

MINUTES

Tuesday 13th September 2016

7.30pm

Top Room, Charing Parish Hall

1.	Apologies: Borough Cllr C Bell; Cllrs M Weekes; S Heuch; & S Hallam In attendance : Chair J Leyland; Vice Chair C Bain- Smith; T Reed; S Hawkins; C Prinn ; H Billott; A Gudge; N Blunt; The Clerk; J Emblem (for items 9.2 and 9.5)
2.	Declaration of Interest. none
3.	Ten minute public discussion and question time. none
4.	Six minute Borough Councillor question time: none
5.	Orbit Housing: The Architect attended and showed the council the proposed new plans. They had met with A.B.C. The number of dwellings has reduced to 51 with added car parking (now to 51 spaces). The site is now two storeys instead of three. There will not be a hairdressers or café. The council will be, meeting with Clive Astall of Orbit next week.
6.	Planning Applications:
6.1	16/01264/AS 2 Barnfield Cottages, Barnfield Rd Charing Heath: Part two storey/part single storey extension for Mr B Pemble (unanimous)(recommend support)
6.2	16/01312/AS High Banks, Field Mill Egerton: Erection of a single storey detached open car barn for Mr B Hayes(unanimous) (recommend support)
6.3	16/01219/AS Wilks Farm, Lenham Heath Rd Lenham: Prior approval application for proposed change of use of agricultural buildings 1no dwelling house for Mr & Mrs D Froud(CP(withdrawn prior approval not required)
6.4	16/01231/AS Land adjoining Kenmore Wind Hill Lane Charing Heath: Laying of additional hardstanding and access track (retrospective) (revision to planning permission 15/01340/AS) for Mrs Kelland (unanimous)(recommend support)
6.5	16/01227/AS Kenmore, Wind Hill Lane Charing Heath: Proposed two storey side extension for Mr Davidson(unanimous)(recommend support)
6.6	16/01135/AS Harvey House, 18 High Street Charing; New stud wall to rear room to form a new WC with lobby accessed through a new opening, changes to exterior colour scheme and signage for Mr Graham Austen(MW)(withdrawn further info required)
6.7	AS/15/206 Charing Quarry/ Burleigh Farm, Hook Lane Charing: Request for partial discharge of condition 44 (written specification and timetable for a program or archaeological work) of planning permission AS/15/206 for the County Planning Authority. Observations required.(unanimous) (recommend support)
7.	Planning Decisions:
7.1	16/01082/AS 12 Sayer Road Charing: Proposed front extension, raising of eaves and replacement of roof to existing rear extension for Mr & Mrs Darryl Spicer (granted)*
7.2	16/00656/AS The Charing Stores , 4 High Street Charing: Formation of internal doorways between No4s & 6a at ground and first level for Mr A Dixon (granted)*
7.3	16/01100/AS 28 Sayer Rd Charing: To erect PVCU Conservatory to the rear of the property for Mr J Marriott (granted)*
7.4	16/00939/AS Wilks Farmhouse, Lenham Heath Rd : Change of use of, and alterations to , existing detached garage into 2 bedroom holiday let for Mr C Allen

	(granted)*
8	Minutes of previous meeting: These were agreed and signed.
9.	Matters Arising:
9.1	Archbishops Palace: A good meeting was held with the starter group; a core team is required to run the project. Keith Adams will be coordinating to start with; there is still work to do in forming the team. A vote was taken and it was agreed that C Bain-Smith and T Reed would represent the parish council.
9.2	Website: It was agreed to train Jane Emblem to do both NP updates and routine updates on the website, N Blunt would also be trained.
9.3	Noticeboard For Cemetery (decision required): This was agreed.
9.4	Encouraging Tourism: deferred until next full meeting.
9.5	Neighbourhood Plan and Parish Meetings: There will be a leaflet drop, incertain roads. Andrews Estate agents are supplying boards advertising the meetings, posters to go in all windows of businesses in the parish. Tea / coffee & cakes from Rosebuds(Thursday and Saturday mornings) Wine and beer from Westwell wines and Mr G Austen (the applicant of the proposed Micro pub)on Thursday evening. Red Lion catering for Charing Heath meeting. R Carrison has agreed to move the display boards to both venues. Duplicate boards will be on either side of the hall.
10.	Finance
10.1	Approval of Accounts: These were agreed and signed.

Expenses: last Cheq July1849			
	Payee:	Details:	£
5844	Staples	Missed from pervious List	96.70
5849	Kitchener (Moat)	Bus Shelter paint	187.00
5850	Staples	General office supplies	17.27
5851	S Hallam	Items for fete	28.00
5852	VOID		
5853	CJA Consulting	Set for RFO laptop	176.50
5854	To 5856	Salary	
5857	N J Austen	Mis repair around village	336.00
5858	Play safety (Play areas)	Annual inspection	491.40
5859	Initial	Public Toilets Dryers/etc.	135.25
5860	Phs Group	Supplies for Toilet	37.46
5861	N Blunt	Councillors allowance	50.00
5862	S Hallam	Balloons	91.93
5863	MCTesting	Hall 2 smoke alarps	60.00
5864	KALC	Employers staff Guide Books	15.20
5865	PKF Littlejohn	Audit cost 2015/2016	480.00
5866	S.E.Water	Period Feb/Aug 2016	27.41
5867	Staples	Office Supplies	126.84
5868	K Giles (Vouchers)	Baskets/tub winners	50.00
5869	Wealden Wheels	Donation	500.00
5870	Charing FC	Youth Football Donation	450.00
5871	VOID		
5873	H Evers	Fees cemetery June/Aug	607.50
5874	J Kitchener (repairs)	Hall/Benches/Paint	75.00

5875	Salary	See September Extra	0000
5876	D Buckett	Internal Audit 2015/2016	459.00
5877	CJA Consulting	Set up Charing PN Laptop	135.00
5878	KALC	Finance GL/JM	144.00
5859	S Thompson	Flowers member of Council	25.00
DD	ABC	Rates for Cemetery July	52.00
DD	ABC	Rates for Cemetery Aug	52.00
DD	ABC	Rates for Toilets July	58.00
DD	ABC	Rates for Toilets August	58.00
DD	Sage	Payroll July	4.80
DD	Sage	Payroll August	4.80
DD	SSE Public Toilets	Period April/July	96.01
DD	SSE Hall	Period April/July	719.29
DC	John Lewis	Laptop/mouse NP	341.94
DC	Ebuyer	Software NP Laptop	169.98
DC	PC World	Norton Security NP	22.00
DC	John Lewis	Laser Printer NP	249.95
DC	CJA Consulting	Setup Computer NP	135.00
DC	Waste Management	4 Skip Bags	663.75
5880	VOID		
5881	D Austen	Keys/toilet seat/pests	48.75
5882	South East Water	Hall period Feb/Aug	33.23
5882	South East Water	Public Toilets Feb/Aug	127.75
DD	ABC	Rates for Cemetery SEP	52.00
DD	ABC	Rates for Toilets SEP	58.00
DD	Sage	Payroll software	4.80
5883	Southern Water	Period Feb/Aug Hall	48.63

Wages & Salaries:			
	Employee:	Details:	£
DC	Nest	Pension July	15.65
	Employee Salaries	July	2560.06
	Employee Salaries	August	2562.15
5856	The Post Office	PAYE & NI period 4	383.09
DC	Nest	Pension August	16.25
5875	The Post Office	PAYE & NI period 5	386.03

Income:			
	From:	Details:	£
	July	Hall	89.60
	Cemetery	August	2225.00
	HMRC	Vat period April/July	1571.14
	August	Hall	79.00

11.	Information:
11.1	Brett has started stripping the top soil in Burleigh Farm. The moving in of equipment went well.

11.2	A.B.C ward proposal for 2019 maintain the separation of Charing Heath and Charing with Charing Heath to form part of a new ward called Upper Weald. Meanwhile Boundary Commission proposals would place Charing Heath into a new parliamentary constituency called High Weald with Charing remaining in a reconfigured Ashford constituency.
11.3	Damage has occurred at the Arthur Baker Playing field to fence panels, bins have been uprooted.
11.4	Damage has occurred to the manhole cover in Brenchly Mews.
11.5	Sport England has objected to the application for the primary school, we will write to Sport England.
11.6	Cllr Bain-Smith thanked the council for her flowers.

There being no further business the meeting closed at 10.15pm

Signed..... Parish Clerk