

MINUTES

Tuesday 12th December 2017

7.30pm

Top Room Parish Hall

1.	Apologies: Borough Cllr C Bell. Cllrs A Gudge; H Billott; S Hawkins & M Weekes In attendance: Chair J Leyland; vice chair C Bain-Smith; S Crawley; T Reed; C Prinn; D Bennett; N Blunt; B Levermore & the clerk.
2.	Declaration of Interest. none
3.	Ten minute public discussion and question time. No one Present
4.	Six minute Borough Councillor question time: no one present
5.	Quinn Estates: Representatives attended to explain the proposed planning application that had been submitted to A.B.C. The Beauty Room would be moved across the road from its present position and a Farm Shop or office would be adjoining the Beauty Room.
6.	Planning Applications:
7.	Planning Decisions:
7.1	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 (granted)*
7.2	16/01171/AS Lodge Farm, Bowl road, Charing: Erection of replacement dwelling and outside swimming pool. Refurbishment of outbuildings, with number 3 to be retained in Class B1 business use and outbuilding 2 to be converted to a garage for Mr J Mount(granted)*
8.	Matters arising:
8.1	Gladman (update).A meeting had been held with A.B.C , CPRE, Tony Fullwood and R Knox Johnston . The Gladman appeal for the Brabourne Lees appeal starts on 9 th January.
8.2	Wheler North: A letter of response should be received this week. There is too much development in the parish as a whole. We have issues with water. 200 houses in one place is too big a site. An in depth study should take place on the fields as we have seen pollution issues with Poppy fields.
8.3	Potential part time help for Gladman appeal (decision required). It was proposed by T Reed and 2 nd by C Prinn and a unanimous decision to allocate up to £1500 for part time help with the Gladman appeal.
8.4	Neighbourhood Plan update: The steering committee had met and outlined work proceeding in all projects Boot had suggested a workshop in January. The desk top studies are to be circulated. On a Business aspect Cllr Crawley had replied.
8.5	Drainage work to car park (decision required): It was unanimously agreed to carry out the urgent work on the drainage in the Brenchley Mews car park.
8.6	Closed session to discuss sensitive information: Discussion took place.
9.	Minutes of previous meeting: The minutes were approved.
10	Finance:
10.1	Approval of budget: The budget was agreed in principle and will be finalised at the January meeting.
10.2	The following accounts were approved.

4/12/17	Last Cheque No 6134	RFO Report	
Cheque No	Payee Name	Details	Amount Paid

6135	Mid Kent Memorials	Ref V J. Jones	£384.00
6136	Medash Signs	New Sign Arthur Baker	£141.60
6137	Outdoorsy Living Ltd.,	Arthur Baker safety Surfacing	£4,324.80
6138	CPRE	Membership annually	£36.00
6139	Post Office	Period 8 Payments	£669.56
6139	Post Office	To cancel Cheque No 6139	-£669.56
6140	J Lockyer	Honorarium Dec	£50.00
6141	KALC	DA/TR/JM Course	£108.00
CARDMUL	Mulberry's	Staff Christmas dinner	£100.00
CARDHIPPO		Hippo Bags	£680.36
CARDPAYE	Paye/NIC period 8	Replace Cheq 6139	£669.56
DD	Sage Payroll	Dec	£7.20
Card	Nest Pension	Period 8 Payment	£142.34
Transfer	Unity Trust Bank	Unity Bank Trust	£6,000.00
DD	ABC	Nov Toilets	£67.00
DD	ABC	Nov Cemetery	£56.00
		Nat West Total	£12,766.86
		Unity Bank Trust	
Date Paid	Payee Name	Payments made by	
		Bank Transfer	
01-Nov	Countrywide	Grass Cutting	£1,190.00
06-Nov	Staples	HP Ink	£70.00
06-Nov	Phs Group	Key for anti vandal cover	£4.80
06-Nov	Phs Group	Black Bags	£39.68
06-Nov	Sarah Jane Hawkins	Councillor's allowance	£50.00
06-Nov	Staples	Wallet docs	£18.10
21-Nov	Cards Collective	General Stationery	£135.60
21-Nov	Triple 9 Services	General maintenance	£145.00
21-Nov	Gary Friend	Balance of web site	£350.00
21-Nov	Staples	USB Sticks	£136.48
21-Nov	First Rescue	sets of batteries(de fib)	£182.77
04-Dec	Initial	Contract	£7.90
		Unity Payments	£2,680.33
		Staff Costs	
CARDPAYE	Paye/NIC period 8	Replace Cheq 6139	£669.56
Card	Nest Pension	Period 8 Payment	£142.34
	Bank Transfers	Staff Cost Nov	£3,076.48
		Total Staff Costs	£3,888.38
		Total Payments	£19,335.57
	INCOME	NAT WEST	
22-Nov	Brett's Aggregates	Newsletter	£750.00
30-Nov	Hall	Hire	£524.30

			£1,274.30
		Unity Trust Bank	
15-Nov		Transfer from Nat West	£6,000.00

11.	Correspondence:
12.	Information:
12.1	The post office will be closed on the morning of 8 th January until 12.30pm for a server update
12.2	The clerk will find out further info regarding A.B.C building 32 modular homes.
<p>Signed..... Parish Clerk</p>	