of the building is still awaited.	
7	Report of Kent County Councillor (KCC) Charlie Simkins	<p>KCC Cllr Simkins stated KCC has started to meet in person again after lifting of COVID restrictions. This is allowing more discussions and decisions to be made, including last week's announcement on Social Care (the largest item in KCC's budget), and working with the NHS. The UK Government will be conducting a spending review, to be announced on 27th October, which will allow a 3-year financial plan for KCC to be developed. Last year's budget was balanced, but challenges are anticipated in the coming year's KCC budget-setting process. Fortunately the news on the COVID pandemic in Kent seems better than the national average. However, the continuing issue with the Government on the support which KCC can offer to unaccompanied minors has only recently been improved by a useful dialogue with the Home Office. The most recent announcement should lead to a more equitable sharing of the load of responsibilities in this area, which generates huge amounts of work and great concern among KCC Members and Officers. As an example, KCC is working particularly hard on educational opportunities for unaccompanied minors, health and education being top priorities.</p> <p>KCC Cllr Simkins asked if the Little Chart highways improvements, which he had part-funded from his Member's Grant, had helped improve the situation in the village. LCPC Councillors opined that the Village Gateways may not have changed speeding behaviours noticeably, and that the nearby vegetation was beginning to obscure some of the structures and speed signs.</p>	Clerk to make enquiries about cutting back vegetation and report to November meeting.
8	Financial report	The Clerk & Responsible Financial Officer Mr Sharpe noted that he had emailed to Councillors a scan of the latest Bank Statement on 2 nd September. He informed Councillors that the bank reconciliation was accurately reflected in the statement balance of	Clerk to update Financial Day-Books and circulate next

		<p>£18, 552.61, there being no outstanding cheques or lodgements. The Council then considered under LCPC <u>Financial Regulation 6.6</u> the previous payment of the cheques for:</p> <p>CHQ 537 M Sharpe, Clerk & RFO Quarterly Salary £384.09 no VAT</p> <p>CHQ 538 HMRC Clerk Income tax £80.40 no VAT</p> <p>CHQ 539 Information Commissioner's Office (ICO), Stockport; Data Protection registration (yearly) £40.00 no VAT and RESOLVED to ratify all of these payments, then considered the payments to be made on invoice to:</p> <p>PKF Littlejohn, London; External Audit 2021 £240.00 including VAT</p> <p>M Coleman, Greatstone; Grass Cutting 2021 to date £1530.00 inc VAT (CHQs 540 and 541 respectively) and RESOLVED to pay accordingly.</p>	<p>available Bank Statement to Councillors by email, by 11th October.</p> <p>All Councillors to bring forward FY 22/23 budget proposals to November meeting using 21/22 Budget heads already emailed.</p> <p>Clerk to post cheques without delay.</p>
9	Planning	<p>Councillors reviewed the application for Listed Building Consent: 21/01414/AS Replacement Front Door at <i>Keepers, Calehill Road TN27 0QF</i>. After due deliberation they decided 'no objection', proposed S Rivolta, seconded A Diebel</p>	<p>Clerk to signify 'support without comments' on the ABC Planning Portal, before 1st October.</p>
10	Correspondence	<p>1. Ashford United Football Club emailed to ask to display their match day posters on LCPC Notice Board and website:- www.littlechartparishcouncil.org.uk RESOLVED so to do.</p> <p>2. An email request from Ashford Borough Council for nominations for Kent Volunteering Awards – RESOLVED no reply</p> <p>3. A written request for donation to Victim Support, Ashford was received RESOLVED to turn down this request.</p>	<p>Clerk to request and post up AUFC posters when received.</p> <p>Clerk to reply to ABC and Victim Support informing of decisions, by 27th September 2021..</p>
11	Trimming of Parish Council hedge	<p>A request was received from a resident of Little Chart Forstal for the Parish Council to trim the part of the vegetation forming a hedge alongside Public Footpath AW 110 (the track from Ram Lane past Forstal Farmhouse and Thatch). After deliberation the Council RESOLVED that this should be carried out in due course.</p>	<p>Clerk to continue with Application to ABC for Tree Work in a Conservation Area, and report to November meeting.</p>
12	Highways Improvement Plan Committee recommendations	<p>The Council noted the meeting of 22nd June available as MINS HIPC2 on www.littlechartparishcouncil.org.uk</p> <p>The action point relating to an early meeting of Full Council for consideration of the HIPC advice had not resulted in any meeting. An attempt at gathering feedback to the 20 mph zone proposals had received little response from residents. Committee Members therefore advised that it would be preferable for a fully worked out Design Proposal from KCC Highways to be presented for comments, so that the public could have a precise idea of the proposals. Committee Members also advised on the usefulness of the process and the importance of direct contact with the responsible officers within Kent Highways.</p> <p>Councillors RESOLVED to invite the relevant KCC personnel to a convenient evening meeting in Little Chart, or to an online meeting, to explore the HIP issues further.</p>	<p>Clerk to invite KCC Schemes and Highways Steward personnel to in-person or online meeting with Councillors and Committee Members, by 24th September, for a date up to and including the November Parish Council meeting on 9th November.</p>
13	Selection of qualified legal advisor/negotiator	<p>The Council noted that two firms of solicitors (from 4 firms approached) had responded with estimates for the specified work. After due deliberation it RESOLVED to contract with firm 1, specialising in Parish Council matters, proposed R Brasier, seconded A Diebel.</p>	<p>Clerk to enter into contractual relations for Grant of Easement work.</p>

14	General Power of Competence (GPoC)	The Clerk reported that LCPC now meets the criteria for taking up this Power in accordance with the Localism Act 2011, as he was awarded the Certificate in Local Council Administration (CiLCA) on 20 th July; and more than 2/3 of Councillors are elected rather than co-opted. The Parish Council RESOLVED to assume the GPoC, which falls to be re-assumed at the Annual Parish Council meeting each May, proposed R Brasier, seconded J Ladds.	Clerk to place the re-assumption on the Annual Meeting Agenda, by end April 2022.
15	Forum for exchange of information	<p>The Chairman invited informal discussion of local issues from Councillors. He noted that the memorial bench for Joan Kelley was due to arrive the following morning, for placing on The Plantation. The funding and arrangements for this had been made by local residents, to whom the Parish Council extends its thanks. Councillors also expressed a desire to hold residents' get-togethers on The Plantation on occasions such as Hallowe'en and around Christmas.</p> <p>A Diebel noted that a planned development of housing at the disused golf course in Bear Lane (in Bethersden parish) might lead to increased traffic in Little Chart.</p> <p>Councillors also noted that the Village Hall Management Committee (Little Chart Institute Charity No 302787) has appointed a new Treasurer.</p>	<p>Clerk to enquire about insurance and maintenance of the bench, when convenient.</p> <p>All Councillors to consider bringing proposals to November meeting for policies on holding events/displays, and funding them.</p>
16	Date of next Parish Council Meeting.	9 th November 2021 at 7.30pm in the Village Hall, subject to COVID-secure provisions.	Clerk to arrange venue booking, prepare agendas and supporting papers, by 3rd November.

The meeting was closed by the Chairman at 8.32 pm.