

# AGENDA

Tuesday 13<sup>th</sup> March 2018

7.30pm

Top Room Parish Hall

|            |   |
|------------|---|
| <b>1.</b>  | <b>Apologies:</b>   |
|            | <b>In attendance:</b>   |
| <b>3.</b>  | <b>Declaration of Interest.</b>   |
| <b>4.</b>  | <b>Ten minute public discussion and question time.</b>  |
| <b>5.</b>  | <b>Six minute Borough Councillor question time:</b>   |
| <b>6.</b>  | <b>Planning Applications:</b>   |
| <b>7.</b>  | <b>Planning Decisions:</b>  |
| <b>7.1</b> | <b>18/0077/AS Knowle House, Warren Street Charing:</b> Construction of a garden room to the rear of the house for Ms Charlotte Sillars (granted)* |
| <b>8.</b>  | <b>Matters arising:</b>   |
| <b>8.1</b> | Local Plan examination  |
| <b>8.2</b> | Gladman Enquiry   |
| <b>9.</b>  | <b>Finance</b>  |
| <b>9.1</b> | The following accounts are submitted for approval   |

| DEC        | Last Cheque 6141                 | RFO Report                         |             |
|------------|----------------------------------|------------------------------------|-------------|
|            | Payee Name                       | Details                            | Amount Paid |
| 6142       | R.D. Jiles                       | Trees                              | £660.00     |
| 6143       | Tony Fullwod Associates          | Charing N/P                        | £5,977.92   |
| 6144       | Cliff Contractors Ltd.,          | Car Park Drain                     | £5,640.00   |
| 6146       | H Evers                          | September- December 2017           | £608.50     |
| 6147       | MC Testing Services              | Supple and install Emergency Light | £65.00      |
| 6148       | Wealden Wheels                   | Donation                           | £500.00     |
| 6149       | Kevin Giles                      | Flowers for Alan Innes             | £45.00      |
| 6150       | KALC Dover                       | DA course                          | £72.00      |
| 6151       | Tony Fullwod Associates          | Gladman appeal                     | £2,113.86   |
| 6152       | Void                             | VOID                               | £0.00       |
| 6153       | Water Resource Associates        | assignment water report Gladman    | £4,200.00   |
| 6154       | KALC Dover                       | HB to Planning Course              | £72.00      |
| 6155       | Janet Lockyer                    | Honorarium                         | £50.00      |
| 6156       | H Evers                          | Jan/Feb                            | £336.00     |
| 6157       | J Kitchener                      | Removal of Curtains/ tracking      | £70.00      |
| 6158       | 1st Charing Scout Group          | Donation 2 Tents                   | £700.00     |
| BKST731    | Ring                             | DA door bell                       | £23.99      |
| DEC transf | Unity Trust Bank                 | Monthly transfer                   | £6,000.00   |
| CARDEC1812 | Apple Distribution International | DA Computer                        | £3,018.00   |
| CARDHMRC   | Paye/NIC                         | DEC Payment                        | £677.96     |
| CARDNEST   | Nest Pension                     | DEC Payment                        | £119.81     |

|              |                                |                                   |            |
|--------------|--------------------------------|-----------------------------------|------------|
| CARD DEC     | Mulberry's                     | 15 August 2017 NP Meeting         | £13.45     |
| NOV/DEC DD   | HP Instant Ink                 | Nov/Dec Budgets extra             | £32.99     |
| 01/C08       | Initial                        | January and February              | £15.80     |
| 01/C09       | British Telecom                | Clerk's                           | £222.65    |
| JANRATES     | Ashford Borough Council        | January DD                        | £67.00     |
| 01/D04       | The Society of Local Council C | The Society of Local Council C    | £185.00    |
| CARD         | The Society of Local Council C | Union cost for the council        | £30.00     |
| 01/C01       | E Buyer.com                    | 2 Black Toners NP                 | £122.21    |
| 01/C02       | Ebuyer.co,                     | 1 Cyan toner 1Yellow Tonner<br>Np | £140.17    |
| 01/C03       | E Buyer.com                    | 1 Magenta Toner NP                | £66.47     |
| 01/C04       | Wrap it Pack it (Amazon)       | Files                             | £15.58     |
| 01/C05       | Amazon Co.                     | Wallet files for RFO Green        | £22.54     |
| 01/C07       | Wady and Brett                 | August/Dec 2017                   | £44.55     |
| 9198591      | Amazon Co.                     | Phone case                        | £14.00     |
| 5903043444   | Unity Trust Bank               | January Transfer                  | £6,000.00  |
| 01/D01       | Sage Payroll                   | Jan                               | £7.20      |
| 577/9X       | Paye/NIC                       | January                           | £642.95    |
| NESTJAN      | Nest Pension                   | Nat West Bank                     | £118.27    |
| DD           | HP Instant Ink                 | HP Instant Ink Jan                | £19.99     |
| 01/D02       | Southern Electric              | Oct-Dec                           | £859.02    |
| 01/D03       | Southern Electric              | Oct-Dec                           | £49.62     |
| FEBCARD1     | Wady and Brett                 | Vouchers NP                       | £75.00     |
| DDFEB1       | Sage Payroll                   | Feb                               | £7.20      |
| CARJLD       | John Lewis                     | Curtains for Parish hall          | £7,028.16  |
| Transfer     | Unity Trust Bank               | February transfer                 | £6,000.00  |
| 577/9X       | Paye/NIC                       | February                          | £774.85    |
| NEST         | Nest Pension                   | Feb DA                            | £124.03    |
| DDHPMARCH    | HP Instant Ink                 | HP Instant Ink March              | £21.99     |
| DD07/04/2018 | South East Water               | Cemetery                          | £79.26     |
| 15/04/2018   | South East Water               | Public Convenience                | £114.54    |
|              |                                | Nat West Bank                     | £53,864.53 |
|              |                                |                                   |            |
| Dec          | Initial                        | Contract                          | £7.90      |
| 04/12/2017   | Phs Group                      | supplies                          | £49.86     |
| 08/12/2017   | Countrywide Ground Maintenance | Charing Heath tree                | £96.00     |
| 15/12/2017   | Staples                        | 1 Test file                       | £0.83      |
| 22/12/2017   | Staples                        | 2 Memory sticks RFO               | £19.46     |
| 22/12/2017   | Staples                        | Business cards                    | £50.35     |
| 22/12/2017   | Cards Collective               | Stationery                        | £67.44     |
| 22/12/2017   | Countrywide Ground Maintenance | December                          | £1,190.00  |
| 28/12/2017   | CJA Consulting                 | RFO And NP Computers              | £40.00     |
| 28/12/2017   | Unity Trust Bank               | Bank charger 3 months             | £18.00     |
| 31/12/2017   | Sarah Crawley                  | Drinks at Christmas Dinner        | £52.00     |
| 12/01/2018   | Vodafone                       | Clerks phone                      | £24.39     |
| 14/01/2018   | Nick Austen                    | Dec Maintenance                   | £60.00     |
| 15/01/2018   | PKF Littlejohn LLP             | PKF Littlejohn LLP July 2017      | £480.00    |
| 24/01/2018   | Gary Friend                    | Training for web site             | £150.00    |

|             |                                |                              |                 |
|-------------|--------------------------------|------------------------------|-----------------|
| 26/01/2018  | CJA Consulting                 | RFO Computer                 | £85.00          |
| 26/01/2018  | Countrywide Ground Maintenance | Jan Maintenance              | £1,190.00       |
| 29/01/2018  | Staples                        | Folders                      | £37.88          |
| 29/01/2018  | Initial                        | Period 01/02/2018-30/04/2018 | £135.25         |
| 29/01/2018  | C.S.Mitchell Ltd.              | Car Park Lighting            | £689.88         |
| 09/02/2018  | Kent Rural                     | 2018/2019 Membership         | £50.00          |
| 09/02/2018  | Phs Group                      | Items for /toilets/Hall      | £60.37          |
| 10/02/2018  | Parish online                  | Annual Fee                   | £180.00         |
| 21/02/2018  | Gary Friend                    | Extra work on web site       | £88.00          |
| 21/02/2018  | MC Testing Services            | Supply oil filled radiator   | £35.00          |
| 23/02/2018  | KCC Commercial Services        | crocery for Hall Kitchen     | £62.28          |
| 23/02/2018  | Staples                        | Paper and memory sticks      | £23.26          |
| 24/02/2018  | Countrywide Ground Maintenance | February                     | £1,190.00       |
| 26/02/2018  | Staples                        | 1st Aid and paper            | £31.40          |
| 26/02/2018  | Initial                        | Period 11/02/2018-10/03/2018 | £7.90           |
| 20/02/2018  | Triple 9 Services              | Main/repairs/computer        | £101.00         |
| 27/02/2018  |                                | UTBank Transfers             | £6,273.45       |
|             |                                |                              |                 |
|             |                                | <b>Staff Costs</b>           |                 |
| CARDHMRC    | Paye/NIC                       | DEC Payment                  | 677.96          |
| CARDNEST    | Nest Pension                   | DEC Payment                  | 119.81          |
|             | Bank Transfer                  | Staff Costs Dec              | 3,251.74        |
|             |                                |                              | <b>4,049.51</b> |
|             |                                | <b>Staff Costs</b>           |                 |
| Nat Wet     | Paye/NIC                       | January Payment              | 642.95          |
| 577/9X      | Nest Pension                   | January Payment              | 118.27          |
|             | Bank Transfer                  | Staff Costs JAN              | 3,125.81        |
|             |                                |                              | <b>3,887.03</b> |
|             |                                | <b>Staff Costs</b>           |                 |
| 577/9X      | Paye/NIC                       | February                     | 774.85          |
| NEST        | Nest Pension                   | Feb DA                       | 124.03          |
| Nat West    | Bank Transfer                  | Staff Costs FEB              | 3,822.39        |
|             |                                |                              | <b>4,721.27</b> |
|             |                                |                              |                 |
|             | <b>Income</b>                  | <b>Nat West</b>              |                 |
| <b>Date</b> | <b>Received from</b>           | <b>Details</b>               |                 |
| Nov-17      | Bretts Aggregates              | Newsletter                   | 750.00          |
| Nov-17      | T.W. Fuggle & Sob Limited      | Cemetery                     | 1,010.00        |
| Dec-17      | Hall Hire                      | December Hall Hire           | 503.10          |
| Jan-18      | Hall Hire                      | January Hall Hire            | 519.20          |
| Dec-17      | HM Revenue and Customs         | November 2017 VAT            | 3,343.03        |
| Jan-18      | HM Revenue and Customs         | December 2017 VAT            | 729.32          |
| Feb-18      | HM Revenue and Customs         | January 2018 VAT             | 2,464.63        |
| Jan-18      | Funeral Partners               | Cemetery                     | 410.00          |

|             |                            |                  |                  |
|-------------|----------------------------|------------------|------------------|
| Mar-18      | Medway Memorial (Kent) Ltd | Cemetery         | 185.00           |
| Feb-18      | Hall Hire                  |                  | 25.50            |
| Nov-17      | Interest November          |                  | 2.40             |
| Dec-17      | Interest Dec               |                  | 2.33             |
| March       | Fees                       | Cemetery         | 2,770.00         |
|             | <b>Total Income</b>        | <b>NAT WEST</b>  | <b>12,714.51</b> |
|             |                            |                  |                  |
|             | <b>Income</b>              | <b>UTBank</b>    |                  |
| <b>Date</b> | <b>Received from</b>       | <b>Details</b>   |                  |
| 15/12/2017  | Nat West Current Bank A/c  | Monthly transfer | 6,000.00         |
| 15/01/2018  | Nat West Current Bank A/c  | Monthly transfer | 6,000.00         |
| 15/02/2018  | Nat West Current Bank A/c  | Monthly transfer | 6,000.00         |
| Dec-Feb     | Hall Hire                  | Hall Hire        | 117.00           |
|             | <b>Total Income</b>        | <b>UTB</b>       | <b>18,117.00</b> |

|                                 |  |
|---------------------------------|--|
| <b>10.</b>                      | <b>Minutes of previous meeting:</b>                |
| <b>11.</b>                      | <b>Closed session due to sensitive information</b> |
| <b>12.</b>                      | <b>Correspondence:</b>                             |
| <b>13.</b>                      | <b>Information:</b>                                |
| <p>Signed..... Parish Clerk</p> |  |