

# Minutes

Tuesday 10<sup>th</sup> April 2018

7.30pm

Top Room Parish Hall

|     |   |
|-----|---|
| 1.  | <b>Apologies:</b> Borough Cllr C Bell Cllrs M Weekes B Levermore & N Blunt<br><b>In attendance:</b> Chair J Leyland ; vice chair C Bain-Smith; T Reed; S Crawley; H Billot; A Gudge; D Bennett; S Hawkins: & the clerk. |
| 2.  | <b>Declaration of Interest.</b> Item 7.2 Cllr S Hawkins   |
| 3.  | <b>Ten minute public discussion and question time.</b> one member of the public present item 7.2  |
| 4.  | <b>Six minute Borough Councillor question time:</b> No members present.   |
| 5.  | <b>Planning Applications:</b>   |
| 5.1 | <b>18/00433/AS 14 Sayer Road Charing:</b> Proposed two storey extension to existing front porch for Mr & Mrs Prior(unanimous)(recommend support)  |
| 5.2 | <b>18/00426/AS 5 Newlands Farm Cottages Faversham Rd Charing:</b> Part two storey/part single store side extension replacement front porch for Mrs Leanne polley (7 for 1 abstention)(recommend support)                |
| 6.  | <b>Planning decisions:</b>  |
| 6.1 | <b>18/00032/AS 32 Sayer Rd Charing:</b> Single storey rear extension and single storey front porch (granted)*   |
| 7.  | <b>Matters Arising :</b>  |
| 7.1 | Open Meeting: The format of the agenda was agreed.  |
| 7.2 | History Society: deferred until next meeting.   |
| 7.3 | S106/ Car Park: discussion took place what was required within the parish.  |
| 7.4 | Committees: Help would be asked for from residents on certain projects on which outside help would be an asset to the council.  |
| 7.5 | Charing Cricket Club donation request: A donation of £250 was agreed under LGA 1976 S19.  |
|     | Signage for the Firs: It was agreed to make a contribution to a no parking sign up to £25.  |
| 8.  | <b>Finance:</b>   |
| 8.1 | The following accounts were approved.   |

| March    | Last Cheque 6158              | RFO Report                       |             |
|----------|-------------------------------|----------------------------------|-------------|
|          | Payee Name                    | Details                          | Amount Paid |
| 6159     | M Strotten                    | Refund Plot 535                  | 610.00      |
| 6160     | S Headech                     | Hall Painting                    | 3280.00     |
| 6161     | KALC                          | DA Encryption Course             | 60.00       |
| 6162     | Triple 9 Services             | Repairs to Gents Toilets         | 192.71      |
| 6163     | Zurich Insurance              | Annual insurance premium         | 3372.45     |
| 6164     | Rialtas                       | Annual support and year training | 226.80      |
| DD       | South East water              | Period Oct17/Feb 18              | 49.60       |
| Transfer | UT Bank                       | Monthly Transfer                 | 6000.00     |
| DD       | Sage payroll                  | Monthly cost                     | 7.20        |
| DD       | Business Stream Waste Service | Period Oct17- Feb 18             | 56.04       |
| DD       | Finial                        | Monthly cost                     | 7.90        |
| DC       | BT                            | D Austen Telephone               | 244.27      |

|             |                                |                                    |                 |
|-------------|--------------------------------|------------------------------------|-----------------|
|             |                                | <b>Nat West</b>                    | <b>14106.97</b> |
|             |                                | <b>Staff Costs</b>                 |                 |
| Card HMRC   | Nest Pension                   | March Payment                      | 122.37          |
| Card Nest   | Paye/NIC                       | March Payment                      | 749.39          |
|             | Bank transfer                  | Staff costs March                  | 3258.78         |
|             |                                | Total payments                     | <b>4130.54</b>  |
| 17/3/2018   | Triple 9 services              | Repairs to toilets / main computer | 101.00          |
| 21/03/2018  | Triple 9 Services              | Repairs to toilets                 | 42.00           |
| 21/03/2018  | PHS                            | Hand Dryers service 2018/19        | 247.75          |
| 21/3/2018   | Staples                        | Ink/files                          | 128.71          |
| 23/3/2018   | Gary Friend                    | Website updating/ Training         | 191.63          |
| 23/3/2018   | Phs Group                      | Soap dispenser (toilets)           | 24.11           |
| 23/3/2018   | Viking                         | Litter Picker                      | 21.92           |
| 28/03/2018  | Countrywide Ground Maintenance | March718829                        | 1190.00         |
| 28/03/2018  | Cards Collective               | General Supplies                   | 88.80           |
| 31/3/2018   | Unity Trust Bank               | Service charge 3 months            | 18.00           |
| 31/03/2018  | Initial                        | March contract                     | 7.90            |
|             |                                | <b>Total Payments</b>              | <b>2061.82</b>  |
|             |                                |                                    |                 |
|             | <b>Income</b>                  | <b>Nat West</b>                    |                 |
| <b>Date</b> | <b>Cash Received from</b>      | <b>Details</b>                     |                 |
| March       | Hall Hire                      | March Hall Hire                    | 736.60          |
| March       | HMRC                           | February Vat                       | 2644.13         |
| March       | Cemetery                       | Angels Funeral Services            | 2815.00         |
| March       | Nat West                       | Interest                           | 0.65            |
| March       | Nat West                       | Interest                           | 0.13            |
| March       | Compensation                   |                                    | 60.00           |
| March       | Cemetery                       | Memorial                           | 105.00          |
|             | <b>Total income</b>            | <b>Nat West</b>                    | <b>6361.51</b>  |
|             |                                |                                    |                 |
|             | <b>Income</b>                  | <b>UTBank</b>                      |                 |
| <b>Date</b> | <b>Received from</b>           | <b>Details</b>                     |                 |
| March       | Nat West Current Bank A/c      | Monthly transfer                   | 6,000.00        |
| March       | Hall Hire                      | Hall Hire                          | 39.00           |
|             | <b>Total Income</b>            | <b>UTB</b>                         | <b>6039.00</b>  |

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|-------------|---|
| <b>9.</b>   | <b>Minutes of previous meeting:</b> These were approved and signed.                       |
| <b>10.</b>  | <b>Correspondence:</b>  |
| <b>11.</b>  | <b>Community/Youth Award:</b> The nominations were counted.                               |
| <b>12.</b>  | <b>Information:</b>   |
| <b>12.1</b> | The council were informed that Alan Hogben has closed the shop permantly.                 |
| <b>12.2</b> | Thanks was given to Cllrs Reed & Bennett for completing the the Gypsy & Traveller Survey. |
| <b>12.3</b> | The parish council will be having a stand again this year at the fete.                    |

**There being no further business the meeting closed at 8.55pm**

**Signed .....**