

MINUTES

THE CHARING PARISH COUNCIL MEETING WAS HELD ON TUESDAY 9th JUNE 2020 AT 4PM VIA CISCO WEBEX VIDEO CONFERENCING. Meetings are currently being held virtually via Cisco Webex Video Conference. The Communications Chairman recorded a video of this meeting.

Dawne Austen
Parish Clerk

1.	To receive and accept apologies for absence. No apologies for absence
2.	In attendance. Chair Cllr J Leyland; vice chairs C Bain-Smith & A Gudge; Cllrs D Bennett; C Prinn; S Easun; S Hawkins; T Reed; J Gilliver the RFO & clerk. Cllr Leyland welcomed and read out the rules on holding a virtual meeting under the regulations set on 4 th April 2020.
3.	To receive any declarations of interest from Members. Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Charing Parish Council Code of Conduct for Members and by the localism Act 2011. None
4.	Public Participation Session This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 10 minutes (divided by the number of participants) One member of the public present re item 8.1
5.	To accept the following Policies
5.1.	Standing Orders: All councillors read and accepted the policy.
5.2.	Code of Conduct: All councillors read and accepted the policy.
5.3.	Information Protection Policy: All councillors read and accepted the policy.
6.	Matters Arising:
6.1.	Brockton Farm: Ancient hedging has been removed and three new gateways have been installed plus two new entrances. ABC enforcement team are aware. If correspondence is sent, then ABC cannot contact the residents for a month. All documentation is being gone through in fine detail. WE will contact Cllr Bell & Cllr Clarkson.
6.2.	Public Toilets: With new rules on the opening of the public toilets we may have to block off the urinals. Other measures will have to be enforced. A risk assessment will be carried out by the clerk to see if and when the re-opening is safe to employees and users.
6.3.	Land South of the Swan Charing update: A meeting is to be held with Simon Cole, Cllrs Leyland, Gudge and a couple of residents from Poppyfields. Residents will also have a separate meeting with planning. There is concern over the current sewerage system and if it can cope with the additional housing. Who would be responsible for the sewers?
6.4.	Sundial Garden: The council have been asked if the snake that is rapidly growing in the Sundial garden can be a permanent feature. The council agreed that this is a good idea to make it a permanent feature to remember Covid-19 and how residents expressed lockdown. This would be a permanent piece of history. The snake would be required to be set in concrete. Our insurance company has said that in its present state we could not have it in a straight line as it would be a trip hazard with it crossing pathways. It could be coiled in some way. Once the final decisions have been made the clerk will double check that our insurance company are happy.
6.5.	CCTV: The clerk will contact the church warden re siting the appropriate equipment on top of the church. The committee should have met or be meeting soon. We the increase in vandalism we need to start getting the CCTV installed.
7.	Finance:

7.1	Summary of Finance 2019/2020. All councillors read through the document and agreed the summary. It was also agreed to set up a savings account with Unity Trust and add two further councillors as signatories.
7.2	Internal Auditors Report: All councillors received a copy of the Internal auditors' report. We went through the report. All councillors accepted the audit report and will endeavour to rectify the comments made and have things in place during the current financial year.
7.3	The following accounts were approved:

April- May /June	Payee Name	RFO Report	Amount Paid
DD	Ashford Borough Council	Rates Payment Cemetery 2/10 May	£62.28
DD	Ashford Borough Council	Rates Payment Public Toilets 2/10 May	£70.65
DD	Ashford Borough Council	June Rates Payment Cemetery 3/10 June	£62.28
DD	Ashford Borough Council	Rates Payment Public Toilets 3/10 June	£70.65
DD	Initial	Contract a11-06 to 10-07	£52.72
DD	Sage	Payroll May	£8.40
DD	Sage	Payroll June	£8.40
DD	SSE	Electric Period 1-1 to 31 -3 Hall	£1,480.46
DD	SSE	Electric Period 1-1 to 17-4 Toilets	£66.72
DD	Initial	Contract 01-05 to 37-07-2020	£135.25
Card	Microsoft	Licence	£79.99
DD	Initial/Rentokil Services	Public toilets clean before reopening	£628.80
DD	Initial	Hall supplies/Mat	£52.72
DD	Peninsula	Staff Legal	£114.59
SO	Parish Council	Transfer to Unity Trust Bk April	£10,000.00
SO	Parish Council	Transfer to Unity Trust Bk May	£10,000.00
Card	PC World	Keyboard (TR)	£34.99
		Nat West Bank	£22,928.90
Payment No			
April	Payments	Unity Trust Bank	
91681397	Triple 9 Services	Various small repairs	£116.00
18828499	David Buckett	Internal Auditor	£600.00
52717807	Staples	Stationery/shredder	£184.03
18067107	Staples	Ink Cartridges/stationery	£25.50
310691280	Kevin Giles	Clearing stream in Cleward's	£100.00
625857957	Discreet removals	Removal items Benchley Mews/the Oak	£50.00
646455912	Triple 9 Services	Hall repairs/maintenance Cemetery/ROSPA	£503.04
930647207	Groundwork	underspent balance of NP grant	£270.70
144907186	Phs	Healthcare wipes Hall	£27.36
420036869	Countrywide	Topsoil Piquet's	£300.00
551373631	Gary Friend	Ashford web services	£105.00
381698263	Triple 9 Services	Grave plot mapping	£340.00
381698263	Triple 9 Services	Stream grating/leaking tap in Cemetery	£103.74

		repairs	
504599597	phs	Hand Sanitiser	£76.13
		UT Bank Transfers	£2,801.50
		Staff Costs	
April	Payee/NIC	April Wages	1152.15
April	Nest Pension	April Wages	£222.80
April	Bank Transfer	Staff Costs	£4,311.33
May	Payee/NIC	May Wages	£939.78
May	Nest Pension	May Wages	£206.65
May	Bank Transfer	Staff Costs	£3,894.94
			£10,727.65
	Income	Nat West Bank	
March	Hall	Hall hire	£158.19
June	Cemetery	Fees	£895.00
March	Nat West	Interest	£12.90
April	Nat West	Interest	£10.27
APRIL	HMRC	March Vat Return	£377.32
May	HMRC	April Vat Return	£976.80
			£2,430.48
		UT Bank	
	Income		
15/04/2020	Nat West	Monthly Transfer	£10,000.00
15/05/2019	Nat West	Monthly Transfer	£10,000.00
			£20,000.00

8.	Planning:
8.1	20/00645/AS Newlands House, Newlands Road Charing: Erection of two storey side extension and part-two part-single storey rear extension. (unanimous) (recommend support)
8.2	20/00097/TC Clewards Barn, The Moat Charing: T1 Yew Tree – To Fell(unanimous) (recommend support)
8.3	20/00567/AS Land south east of Mill House, Bowl Road Charing: Erection of single detached dwelling that has a single storey above ground above subterranean level. (unanimous) (recommend refusal)
8.4	20/00126/AS Southfield, Southfield Lane, Charing: Discharge of conditions 5,6 & 8(unanimous) (recommend support)
9.	Planning Decisions:
9.1	18/00868/AS Land north west of Swan Street House, Charing Heath Road, Charing Heath: Outline application for development of the land for five new dwellings to consider access(granted)*
10.	Correspondence
10.1	K Saunders: It has been asked how and when the hall can re-open, what would be put in place. The

	council will follow all government guidelines.
11.	Information:
11.1	The clerk reminded councillors that now they all have council owned laptops/ tablets that all correspondence should be coming through the clerk, who will then send on to the appropriate councillor/ committee.
11.2	Cllr Gudge reported that the Moat management committee had used the tree branches and logs that were cut to rebuild parts of the bank area around the Moat. It was also reported that one of the ducks had been killed by a fox.
11.3	The new signage explaining that the play areas are still closed will be collected and put up this week. This being sturdier than the laminated signs will hopefully not be destroyed by youths.
11.4	The clerk passed on the councils' condolences to one of our employees on the sudden death of her husband.
11.5	ABC have concerns on the Churchill Charing Heath site that it is flood area risk 3. The agent has gone back to the flood agency as the map doesn't give an accurate account. The only known time that area flooded was when the stream was blocked with debris that was years ago.
	There being no further business the meeting closed at 5.35pm
	Signed