

MINUTES

Tuesday 12th April 2016

7.30pm

Top Room, Charing Parish Hall

1.	Apologies: Borough Cllr C Bell Councillors M Weekes & S Heuch In attendance : Chair T Reed Vice Chair C Bain-Smith; J Leyland; S Hallam; H Billot; S Hawkins Leyland A Gudge & the clerk.
2.	Declaration of Interest none
3.	Ten minute public discussion and question time: The Occupier of Amberley House was in attendance ref his previous planning application. He commented on the PC reasons for the objections to the application.
4.	Six minute Borough Councillor question time: no one present.
5.	Planning Applications:
5.1	16/00322/AS Ground Floor Rear and First Floor Part 18 High Street, Charing: Change of use from office (B1) use to residential dwelling (C3) to rear ground and first floor for Mrs Jane Emblem(unanimous)(recommend refusal)
5.2	16/00453/AS Mill House Lodge, Bowl Road, Charing: To erect a white PVCu framed conservatory to the rear of the property for Mr D Borthwick (unanimous)(recommend support)
5.3	16/00381/AS Little Cradwells, Pluckley Road Charing: Erection of front and rear single storey extensions, alterations to facilitate loft conversion. Insertion of dormer window in north elevation and erection of porch to side (north) elevation for Mr P Smith (unanimous)(recommend support)
5.4	16/00406/AS Telecommunications site rear of Three Ways Engineering Charing: The Installation of 2no. 1800mm diameter dishes on existing mast, equipment within existing cabin and works ancillary thereto for Optiver (unanimous)(recommend support)
5.5	16/00362/AS Wilks Farm, Lenham Heath Road, Prior approval for the associated operational development in accordance with prior approval 15/01325/AS (Prior approval for the proposed change of use of agricultural buildings to 1no. dwelling house)(unanimous)(recommend support)
6	Planning Decisions:
6.1	16/00101/AS Amberley House, The Hill Charing: Two storey side extension incorporating double garage and store; rear balcony for Mr & Mrs Mortlock (Granted)
6.2	16/00109/AS 31 High Street Charing; Proposed change of use from a mixed use as a shop dwelling to use as a single dwelling for Mr B Edwards & Miss C Little(Granted)
6.3	16/00152/AS Proposed mast on land between Towner Close and Maidstone Road Charing; Installation of equipment necessary for the provision of terrestrial and satellite services for Miss Karen Dunn (Granted)
6.4	16/00103/AS 26 Station Rd Charing: First floor rear extension change from flat to pitched roof to existing rear extension for Mr A Borg (Granted)*
7	Appeals
7.1	15/00051/AS Land East of Badgeworthy: Erection of new dwelling (Dismissed)
8.	Minutes of Previous Meeting: These were agreed and signed.
9.	Matters Arising:
9.1	Queen's Birthday Celebrations / Beacon:This will be held in The Market Place

	starting at 7.30pm. The clerk will give flyers to the school and contact the Cubs, Scouts and other groups.
9.2	Mr McAuley -Jones ref Cemetery charges. (decision required) It was decided to invite Mr McAuley- Jones to the next meeting.
9.3	Bus Shuttle/ Post Office: The bus was going well POL with pay the invoice which will be forwarded on at the end of the month.
9.4	Archbishops Palace: Paul Drury will be getting back with a date for the follow up open meeting with A.B.C . It has been reported that the cracks are getting worse and are approx. 2 inches bigger.
9.5	Councillor Vacancies/ Annual Meeting: The vacancies will be mentioned at the open meeting.
9.6	The Oak: the forms are being completed.
9.7	Community Award: The certificates and winner's prize will be obtained.
10	Finance
10.1	"Amendments to the Financial Policy: key financial work plans & governance 2016/17 Minor changes to the Financial Policy document were agreed. It was agreed that during the coming financial year the council would review the Standing Orders, develop an overarching risk assessment document incorporating existing assessments, investigate on-line banking and develop a new reserves management policy. As an initial step for the last of these a second bank account would be opened with a bank that was not counted as part of the Nat West Group for Financial Services Compensation Scheme purposes. It was agreed to use Barclays Bank for this."
10.2	Appointment of Internal Auditor. It was agreed to employ David Bucket.
10.3	Revision to 2016/2017 budget. Committees would re look at the budgets.

Expenses:			
	Payee:	Details:	£
DD	SWALEC	Electricity hall Period to Feb DD	1066.96
DD	Sage 50 Account	Feb/March DD	127.88
DD	Sage Pay roll	Feb/March DD	9.27
5772	The Bowl Contra £28.30)	Annual Dinner (JLcontra see Income)	125.70
5773	A Pack (StumpOut)	Previous cheq cancelled	40.00
5718	A Pack (StumpOut)		-40.00
5774	Staples	Office Supplies	17.75
5775	Southern Water	21 August to 18 February	40.65
5776	Kevin Giles	General clearing/tidy Gardens	180.00
5777	NALC Book	Local Councils Explained	54.99
5778	Chubb	Year Sub for fire extinguisher	153.02
5779	Phs Group	Hall supplies	26.66
5780	Charing Primary School	Donation	750.00
5781	1 st Scout Group Charing	Donation	150.00
5782	Campbell Charity	Donation	250.00
5783	Gardening Group at Charing Surgery	Donation	895.00
5784	M Weeks	Councillors replacement Cheq	50.00
5694	M Weeks	Previous cancelled Cheq	-50.00

5785	Action with Communities in Rural Kent	Course for Hugh Billot	15.00
5786	Charing Parochial Church Cou	CPCC previous sent back	150.00
5767	Charing Parochial Church Cou	CPCC previous sent back	150.00
	Cheq No's 5787/5788 and 5789	See Salary	
5790	The Charing Stores	Year Goods Stamps/food/Supplies	217.47
5791	Rose Bud Vintage	Lunch with David Buckett Internal Auditor	45.80
5792	David Buckett	Pre Health Check Audit 2015/2016	259.00
DC	Party Packs	20x20m Bunting Union Jack	357.60
DC	Bullfinch Gas Equipment (9/3)	Beacon for Queen 90 th	358.80
5793	MC Testing Services	2 new hand dryers wiring installation/testing electrical	325.00
5794	Mrs H Evers (Burial Clerk)	Dec 2015 to March 2016	857.00
DC	Hippo Bags	4 Hippo Skip Bags	724.95
5795	Kier Services	Ground Maintenance Jan/March 2016	2730.00
5796	Riverside Environment	Management Survey Hall	540.00
5797	N Austen	Hippo Bags/Computer back up	80.00
5798	Phs Group	Service Hall 24/03/2016-23/3/2017	228.00
DC	BT	Dawne Telephone	171.16

Wages & Salaries:			
Employee:		Details:	£
S/O	Staff Salaries Total	March Salary S/O's	2,299.79
5787/8	Staff Salaries	Over/time hr and Expenses	490.93
5789	The Post Office	PAYE & NI period 12	400.11

Income:			
From:		Details:	£
	Account No74482610	Interest February 2016	2.79
	Account No 47798777	Interest February 2016	1.47
	Parish Hall	Hall February Account	550.29
	Cemetery	Cemetery Income February	850.00
	J Leyland (Bowl Inn)	Contra	28.30
	Cemetery	Cemetery Income March	1225.00
	Account No 47798777	Interest March 2016	1.47
	Hall account	Income from hall March	166.80

11	Correspondence:
11.1	Jennifer Shaw re affordable housing: all councillors have received the information.

11.2	J Ray ref appeal meeting PROW Canterbury Road (Statement): ref the prowl Canterbury Road, Cllr Weekes would liaise with Mr Ray and send the final piece off before the closing date.
12.	Information:
12.1	It has been confirmed that the Pharmacy is not closing. They are employing more staff.
12.2	We have received one quotation for new play equipment a further two quotations will be obtained.
12.3	Cllr Gudge attended the Wealden Wheels meeting. They do not have as many customers in the last three months. The new bus will be arriving soon. They still require more volunteer drivers. They thanked the neighbouring parishes for their continued support.
There being no further business the meeting closed at 10.05	
Signed..... Parish Clerk	