

MINUTES

Tuesday 14th November 2017

7.30pm

Top Room Parish Hall

1.	Apologies: Borough Cllr C Bell Cllrs M Weekes; N Blunt; B Levermore & H Billot. In attendance: Chair J Leyland; vice chair C Bain-Smith; A Gudge; C Prinn; T Reed; S Crawley; D Bennett; S Hawkins & the clerk. R Knox-Johnston
2.	Declaration of Interest. C Prinn item 6.2 T Reed item 9.2
3.	Ten minute public discussion and question time. no one present
4.	Six minute Borough Councillor question time: no one present
5.	R Knox- Johnston: It was unanimously decided to be a witness for CPRE in the Gladman appeal hearing.
6.	Planning Applications:
6.1	17/01530/AS Bottle Farm, Hart Hill Charing: Proposed demolition of Atcost Barn, conversion of former office to residential accommodation and new access and parking area for Mr James Rilett (unanimous)(recommend support)
6.2	17/01582/AS Land East of and adjacent Yew Tree Farm Church Hill Charing Heath: Outline application for development of the land for two new dwellings to consider access for Mr M Strike (support in principle but with recommendations)
7.	Planning Decisions:
7.1	17/01347/AS & 17/01348/AS The Firs, 9 Station Rd Charing: 1.Proposed replacement front porch and single storey rear extension; addition of new rooflight.2. Listed Building : Proposed replacement front porch, rear extension, internal alterations to include removal of walls and insertion of walls internal alterations to include removal of walls and insertion of walls at ground and first floor levels, changes to fenestration, including replacement double glazed windows and doors , removal of roof light and internal window, addition of new roof light for Mr & Mrs Stevenson (Granted)
8.	Matters arising:
8.1	Gladman Appeal (update) No reply has been received from the Wheler Foundation to the latest letter. The Chair will consult with Cllr Weekes regarding further action.
8.2	Toc H (decision required) Cllr Reed will make further enquires
8.	Minutes of previous meeting:
8.	Finance : The following accounts were approved

09/11/2017	Last Cheque No 6125	RFO Report	
Cheque No	Payee Name	Details	Amount Paid
		Nat West Bank	
6126	Janet Lockyer	Honorarium	£50.00
6127	See Staff Cost	See Staff Cost	£0.00
6128	C Bain-Smith	Replacement cheq	£50.00
6036	C Bain-Smith	Cancelled Cheq	-£50.00
6129	CPCC	Newsletter	£150.00
6130	Countryways Fencing	Supple and install gates	£1,200.00
6131	Void	Void	£0.00
6132	Advanced Transport	Research Traffic scheme	£1,729.20
6133	Kevin Giles	Autumn planting around	£345.00

		village various other work	
6134	MC Testing	Install light on stairs Hall	£55.00
6039	Sarah Jane Hawkins	Cancelled Cheque	-£50.00
DDS1	Southern Electric	Toilets July-Sept	£48.59
DDS1	Business Stream	Waste water Hall	£21.19
DDS1	Business Stream	Waste water Cemetery	£26.78
Transfer	Unity Trust Bank	Monthly	£6,000.00
DD Oct	Sage Payroll	Sage Payroll	£7.20
D/C Oct	Waste Management Systems	6 Skip Bags	£1,144.93
DD Oct	Southern Electric	July-Sept	£207.44
Oct	HP Instant Ink	Printing	£16.99
DC26	PRS	Music Licence	£117.60
DC26	ring	Clerks security system	£159.00
DD Oct	ABC	Rates OCT toilets	£67.00
DD Oct	ABC	Rates OCT Cemetery	£56.00
		Nat West Total	£11,351.92
		Unity Trust Bank	
Date Paid	Payee Name	Payment made by Bank Transfer	
10-Oct	Lotus	2 X Road signs NP	£132.00
03-Oct	PHS Group	Hall and Toilet supplies	£36.91
11-Oct	Triple 9 Services	Toilet seat, Computer/Cemetery	£100.00
21-Oct	Countrywide Maintenance	Grass Cutting OCT	£1,190.00
01-Nov	Countrywide Maintenance	Grass Cutting Nov	£1,190.00
20-Oct	James Boot	Consultant NP	£690.75
21-Oct	Filing Cabinet	RFO	£93.49
24-Oct	Clever Clogs Events	Aerial photos Cemetery	£165.00
31-Oct	Initial	3 Month Service charge	£135.25
06-Nov	Staples	General Supplies	£70.00
06-Nov	S. J Hawkins	Replacement for cancelled cheq	£50.00
06-Nov	Phs Group	Key for toilet roll cover/Bin Bags	£44.48
06-Nov	Staples	Wallets for RFO Filing Cabinet	£18.10
		Unity Payments	£3,915.98
		Staff Costs	
6127	Post Office	Month 7 TAX& NI	689.88
DC	Nest Pension	October Pension	98.04
Oct	Bank Transfers	Unity Trust Bank	

		Staff Costs Oct	3,246.25
		Total Staff Costs	4,034.17
		Total Payments	£19,302.07
	INCOME	NAT WEST	
Oct	Hall	Hall Hire	143.20
Oct	Cemetery	FEES0058	965.00
Oct	Cemetery	FEES0059	2,665.00
			3,773.20
	INCOME	Unity Trust Bank	
15-Oct		Transfer from Nat West	6000.00
13-Oct		Hall Hire	52.00
			6052.00

9.	Correspondence:
9.1	WW1Heritage trail: Cllr Reed has contacted them re the heritage in Charing and if we can be added to the trail. He is awaiting a response.
9.2	A Hummerson re CPT (decision required) The clerk will reply with public information details.
9.3	Charlie Simkins : The clerk will contact regarding brown signs for the village advertising local businesses. The clerk will also contact the clerk at Lenham.
10.	Information:
10.1	The CCTV footage on Station Rd / Pluckley Rd is really clear and good. We require volunteers to go through the footage and screen shot. Cllr Crawley said she had a volunteer who was able to do this.
10.2	The Post Office is pulling the Post Office Card from the post office in the new year. The card enables residents to obtain their pension and benefits from the post office. Cllr Crawley is arranging for a open session where residents can sign up to a basic account with Barclays so they can still withdraw their pension and benefits.
10.3	The Neighbourhood Plan team is in the process of contacting businesses with the parish and asking them to complete a survey.
10.4	The Moat Management Committee has completed the 2 nd phase of desilting The Moat. They had help from the Community Service Scheme.
	There being no further business the meeting closed at 9.30pm
Signed..... Parish Clerk	