

MINUTES

Charing Parish Council Meeting
held on Tuesday 12th March 2024
at 7.30pm. Top Room Charing Parish Hall.

Dawne Austen
Parish Clerk

1.	Apologies for absence:
2.	In Attendance: Chair Cllr C Prinn; vice chairs Cllr C Bain-Smith; Cllr D Bennett; Cllrs J Strike; T Hayward; D Gudge; J White; C Allen; S Woodbridge; T Reed; O Worsfold; M Roderick; the RFO & Clerk.
3.	Co-option of councillors: Mr O Worsfold & Mr M Roderick were both coopted onto the council. Declarations were signed and DPI forms completed.
4.	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. No Declarations
5.	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) No members of the public present
6.	Minutes of previous meeting: The minutes of the previous were agreed and signed.
7.	Matters Arising:
7.1	Communications update: The council were updated that Cllr Bennett has stepped down as Chair of Communications and Cllr White has taken over. Committee members were looking at updating the current website and looking into the possibility of a new website next year. New systems are being looked at for publications. Face to face surgeries with residents should happen 4 times a year with a couple of councillors at each session.
7.2	The Oak: A survey has been put together and both hard copies and completion by survey monkey are being used for the results.
7.3	Bus Shelter School Road update: The replacement bus shelter is being installed w/c 18 th March.
7.4	CCTV update: There are some teething problems with the installation, and we are waiting for a date for Capita to come back and rectify.
7.5	South East in Bloom: A meeting is to be held with the library managers regarding tidying up the area outside the library and if this can be achieved.
7.6	Risk Assessment (addition) A new risk assessment is required by law on how to make the working week stress free for employees and how you will deal with stress within the workplace. Advice and templates are available on the ACAS site and NALC.
7.7	Councillors Surgery: It was agreed at the next session that it will only require a couple of councillors. Dates and times to be finalised. There will be 4 sessions a year.
7.8	RE cycling event: The re cycling event was a success.
8.	Finance:
8.1	The following accounts were approved and signed:

12/03/2024	Payee Name	Details	Amount Paid
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		Nat West Bank	
DD	Ashford Borough Council	Rates Cemetery Feb	£0.00
DD	Sage	Payroll Feb	£9.60
DD	Sage	Payroll March	£9.60
DD	Peninsula	PR Law firm Staff Feb	£114.59
DD	South East Water	Water period July-Jan 24 Cemetery	£37.61
Card	Amazon	Items for Hall Kitchen	£210.26
DD	Nat West	Bank Charges	£11.23
DD	Initial	Hall Contract Period 11-3-202 to 10-4-2024	£58.88
DD	SSE	Period to 10-12-2023 Public Toilets	£64.84
DD	SSE	02-10-2023 to 20-01-2024 Parish Hall	£3,172.61
Card	Amazon	Very large Teapot Hall Kitchen	£31.04
Card	Mouse	New Councillors Computer new Councillor	£15.98
Card	Hope Grove Nurseries	Railway Station Planting	£105.73
			£3,841.97
		Unity Trust Bank	
26208043	N Beale	Bins – Public Toilets cleaning Jan 24	£328.30
904739132	Recorra South East	Confidential Waste Sacks 10	£74.40
105233649	GW Shelter	Polycarbonate Panels Bus Shelter	£1,355.35
826931984	Hopkins	replacements parts Defibrillator	£293.99
58841532	Wealden Wheels	Donation Full Council 13-2	£500.00
469129362	Chubb	Annual contract re fire extinguishers	£332.41
19587046	Triple9 Services	Various Maintenance Jobs	£766.00
652523669	Kevin Giles	Remove Box Hedging due to disease & plant lavender Cemetery	£335.00
34553080	Kevin Giles	Charing Station/ Clewards cutback	£200.00
15795475	D Austen	24 Cups and Saucers for Parish Hall	£66.00
127321712	KALC	JM Income & Expenditure (200k) course	£36.00
299929832	Charing Heath& Lenham	Memorial Hall Donation Coffee morning	£150.00
775303570	Mrs F.A Foster	Charing Heath& Lenham donation Gen/Exp	£100.00
237939270	Ashford Web Services	Clerk/Susan renewal mailboxes, patches	£241.60
To be paid	Ashford Web Services	Create New email	£40.00
To be paid	Viking	Supplies	£55.73
To be paid	South East in Bloom	Entry SEIB and small Cemetery	£145.00
			£5,019.78
		Staff Costs	
Feb	Payee/NIC Unity Bank	Feb	£1,755.52
Feb	Nest Pension Card	Feb	532.43

Feb	Bank Transfer Unity Bank	Bank Transfer Unity Bank	£5,001.17
			£7,289.12
		Nat West Bank/ Unity Trust Bank	
		VAT Refund	£1,019.59
		Zurich Ins. (awaiting statement)	£505.44
		Bank Interest Jan & Feb Nat West	£181.96
		Hall Hire (awaiting statement)	£603.00
		KCC Grant	£1,500.00
		Cemetery	£440.00
	Supper Club	Christmas Lights	£166.00
			£4,415.99

9.	Planning:
9.1	PA/2024/0197 Newlands Farm Charing Heath Road, Charing: Change of use and conversion of existing barn into a residential dwelling with parking and garden area following demolition of garage. (unanimous)(recommend support)
9.2	PA/2024/0264 The Bowl Inn, Stalisfield Road, Charing: Proposed outbuilding following the demolition and removal of the existing outbuilding. (unanimous) (recommend support)
9.4	PA/2024/0221 The Sanctuary, Pilgrims Way, Charing: Single storey extension following the removal of the conservatory and erection of a porch. (unanimous) (recommend support)
9.5	PA/2024/0293 Fayre Acre, Church Hill Charing Heath: Listed Building Consent for a single storey rear extension with glass link, relocation of front porch and front entrance door, new rear entrance door. Demolition of existing rear extension, existing front porch with doorway to be infilled. Lowering of cill of existing windows to create doorway. (unanimous) (recommend refusal)
9.6	PA/2024/0269 Fayre Acre, Church Hill Charing Heath: Single storey rear extension with glass link, re located front porch and front entrance door, changes to fenestration following demolition of existing rear extension and front porch. (unanimous) (recommend refusal)
9.7	PA/2024/0366 Hillmount, Charing Hill Charing: Single storey garden office on land forward of principal elevation (10 against 2 abstentions) (recommend refusal)
9.8	PA/2024/0332 44 The Moat Charing: Erection of single storey rear extension: (unanimous) (recommend support)
9.9	NOT/2024/0336 Land East of Heath Farm, West of Vicarage Lane, and South of Church Hill Road. Apple Blues Farm, Lenham Heath: Prior approval for an agricultural storage building (unanimous) (recommend refusal with conditions)
	Appeals:
9.10	PA/2024/1994 2 The Byre Pett Lane Charing: Replacement rear dormer windows.
	Decisions:
9.11	PA/2023/1808 Bourke's Place, Egerton Road Charing Heath: Part retrospective change of use of the land to equestrian use, stable block, hay store, riding arena, parking area underground wastewater tank, hard and soft landscaping (approve with conditions)

9.12	PA/2023/1885 Fourwinds Hart Hill Charing: Two storey residential annexe/office following removal of existing single storey outbuilding.(refuse)
9.13	PA/2023/2214 The Old House , Station Road Charing: Consent for single storey orangery to rear elevation (LBC)(withdrawn)
9.14	PA/2023/2118 The Old House , Station Road Charing: Single storey orangery to rear elevation (withdrawn)
9.15	PA/2023/2374 Land at Brockton Farm Paddocks, Vicarage Lane Charing Heath: Change of use of land for the creation of a Gypsy /Traveller Site comprising the siting of a total of. 6 no mobile homes, 4 no touring caravans,and erection of 4 no dayrooms , alongside formati (refuse)
10.	Correspondence:
11.	Information:
11.1	Street lights are out by the entrance to Woodbrook
	There being no further business the meeting closed at 8.40pm