

# Minutes

Tuesday 14<sup>th</sup> August 2018

7.30pm

Top Room Parish Hall

1.	<b>Apologies:</b> Borough Cllr C Bell Cllrs S Crawley; M Weekes; <b>In attendance:</b>
2.	<b>Declaration of Interest.</b> Cllr Reed item 7.8
3.	<b>Ten minute public discussion and question time.</b> One member of the public present. A survey has been carried on the Land South the Swan and over 100 species of plants have been found some of which are very rare in Kent. These plants are not common and are declining, they should be conserved. KWT have said that they would consider putting the site forward for a SSSI. The information will be sent to Cllr G Clarkson and A.B.C.
4.	<b>Six minute Borough Councillor question time:</b> no one present.
5.	<b>Planning Applications:</b>
5.1	<b>18/01001/AS Yew Tree Cottage, Wootton Lane Charing:</b> Double oak framed garage (car barn)with attached log store for Mr A Rogers(unanimous)(recommend support)
5.2	<b>18/00956/AS &amp; 18/00957/AS Wagon &amp; Horses, Faversham Rd Charing:</b> Proposed rear two storey extension and erection of a detached carport/store for Mr R Homewood (unanimous)(recommend support)
5.3	<b>18/01036/AS 14 Downs Close Charing:</b> Single storey rear extension for Mrs Rowe(unanimous)(recommend support)
5.4	<b>18/01138/AS Southlands, Charing Hill Charing:</b> Proposed single storey conservatory for Mrs Rogers(unanimous)(recommend support)
7.	<b>Matters arising:</b>
7.1	Report from Hall Committee: a new information folder is being set for hirers. Weeding is required around the hall. Some tiles on the front porch need repairing.
7.2	Report from Cemetery: Tree pruning is required, the vestry area/compost requires tidying, the chair and clerk will meet with a family re paving that has been placed around the perimeter of the grave.
7.3	Report from Communications Committee: next meeting is 5 <sup>th</sup> September
7.4	Report from Highways & Footpaths Committee: meeting set for 23 <sup>rd</sup> August to discuss Car Parks, Speed limits & Road issues.
7.5	Report from Open Spaces Committee: meeting date to be arranged.
7.6	Report from Public Conveniences Committee: Nothing to report.
7.7	Committees: The Tourism letter to businesses has not generated a lot of response. A second letter will be sent out.
7.8	Land South of the Swan & S106 see item 3
8.	<b>Finance</b>
8.1	Audit report: The report was circulated to all councillors.
8.2	The following accounts were approved:

AUG	Last Chq July 6182	RFO Report	
14-Aug	Payee Name	Details	Amount Paid
6183	J.K Kitchener	Fit Curtain Rail Hall	£55.00
6184	R. D. Jiles	Tree work Leacon Lane	£480.00
6185	ABC	Fred Coppins Event	£250.00

6186	KALC	Annual Subscription	£1,045.01
6187	Void	Void	£0.00
6188	A Pinnock	Compost Sundial Garden	£18.00
6188	H Button	Compost Sundial Garden	£20.00
6189	Play safe (Rospa)	Annual Subscription	£483.00
6190	ABC	Fred Coppins Event	£750.00
6191	S.&SEiBloom	Brighton Award	£50.00
6192	Kevin Giles	New Barrel (Run Over)Plants	£175.00
6193	J Kitchener (Aug)	5 Benches painted	£145.00
DD	Ashford Borough Council	Rates toilets	£59.00
DD	Ashford Borough Council	Rates cemetery	£61.00
DD	Water Choice	Period Feb- June Toilet	£75.99
DD	Southern Electric	Period to JULY	£47.55
Transfer	Unity Trust Bank	Monthly transfer June	£10,000.00
DD	Sage Payroll	July	£7.20
DD	Sage Payroll	August	£7.20
Card	Cyan	Bench A20	£399.99
Card	Waste Management Systems	Hippo Bags	£854.85
DD	HP Instant Ink	July	£19.99
DD	Initial	monthly service	£7.90
		<b>Nat West Bank</b>	<b>£15,011.68</b>
		<b>Unity Trust Bank</b>	
11/07/2018	Initial	Supplies	£135.25
16/07/2018	S Headech	Painting new window	£140.00
30/07/2018	Phs Group	Hall General supplies	£58.31
31/07/2018	Staples	Office Supplies	£130.53
31/07/2018	CJA Consultants	Computer RFO	£40.00
30/07/2018	Countrywide Ground	Hedge/ verge cutting	£240.00
06/08/2018	Countrywide Ground	Grass cutting	£1,190.00
		UTBank Transfers	£1,934.09
		<b>Staff Costs</b>	
Nat West	Payee/NIC	June	747.10
577/9X	Nest Pension	June	148.54
	Bank Transfer	Staff Costs June	3,595.81
			4,491.45
	<b>Income</b>	<b>Nat West</b>	
<b>Date</b>	<b>Received from</b>	<b>Details</b>	
27/07/2018	HMRC	VAT refund (June)	296.43
July	Hall Hire	Hall Hire	230.00
July	Water Choice	Refund re last bill	37.39
July	Cemetery (Jul)	Receipts 66 & 67	410.00
	<b>Total Income</b>	<b>NAT WEST</b>	<b>973.82</b>
	<b>Income</b>	<b>UTBank</b>	

<b>Date</b>	<b>Received from</b>	<b>Details</b>	
15/07/2018	Nat West Current Bank A/c	Monthly transfer	10,000.00
	<b>Total Income</b>	<b>UTB</b>	<b>10,000.00</b>

<b>9.</b>	<b>Minutes of previous meeting:</b> These were agreed and signed.
<b>10.</b>	<b>Correspondence:</b>
<b>10.1</b>	Donation request Charing Primary School (decision required) It was agreed to make a donation of £484.96 under section S107
<b>11.</b>	<b>Information:</b>
<b>11.1</b>	We have received two letters from residents regarding the Fred Coppins Memorial service with very positive comments on the day.
<b>11.2</b>	Complaints have been received regarding the grass and vegetation between the railway bridge and Coppins Corner. The clerk will report to highways.
<b>11.3</b>	A coffee morning will be held on the 10 <sup>th</sup> November Cllr Leyland will contact the granddaughter of Ronald Stewart as she offered to put some money towards a memorial in the cemetery.
<b>11.4</b>	Flooding has been reported between Sandpett and four acres.
	<b>Signed .....</b> Parish Clerk