



**MINUTES OF A MEETING
of
THANINGTON PARISH COUNCIL
held**

Hilltop Community Association, New House Lane, Monday 9th May 2022

PRESENT: - Councillors, Terry Davis, Toni Baker, Graham Page, Adrian Baker, Angela Grover, and Clerk Susannah Jung

Visitors- Claire Gent, Stephen Hunt, Cllr Nick Eden-Green

CHAIRMAN: - Councillor Graham Page

APOLOGIES: Ken Stokes (unwell) Susan Kilczewski (unwell) Terry Maple (family emergency) Dave Smith (family emergency)

- 1) **APPROVAL OF THE MINUTES OF THE LAST MEETING:** The Minutes of the April Meeting were unanimously approved and signed by the Chairman.

- 2) **COUNCIL**
 - a) Declaration of any member's interest in agenda items-none
 - b) Disclosable Pecuniary Interests-None
 - c) Any other interests-None
 - d) The Clerk confirmed that payments approved at the April meeting had been dispatched
 - e) New back-up disc has been made and kept at clerk's office
 - f) Election of Chairman and Vice Chairman along with reading and signing of declaration-GP elected Chairman pp TD 2nd AG, AB elected Vice Chairman pp GP 2nd AG
 - g) Update on NP consultation
 - h) Update on Website-decision made to add contacts page and a 'history of Thanington' page. Clerk will action
 - i) Update on appointment of new internal auditor-Achieving Clarity hired as internal auditor after permission was granted over email. Internal audit has been completed.
 - j) Clerk shows final draft of welcome letter for new residents-approved, clerk will make copies ready to be distributed
 - k) Update on HSBC internet banking-internet banking confirmed as up and running. Council decides to adjust minutes to include a signature and counter signature space to approve of any payments made by bank transfer. Clerk will action
 - l) Update on council debit card-clerk unable to apply for a 'holder use' card in the name on Thanington Parish Council, clerk is taking advice from HSBC bank on the matter and will update with further information.
 - m) Clerk presents internal audit and accounting statements for review and sign of ready for external audit-approved and signed
 - n) Request from Claire for the council to fund the purchase of new litter pickers for their monthly litter pick around New House Lane -Claire (present at meeting) advised by NEG to apply to CCC for this first, as CCC may provide them for free. Council agrees that if the bid to CCC is unsuccessful, that they would be willing to fund the equipment. PP GP 2nd AB
 - o) Update from clerk RE: prices for a new noticeboard-council decided to defer the discussion until Saxon Fields development has been completed, with a view to putting a notice board there.
 - p) AGM- Agreement of agenda-agenda agreed
 - q) Council to discuss quote from Four Seasons Fencing for replacement posts along New House Lane-quote presented and approved PP GP 2nd TB, clerk to action.
 - r) Council to discuss quote from Zurich for liability insurance-quote presented and approved PP AB 2nd TD, clerk to action
 - s) Request from Cheryl Ives at Hilltop Community Association for a donation of £50 towards their Jubilee celebration to help pay for musical entertainment. Request approved PP GP 2nd AB

3) DEVELOPMENT CONTROL:

List of Applications
None

List of Decisions-

- a) CA/22/00422- 172 Ashford Road, Single storey side extension-GRANTED
- b) CA/22/00449- 7Bramley Avenue, Single storey side and rear extension-GRANTED

4) ONGOING PARISH MATTERS:

- a) Graffiti Has started to appear again on Foot bridge on raised footpath-NFN
- b) Graffiti on redundant Sub Station-Reported via CCC website-Removed
- c) Overgrown hedge along A28 – Ref 593866-trimmed back
- d) Two fence posts downed along the raised footpath on New House Lane-contact made with Four Seasons Fencing, awaiting site visit and quote-quote approved
- e) Road light out in Iffin Lane-light is too old to be fixed and needs to be replaced, company has applied to the council for permission/fundingNFN
- f) SK makes request that CCC be asked for a bin at the corner by Saxon Fields, to tackle the huge amount of rubbish and debris that accumulates there, clerk to investigate- clerk contacted CCC, clerk told that we need to start an evidence file to prove we need the bin, then send a request. Ongoing issue
- g) Traffic signals are out of sync along the A28 and the A2 exit keeps getting blocked by traffic-no change
- h) Vehicles keep blocking the path along Strangers Lane-no change
- i) Willow branches dumped on grass near Tonford Bridge
- j) SK requested dual purpose bin stickers for the bins (dog waste and general rubbish)-clerk has so far been unable to locate a supplier-agreement to use one of each sticker for the time being, clerk to investigate prices
- k) Streetlight out- New House Lane by Hill Top Hall-reported-no change
- l) Several lights are permanently on along Grays Way-reported-repaired
- m) 159 Ashford road-unoccupied residence accumulating litter-clerk will investigate options- can be reported as abandoned/derelect to Gov website, clerk to action
- n) 72 Ashford Road- water inspection cover loose-No change
- o) Street name sign missing in Cockering Road-NFN
- p) Uneven pavement along Ashford Road, GP will photograph and sent to clerk to report
- q) AB requests that we contact Pentland about the bench they should have in storage and if it could be placed on the corner of Saxon Fields-clerk to contact Ian Hardman
- r) Start the hunt for a new groundskeeper. Clerk to action
- s) Water inspection cover on the corner of New House Lane/Hollow Lane may be leaking or blocked
- t) Footpath from New House Lane to Wincheap is overgrown

5)

APPROVAL OF PAYMENTS:

Item	Purpose	Cheque No	Amount	Note
a)	Clerk's Pay (May)	DDP	£1015.57	
b)	Clerk's Allowance (May)	DDP	£91.87	
c)	HMRC (Clerk Tax/NI May)	200810	£58.23	
d)	KPI (NP Mail Drop)	DDP	£676.05	
e)	Commercial Services	200811	£1083.06	Check voided, still under dispute
f)	Smart Pension (contributions)	DD	£687.30	
g)	Smart Pension (fee)	DD	£18.00	
h)	HSBC (bank Fees)	DD	£12	
i)	Toni Baker	200812	£102.49	
j)	Achieving Clarity	DDP	£300.00	
Total for May 2022			£3911.51	

Proposed by Cllr Graham Page Seconded by Cllr Toni Baker. These two councillors signed the cheques.

6) FINANCES:

Type	Name	Paid out	Paid In	Balance	Note
	Balance brought forward			£5496.51	
DD	Smart Pension LTD	£14.52			
DD	HMRC VAT Refund 20/21		£929.31		
CHQ	Clerk's Salary	£1015.58			
CHQ	Clerk's allowance	£91.87			
CHQ	Website hosting	£93.60			
CHQ	Virus Protection	£89.99			
CHQ	Email Hosting	£43.20			
CHQ	Mail Drop	£663.85			
DD	22/23 Precept		£28,800		
CHQ	HMRC	£58.22			
DD	Bank Charges	£12.00			
Treasurer Account Current balance on 8th April 2022				£33,142.99	Sheet 402 match

7) ACCOUNTING:

- a) HSBC Statement of No-Notice Account
 i) Current balance at 8th April sheet **£10,345.96 inc 27p interest**
- b) POSB Statement of Investment Account No 138409843
 i) Current balance on 1 January 2022 **£11,213.29 inc £1.12 interest**
- c) Bank Statements checked by Chair and agreed with Minutes.
- d) Breakdown of Clerk's Salary

Basic	Re-imburement	Travel	Additional	PAYE	Total Paid
£1,015.58	£91.87	£0.00		£58.22	£1,165.67

- e) Council Project Accounts

Project	Lead	Date	Item Total	£3000.00

- f) Stamps

Stamp	Start	Used	Balance
Large First Class	40	12	28
Large Second Class	38	0	38
First Class	45	28	12
Second Class	82	0	82

8) **CORRESPONDENCE:**

- a) *Agenda for Parish Council Meeting (emailed to Cllrs, and mailed to Chair & AG) mail copies not received by AG*
- b) *Hambrook Marshes newsletter*
- c) *Sustainability survey from Redrow*
- d) *Email from Stevie at CCC planning regarding a google session for training about Stodmarsh and sustainability issues.*

9) **REPORTS**

- a) GP- report on NP drop-ins. About a dozen people showed up to see the presentation and ask questions
- b) GP- attended PCSO surgery on 28th April, no one else in attendance
- c) GP- attended site meeting along with DS and clerk with Redrow to discuss the placement of the water treatment plant.
- d) GP-attended ARCA AGM to give report from Parish Council
- e) TB- report from neighbour of people being able to see directly into her windows. Neighbour expressed concern for her safety
- f) TD- could clerk re-forward the email received regarding the white line along New House Lane to him so he can take it up.
- g) AG- not receiving mail, and does not have access to email currently, AB expressed that this is an issue as AG misses out on a lot of essential information. It is suggested that AG receive one of the Parish Council's electronic notebooks and be set up with an email account. AB will bring in the notebook he has to give to AG, and discuss with TM (absent) about helping AG set it up and learn how to use it.

10) **PARISH AFFAIRS**

NEXT MEETING: The next Meeting will be held at the Hilltop Community Association on **Monday 13th June 2022**

CLOSURE: There being no further business, the Chairman declared the meeting closed at: 21:22

