

# WALMER PARISH COUNCIL

Minutes of the Meeting of Walmer Parish Council Meeting held on Wednesday, 7 November 2018 at 8 The Strand, Walmer at 7.00 pm

**Present Councillors:** Mrs Le Chevalier Mrs M Beard-Gould D Murphy J Murray  
Dr A Bailey D Thompson B Pitcher P St Ange  
P Heath Miss L Orridge Miss E  
Orridge

**Officer Present:** Mrs K Holroyd

## 5584 APOLOGIES FOR ABSENCE

Apologies with reason were accepted from Cllr R Styles, R Evans & Miss A Herring

## 5585 DECLARATIONS OF INTEREST

None received.

## 5586 OPENNESS AND TRANSPARENCY

Members noted new signage notifying those present of their rights under the Local Government Audit and Accountability Act 2014.

## 5587 CHAIRMAN'S REPORT

Members received the written report from Cllr Mrs Le Chevalier. She added that a link to the film of the Walmer in Bloom presentation event is now available on the council's web-site. She also added that the Clerk's computer was no longer able to accept updates and as a result was unreliable. Edge I.T had worked on it all day but with little success. The computers being six years old, they had recommended replacing them and had provided a quote to do so. It was agreed that due to the urgency of the situation it was not necessary to obtain a second quote.

**RESOLVED: That three new Pcs be bought and installed by EDGE IT at a cost of £3619.44**

## 5588 MINUTES

Members approved the minutes of the meeting held on Wednesday 3 October 2018 and they were duly signed as a true record by the Chairman.

**RESOLVED: Members agreed to note**

## 5589 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

- i) Minute 5578: Parish Map. The Clerk reported that she had requested quotes from the two companies responsible for creating similar maps at Deal TC and Kingshill TC but had not received any reply.

**RESOLVED: That the original company, Images by Hand be asked to produce a map for £500**

- ii) Minute 5580: KALC Community Award: The Clerk confirmed that only one nomination for the award

can be made each year. Roy Stone will therefore be the sole nomination for 2019.

#### **5590 QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER**

- i) Members agreed to suspend the meeting for up to 15 minutes to allow discussion with members of the electorate of the Parish of Walmer present at the meeting. None were present.
- ii) Members received the report from the KCC Member for Deal, Walmer & Sholden

**RESOLVED: Members agreed to note**

#### **5591 CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS**

- i) The Chairman reported that there were recurring problems at Marke Wood Park. A meeting had been arranged for Friday 9 November with two PCSOs and a representative from DDC's Community Safety Unit to discuss the issues. Cllr Mrs Le Chevalier confirmed that the Council's role is purely to act as a conduit between parties to improve the situation.
- ii) Police Surgeries: The next surgery will be Saturday 1 December. Cllrs Cllrs B Pitcher and Dr A Bailey will attend.

#### **5592 PLANNING COMMITTEE**

- i) Members received the report of the Chairman and the minutes of the meeting held on Tuesday, 16 October 2018.

**RESOLVED: Members agreed to note.**

#### **5593 WALMER IN BLOOM**

- i) Members received the report of the Chairman and the minutes of the meeting held on Tuesday, 9 October 2018

**RESOLVED: That the quote from Pineham Nurseries to plant up the 56 hanging baskets at a cost of £952 be accepted.**

#### **5594 HAWKSHILL WORKING GROUP**

- i) Members received the report of the chairman and the minutes of the meeting held on Thursday 27 September 2018.

**RESOLVED: Minute 703: that any underspend from this budget this year can be put towards the new shed which will be needed at some point in the future.**

#### **5595 DRILL FIELD WORKING GROUP**

Members received the report of the chairman and the minutes of the meeting held on Wednesday 10 October 2018. It was clarified that only one quote had been obtained for the repairs to the street lights since it was specialised work. The company in question had been recommended by Kent Highways.

**RESOLVED: That a quote from Bouygues Energies and Services Infrastructure UK Ltd to repair the street lights in the access road to the Rugby Club be accepted at a cost of £852.**

**5596 FINANCE & GENERAL PURPOSES COMMITTEE**

- i) Members received the report of the chairman and the minutes of the extraordinary meeting held on Monday 17 October 2018.

**RESOLVED: Members agreed to note.**

- ii) Members received a copy of the grant application from the Goodwin Sands SOS group and considered whether the project – to fund legal advice into whether there are grounds for a judicial review – was eligible.

**RESOLVED: That the group be granted £400 toward the legal costs of their project.**

**5597 HUMAN RESOURCES COMMITTEE**

- i) To receive the notes of the meeting held on 9 July 2018

**RESOLVED: Members agreed to note**

- ii) To receive the notes of the meeting held on 7 September 2018

**RESOLVED: Members agreed to note**

- iii) To receive the report of the chairman and the minutes of the meeting held on Wednesday 24 October 2018

**RESOLVED: That the NALC recommended salary increment be applied to staff salaries at an estimated cost of £1080 per annum to include pension.**

**5598 REPORT OF THE CLERK**

- i) To confirm arrangements for the various events to mark the 100<sup>th</sup> Anniversary of the end of WW1.

**RESOLVED: Members agreed to note**

- ii) To receive a report on the recently attended Finance Conference

**RESOLVED: Members agreed to note**

- iii) To consider whether the Council would like to run the Christmas Lights competition this year and assign judges

**RESOLVED: That the Assistant Clerk will work with Cllr Miss E Orridge and Cllr Miss L Orridge on this project.**

**5599 FINANCIAL ISSUES**

**1) Payments and Orders**

- i) Members received the report of the Responsible Financial Officer and considered Payments and Orders as detailed:

(i) That payments be authorised as detailed below:-

<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
dd	Office Stationery	viking direct	77.82	15.56	93.38
663095	Grass cut and clearance	James Heathorn	740.00	0.00	740.00
dd	Office phone and internet	BT	98.18	19.64	117.82
913753784	WIB Plants	Archers Low Nursery via Cllr B Pitcher	44.92	8.98	53.90
384720596	Travel to conference	Clerk	49.50	0.00	49.50
384720596	Wreaths for Remembrance	RBL via Clerk	74.00	0.00	74.00
359282385	Migration to office 365	EDGE I.T	432.00	86.40	518.40
238759076	External audit of annual return	PKF Littlejohn LLP	600.00	120.00	720.00
832901976	WIB food and cake	Cllr S le Chevalier	61.25	0.00	61.25
110912591	Watering, feeding, deadheading	Chapman Landscapes	610.40	122.08	732.48
309313142	Tax and NI October salaries	HMRC	487.89	0.00	487.89
591760362	Payroll processing charge	Batchelor Coop	138.00	27.60	165.60
197475450	Grant	Park run	400.00	0.00	400.00
dd	Office Electricity	Npower	83.81	4.19	88.00
dd	Office Stationery	viking direct	7.99	1.60	9.59
dd	Corporate credit card	LLoyds Bank	121.59	0.00	121.59
4335	WIB Sundries	Linda Bailey	13.91	0.00	13.91
dd	Office Stationery	viking direct	59.98	12.00	71.98
56488079	Office heating	Phillip Hartley	2,987.17	0.00	2,987.17
456249282	I.D badges	Recognition Express	27.35	5.47	32.82
611713857	WIB Plants	Young's Nursey via Cllr M Beard-Gould	29.32	5.86	35.18
361959684	Travel expenses	Cllr J Murray	43.88	0.00	43.88
361959684	Rural Round up delivery	Cllr J Murray	25.20	0.00	25.20
42123595	november salary	Clerk	1,369.72	0.00	1,369.72
20900928	november salary	Assistant Clerk	795.28	0.00	795.28
375040052	november salary	Admin assistant	376.63	0.00	376.63
982751168	Paddling pool grant	DDC	2,500.00	0.00	2,500.00
963676078	Paddling pool grant	DDC	2,500.00	0.00	2,500.00
907461249	Annual fees cllrs email	EDGE I.T	41.02	8.20	49.22
379018491	Cllr email set-up	EDGE I.T	420.00	84.00	504.00
639400516	Annual fees for cllrs email	EDGE I.T	537.84	107.57	645.41
		<b>Total</b>	<b>15,754.65</b>	<b>629.15</b>	<b>16,383.80</b>

(i) That income be noted as detailed below:-

Description	Customer	VAT Type	Net	VAT	Total
Bank interest	HSBC		10.34	0.00	10.34
Bank interest	NatWest Bank		0.80	0.00	0.80
Bank interest	HSBC		12.34	0.00	12.34
	<b>Total</b>		<b>23.48</b>	<b>0.00</b>	<b>23.48</b>

(ii) That the financial position of the Council be noted as detailed on the summary of receipts and payments and statement of monies available in the Council's bank accounts as shown below:-

Nat West Current	£ 6,771.20
Lloyds Bank	£ 75,005.20
Cooperative Bank	£ 74,861.76
NatWest SIBA	£ 20,851.72
HSBC bond	£ 75,070.61
Unity Bank	£ 72,744.74

**5600 DOVER DISTRICT COUNCIL**

Members received and considered information regarding a review of polling districts

**RESOLVED: Members agreed to note.**

**5601 KENT COUNTY COUNCIL**

Members received information about the proposed budget 2019/20 and considered responding.

**RESOLVED: Members agreed to note and will respond individually if they wish.**

**5602 PRIVATE MOTION**

Members received and considered the proposal from Cllr Murray that this Council should support a new initiative from Deal TC to undertake a safety project to assist mobility scooter drivers.

**RESOLVED: that once an introductory letter is received from Deal TC the Clerk write a letter of support in return.**

**5603 COMMUNITY LED HOUSING**

Members received a report from Cllr Murray who recently attended an event held by Wickham Community Land Trust and considered the recommendations therein.

**RESOLVED:**

**i) That a steering group be formed to oversee the creation of a Community Led Trust for Walmer**

**ii) That Councillors Mrs Le Chevalier, J Murray, D Murphy and P St Ange plus one further councillor form this steering group.**

**iii) That the group register with National CLT web-site for a fee of £49**

**iv) That Rachel Collins, Community Programme Housing Manager be asked to attend a meeting to give advice on next steps.**

**5604 COUNCILLORS' ALLOWANCE**

- i) Members received the summary of recommendations of the EK Joint Parish Independent Remuneration panel for the municipal years 2015/16 to 2018/19 and considered Councillors' allowances for 2018/19.

**RESOLVED: Having paid due regard to the recommendations within the report, Councillors approved the following amounts to be paid in respect of the many duties they carry out around the Parish: Councillors £420.00, Chairman £840.00**

**5605 INVITATIONS AND EVENTS**

- Commemoration Service Falling of the Silence for Armistice: Saturday 10 November Hamilton Road Cemetery – Chairman to attend
- Armistice Day & Remembrance Sunday Service Sunday 11 November at the War Memorial at Deal Hospital – Chairman to attend
- KALC AGM – Saturday 17 November 9.30am at Ditton Community Centre - AH and JM to attend
- CPRE AGM – Friday 9 November 2018 10.30am at Lenham Community Centre

**5606 DATE OF NEXT MEETING**

Wednesday 5 December 2018 at 7 pm at the Parish Office, 8 The Strand, Walmer.

The meeting closed at 8.25pm.

Signed: .....

Date: .....