



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

**Hilltop Community Association, New House Lane, Monday 13<sup>th</sup> June 2022**

**PRESENT:** - Councillors, Terry Davis, Toni Baker, Graham Page, Adrian Baker, Angela Grover, Terry Maple, David Smith, Susan Kilczewski and Clerk Susannah Jung  
Visitors-

**CHAIRMAN:** - Councillor Graham Page

**APOLOGIES:** Ken Stokes

**1) APPROVAL OF THE MINUTES OF THE LAST MEETING:** The Minutes of the May 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 May meeting had been dispatched
- e) New back-up disc has been made and kept at clerk's office, copy given to Terry Maple
- f) Update on NP consultation and draft
- g) Clerk confirms that the Notice of Public Rights has been displayed on both the parish noticeboards and the council website-photo attached
- h) Clerk confirms that the external audit paperwork has been sent to PKF Littlejohn
- i) Council to discuss the latest information and invoice from Commercial services
- j) Council to discuss the resolution to clerk overpayment due to pension plan
- k) Council to discuss content for the parish noticeboards
- l) Clerk informs council of unknown credit to council account
- m) Clerk requests permission to do some maintenance on the main noticeboard-PP GP 2<sup>nd</sup> AB
- n) Clerk requests permission to place small stationary order-granted pp GP 2<sup>nd</sup> AB
- o) Discussion re: objections to planning application CA/21/00765 (detailed below) Dave smith to put together a letter for clerk to submit to Ceri Williams at CCC pending council approval.

**3) DEVELOPMENT CONTROL:**

**List of Applications**

- a) CA/21/00765- Redrow reissued Spine Road application-
- b) CA/22/01146- 148 Ashford Road- Single-storey rear extension and additional bay window to front elevation together with changes to roof height to allow accommodation in roof space including 2 dormers to front elevation
- c) CA/22/01105- 145 Ashford Road- Single-storey extension to rear together with rear and side dormer window to front

**List of Decisions-**

**4) ONGOING PARISH MATTERS:**

- a) Graffiti Has started to appear again on Foot bridge on raised footpath-re reported-GRF 001992
- b) 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 May meeting-completed

- c) 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/funding NFN
- d) 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
- e) Traffic signals are out of sync along the A28 and the A2 exit keeps getting blocked by traffic-ongoing issue
- f) Vehicles keep blocking the path along Strangers Lane Ongoing issue-item will be removed
- g) Willow branches dumped on grass near Tonford Bridge-NFN
- h) 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-completed
- i) Streetlight out- New House Lane by Hill Top Hall-reported-awaiting permission/funding from CCC
- j) 159 Ashford road-unoccupied residence accumulating litter-clerk will investigate options- can be reported as abandoned/derelict to Gov website, clerk to action-further investigation needed, clerk unable to locate address.
- k) 72 Ashford Road- water inspection cover loose-NFN
- l) Street name sign missing in Cockering Road-reported, new one on order
- m) Uneven pavement along Ashford Road, GP will photograph and sent to clerk to report-reported, clerk told that after inspection the pavement is not considered dangerous enough to be a priority. Has been added to the list and will be inspected/monitored for changes in status.
- n) 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-Now Martin Hart, Clerk will contact
- o) Start the hunt for a new groundskeeper. Clerk to action-ongoing
- p) Water inspection cover on the corner of New House Lane/Hollow Lane may be leaking or blocked-reported, NFN
- q) Footpath from New House Lane to Wincheap is overgrown

5)

**APPROVAL OF PAYMENTS:**

Item	Purpose	Cheque No	Amount	Note
a)	Clerk Pay	DDP	£929.59	
b)	Clerk Allowance	DDP	£91.87	
c)	HMRC	200813	£36.83	
d)	Pension contribution	DD	£107.38	
e)	Four Seasons Fencing	DDP	£1052.88	
f)	TNRC (room hire NP)	DDP	£44.00	
g	KCS	DDP	£18.80	
h	KCS	DDP	£107.56	
i	Royal Mail (POBox)	DDP	£38.10	
j	HSBC Charges	DD	£9.00	
<b>Total for June 2022</b>			<b>£2,456.01</b>	

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
	<b>Balance brought forward</b>			£33,142.99	
	Clerk's Pay (May)	DDP	£1015.57		
	Clerk's Allowance (May)	DDP	£91.87		
	HMRC (Clerk Tax/NI May)	200810	£58.23		
	KPI (NP Mail Drop)	DDP	£676.05		
	Commercial Services	200811	£1083.06		Check voided, still under dispute
	Smart Pension (contributions)	DD	£687.30		
	Smart Pension (fee)	DD	£18.00		
	HSBC (bank Fees)	DD	£12		

	Toni Baker	200812	£102.49		
	Achieving Clarity	DDP	£300.00		
	Zurich (insurance)	DDP	£396.00		
	Royal Mail	DDP	£88.10		PO Box
	HCA Donation (jubilee)	DDP	£50.00		
<b>Treasurer Account Current balance on 8<sup>th</sup> June 2022</b>			£29,794.38		Sheet 403 match

## 7) ACCOUNTING:

- a) HSBC Statement of No-Notice Account  
 i) Current balance at 8<sup>th</sup> April sheet **£10,347.25 inc £1.29 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
£929.59	£91.87	£0.00	107.38	£36.83	£1165.67

### 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) hardcopies hand delivered to GP and AG**
- b) *Email from resident re: Saxon Fields allotments, clerk to investigate*
- c) *Notification of the memorial for Clive Church, council approved the donation of £50 each to Pilgrims Hospice and Porchlight, cheques will be made ready for July meeting*
- d) *Letter from Cheryl Ives thanking the council for their contribution to the HCA jubilee fete*
- e) *Updates received on register of electors*
- f) *Letter from ARCA requesting to have their sign moved. Council unable to authorise as the sign is on private land*
- g) *Hambrook Mashers newsletter*
- h) *Consultation from CCC regarding street trading*
- i) *Communication from Jean Robinson from NHW regarding Kent police, news on policing on local levels*
- j) *Email from Dave Silcock report on fly tipping, suggestion that the link for reporting fly tipping be added to the upcoming contacts page on the website*
- k) *Dave Silcock, report on communication with Cllr Nick Eden-Green regarding an old article in the Gazette that mentions a doctor's surgery on Saxon Fields*
- l) *Canterbury Society are setting up a new heritage forum*

- m) *Communication from Rev. Nick White, looking for funding to repair/restore the Lynchgate at St Nicholas Church*
- n) *Communication from Kevin Finn, community Warden for Chartham, confirming that Thanington does not currently have a community warden.*
- o) *Communication from Roger Cheeseworth Re: website*
- p) *Report from PCSO*

#### 9) REPORTS

- a) Report on CCCs plans to move the location of the Wincheap Park and Ride
- b) Report on AGM- discussion about changing the seating arrangements next year so all members of the council are seated at the top table.
- c) GP- PCSO Surgery 19t May, low attendance PCSO Emma may try an evening meeting to see if that attracts more people, and is also doing a combined Chartham/Thanington meeting at the Chartham Village Hall
- d) GP-Report on meeting with David Barratt Wilson Homes that took place this morning at the CCC offices, GP, DS and SJ in attendance.
- e) GP-Regarding the quest to have the Tonford Bridge adapted for wheelchair use, no further news, funding is still being sought.
- f) GP-Community Champion at Morrisons has resigned and has not been replaced
- g) AB-bank along Thanington Road has been dug up with no warning

#### 10) PARISH AFFAIRS

- a) TM-Laptop needs repairs, won't turn on. TM will take it to a repair shop and see what the problem/cost will be.
- b) TM-Damaged post reported in previous meeting has been removed but not replaced.
- c) TM-footpath from Cockering Road site was closed with no sign to inform people, clerk to write to Pentland
- d) TD-branches at the top of Hollow Lane are still there, Terry will get a quote for removal.
- e) TD-Larkey Vally Woods footpaths are getting overgrown
- f) TD-Tarmac passing place on the bend in Iffin Lane has started to fall away into the field, clerk to report
- g) TD-Plan to reduce speed limit in Iffin Lane? Needs adding to the HIP, clerk will put this on the agenda for July's meeting
- h) TM-No parking sign has been broken again in New House Close. AB will take a look and see if he can fix it.
- i) SK-Fly tipping at Larkey Vally Woods Carpark, bales of hay, fridge, microwave, plant pots, childs stroller, computer monitors
- j) SK bottom end of Cockering Road by Saxon Fields-shopping trollies, Christmas tree in a duvet, carpet and build up of litter
- k) TD-shopping trollies outside 25 Thanington Road on the bank
- l) Potholes along road to ARCA Hall- unable to report, not KCC land
- m) Public footpath sign missing, Strangers Lane
- n) White Line along parking place in New House Lane, TD presents a letter he wishes sent to Kent Highways to clarify the issue, letter approved, clerk will action.
- o) Hedge adjacent to 90 Ashford Road-property is Longreach in Tonford Lane, overgrown
- p) Outside 86 Ashford Road, poppies covering pavement where they are growing under the fence
- q) Hedge overgrown along Thanington Road just past TNRC adjacent to A2 London bound overgrown
- r) Overhanging branches along Ashford Road, past houses on RHS towards Milton Bridge from Canterbury
- s) Hedge overgrown outside 72 Ashford Road at the top of Grays Way
- t) Overgrown tree at top of Grays Way by noticeboard
- u) Post removed but not replaced in New House Lane

**NEXT MEETING:** The next Meeting will be held at the Hilltop Community Association on **Monday 11<sup>th</sup> July 2022**

**CLOSURE:** There being no further business, the Chairman declared the meeting closed at:21:36

Breakfast Taster  
 Wednesday 15<sup>th</sup> June  
 9.00 arrivals for 9.30 facials



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**THANINGTON PARISH COUNCIL**


**NEXT MEETING**

at – Hilltop Community Association

on - Monday 13<sup>th</sup> June 2022

at – 19:00

**THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT**



**THANINGTON PARISH COUNCIL**

Clerk: Miss Susannah Jung  
 Website: [Thanington-pc.gov.uk](http://Thanington-pc.gov.uk)  
 Email: [Clerk@thanington-pc.gov.uk](mailto:Clerk@thanington-pc.gov.uk)  
 Tel: 07869197380

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURNS**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Local Audit and Accountability Act 2014 Sections 26 and 27  
 The Accounts and Audit Regulations 2015 (SI 2015/234)

**NOTICE**  
 Date of announcement – Friday 27<sup>th</sup> May 2022

Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2022, these documents will be available on reasonable notice by application to:

Susannah Jung  
 7 The Weald  
 Ashford  
 Kent  
 TN24 8RA  
[clerk@thanington-pc.gov.uk](mailto:clerk@thanington-pc.gov.uk)

Commencing on Monday 13 June 2022  
 and ending on Friday 22 July 2022

Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

PKF Littlejohn LLP  
 Ref SBA, 2<sup>nd</sup> Floor  
 1 Westlery Circus  
 Canary Wharf  
 London E14 4HD [www.pkf-littlejohn.com](http://www.pkf-littlejohn.com)

This announcement is made by Susannah Jung, Responsible Financial Officer to Parish Council

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