

**MINUTES OF A MEETING**  
**of**  
**THANINGTON WITHOUT PARISH COUNCIL**  
**held at**  
**Ashford Road Community Association Clubhouse, Thanington Without**  
**on Monday, February 11<sup>th</sup>, 2002**

**PRESENT:** - Councillors Messrs. I. Bain, K. Goddard, T. Maple, G. Page, K. Stokes and the Clerk

**CHAIRMAN:** - Councillor G. Page

**APOLOGIES:** - Apologies from Cllr Mrs Pam Blackman (Funeral), Cllr G. Furness (Holiday)

- 1) **APPROVAL OF THE MINUTES OF THE LAST MEETING:** The Minutes of the January meeting, Cllr Goddard asked that on 4 jj) item 4 "Strangers Close" be added to the end of the item as identification they were then unanimously approved and duly signed by the Chairman.
- 2) **MATTERS ARISING:**
  - a) The Clerk confirmed that payments approved at the January meeting have been dispatched.
  - b) The Clerk confirmed that CCC Planning has been informed of the following recommendations:  

Acceptance      CA/01/1343/THA
  - c) The Clerk under instruction from the Parish Council contacted CCC Community Services about the cleansing of the Parish roads and surrounds, and arranged a site visit with Mr Laurence Dunderdale. Mr Dunderdale explained that Ashford Road, Thanington Road, Strangers Lane, St Nicholas Road and Cockering Road between the junctions of St Nicholas Road and Strangers Lane are cleansed on a weekly basis. All other roads on the North Ward are cleansed on a 4-weekly schedule. The South Ward is only cleansed on a 12-weekly schedule. The Clerk also inspected Larkey Wood area, Footpath leading from Junction of St Nicholas Road and Strangers Lane southwards towards New House Lane and the elevated footpath along Hollow lane. Mr Dunderdale agreed that the CCC fly-tip team would remove the fly-tip rubbish. It was also agreed that two rubbish bins, should be placed one at either end of Hollow lane footpath. The clerk agreed to see if the Parish Council would fund a pet waste bin (£150.00) at the top end. If this was possible Mr Dunderdale agreed he would take over the pet waste bin and it would be emptied by CCC. The council agreed that this would be a good idea and it was proposed by Cllr Page and seconded by Cllr Bain. The council instructed the Clerk not to act on this until written confirmation had been received from CCC of their intention to purchase the two bins. This meeting with Mr Dunderdale was very useful and should lead to better communication between the Parish Council and Community Services at CCC. The South Ward will be looked when the present contract ends (End of 2002) and should then be on a 4-weekly schedule. On Tuesday 29<sup>th</sup> of January the Clerk inspected the fly tipping at the end of Strangers Lane. Finding that nothing had been done, he e-mailed CCC at 13:45 the same day. A reply stated that Mr Dunderdale was still looking at the problems but would write to the Clerk in due course.
  - d) The Clerk confirmed that he had written to Kim Bennett asking about the possibility of Bob Britnell being the guest speaker at the Annual Parish Meeting. He confirmed that he had had a reply from Kim Bennett stating he had passed it on to Bob Britnell and if he could not attend someone else would.
  - e) The Clerk confirmed that St Faith's Hall had been booked for the Annual Parish Meeting on the night of Tuesday 16<sup>th</sup> April 2002, at a cost of £7.50 per hour. The Clerk confirmed that as Hilltop Community Association Treasurer he had an interest in St Faith's hall.
  - f) Broken Street Lights in Strangers Lane and Tonford lane have been reported. Now fixed, Councillors stated that they had been done the following day.
  - g) The Clerk reported he had written to Railtrack Community Relations about the Tonford Level Crossing. There has been no reply to date.
  - h) The Clerk under instruction from the Parish Council contacted CCC Highways about the poor state of repair of many parts of the Parish Highways. After no reply by Friday 25<sup>th</sup> January he rang Mr Viv Pritchard Head of Transportation and Engineering who looked into the matter and informed the Clerk that Mr Dennis Button would be e-mailing him to make some arrangements. Mr Button emailed on the 25/1/2002 File Ref PR4701 ( copied to Cllrs ) with agenda. After further emails Mr David Govier has now rung the Clerk and made arrangements

to meet him on Monday 11<sup>th</sup> February 2002. Mr Govier had gone sick so a Mr Mike Cole turned up. He explained how the system worked and stated that the council wanted to help. He stated that Mr Steve Rivers was the Clerk's contact and he would distribute the details to the correct inspector.

- i) Upper Tonford Lane would be finished in the spring, it had just been made safe for the time being.
  - ii) The council instructed the Clerk to write to Mr Dennis Button asking for an official warning be issued stating that if the hedge outside Flint Cottage, Ashford road were not cut the council would undertake the job and invoice the owner
  - iii) Ashford road Foot way (North Side) this was being looked after by Mr Dennis Button CCC as above.
  - iv) New House Lane Mr Cole found that the LHS eastbound potholes were dangerous and in his view a large strip would need to be replaced in the near future.
  - v) Hollow lane raised footpath - A letter to Dennis Button was needed asking the CCC to confirm ownership of this footpath, before any action could be taken. The Clerk was instructed to send this letter.
- i) The Clerk confirmed he had written to CCC Highways Confirming the following :
    - i) Support for 30mph in New House Lane
    - ii) Support for no change in St Nicholas Road, this change after letters from local residents
    - iii) Support for yellow lines in Ashenden Close
    - iv) Support for yellow lines in turning area of Strangers Close
  - j) The Clerk confirmed he had written to Mr Holness thanking him for his letter and explaining that the Parish Council had withdrawn its support for yellow lines in St Nicholas Road.
  - k) Cllr Blackman reported by telephone to the Clerk a problem with a BT manhole cover outside 45 Tonford Lane. Clerk reported it to BT, fault code ND6KDM11. The Clerk telephone BT engineers on Tuesday 29<sup>th</sup> January at 13:30 he was told that BT had made a mistake and that after the fault had been put on two-hour emergency repair nothing had happened. BT raised a new job Fault code ND6KQM89. On Monday 4<sup>th</sup> February the Clerk inspected the covers and found no change. He rang BT engineers at 10:35 obtaining another fault code ND6VQP67. He then had to give details again. BT said the fault had been closed down again. BT then raised another fault on number ND6ODG96, which should be repaired within 4 hours. BT engineer rang to say he could not fix the cover but he had raised a BT 1024 and red flagged it, this means it should be fixed within 5 days. This has now been completely repaired.

3) **APPROVAL OF PAYMENTS:**

- a) Inland Revenue - £14.26 Proposed by Cllr G. Page Seconded by Cllr I. Bain
- b) SLCC Conference Fee - £225.00 Proposed by Cllr G. Page Seconded by Cllr I. Bain
- c) Clerk's Training Fee - £70.00 Proposed by Cllr G. Page Seconded by Cllr I. Bain
- d) Stationary order - £94.86 Proposed by Cllr G. Page Seconded by Cllr I. Bain

4) **FINANCES:**

a) HSBC Statement of Treasurer Account	
Balance at 12 <sup>th</sup> January 2002	£10,172.02
b) HSBC Statement of No-Notice Account	
Balance at 27 <sup>th</sup> December 2001	£ 2,071.88
c) POSB Statement of Investment Account	
Balance at 19 <sup>th</sup> November 2001	<u>£ 8,064.71</u>
<b>Total</b>	<b>£20,308.61</b>

5) **CORRESPONDENCE:**

- a) Community Legal Services
- b) KAPC Parish News no 281 ( Circulated with Agenda )
- c) Kent Police Authority Newsletter Jan 2002
- d) PPP Grant aid cheque for £55
- e) Inland Revenue – confirming cancelling penalty for late submission of annual return
- f) KRCC – Rural News
- g) Traffic & Speed count for New House Lane
- h) Concurrent Function Revenue Funding
- i) Canterbury District Local Plan Review
- j) Parish Council Forum Minutes
- k) Kent Guidance Consortium
- l) KCC – Public Rights of Way meeting
- m) KCC - Planning Green Paper
- n) Inland Revenue Annual Return

- o) CCC – Planning Committee letters CA/01/1135/THA & CA/01/1230/THA (Circulated with Agenda)
  - p) Inland Revenue Payroll News
  - q) Code of Conduct / Standards Committees
  - r) KRCC Rural news
  - s) Quality local Councils
  - t) Modernising East Kent Hospitals
  - u) Unsolicited advertising
    - i) Glasdon
    - ii) Millets
    - iii) Henley Oak
- 6) **PLANNING:**
- a) Planning list W/E 18<sup>th</sup> January – Three appertaining to Thanington Without
  - b) Planning list W/E 24<sup>th</sup> January – Non appertaining to Thanington Without
  - c) Planning list W/E 31<sup>st</sup> January – Non appertaining to Thanington Without
  - d) Planning list W/E 7<sup>th</sup> February – Non appertaining to Thanington Without
  - e) Development & Planning Committee – 24<sup>th</sup> January 2002
  - f) CA/01/1400/THA – 5 Manor Close (recommend acceptance)
  - g) CA/01/1404/THA – Robert Brett House (recommend acceptance)
  - h) CA/02/0016/THA – 167 Ashford Road (recommend acceptance)
  - i) CA/01/1236/THA recommended refusal by PC – CCC refused planning permission
  - j) CA/01/1343/THA recommended accept by PC – CCC granted planning permission
  - k) CA/01/1135/THA recommended refusal by PC – CCC granted planning permission
    - i) Taken from the Notification of grant of planning permission to develop land  
*04 The stables hereby approved shall be solely used for the applicant's private purposes and no trade or business shall be carried out on the site without the prior written approval of the local planning authority.*
  - l) CA/01/1196/THA recommended accept by PC – CCC granted planning permission
  - m) Development & Planning Committee – 5<sup>th</sup> February 2002
- 7) **REPORTS:**
- a) The Clerk informed the council he had attended on their behalf an informative briefing by the Army.
- 8) **PARISH AFFAIRS:**
- a) The Chairman, Cllr G. Page
    - i) Street light opposite 142 Ashford Road had been reported three times already, the Clerk was instructed to report it.
    - ii) Proposed agenda for Annual Meeting at St Faith's hall.
      1. Welcome
      2. Appointment of Clerk
      3. Apologies
      4. Notice of Meeting
      5. Minutes 2001
      6. Matters arising from minutes
      7. Chairman's remarks
      8. Financial Statement
      9. Harris Charity Fund
      10. Reports from organisations
      11. Guest Speaker
      12. Questions from floor & any other business
      13. Close of Meeting
  - b) Cllr K. Goddard
    - i) Points covered earlier
  - c) Cllr I. Bain
    - i) Railway crossing gate (north side) very stiff does not close completely would allow children to stray onto railway line.
    - ii) Gas flap in Grays Way still sitting proud of pavement.
    - iii) Milford Bridge hedge has been well cut back this year
  - d) Points raised by Cllr I. Bain on behalf of Cllr Pam Blackman.
    - i) Tree at corner of Grays Way. Is it going to be replaced by CCC if not could the PC replace it to mark Queen's Jubilee? More discussion needed.
    - ii) Footpath from Tonford Lane to Howfield Lane was being used as speed track by motorcyclist, This needed to be monitored.

- e) Chairman Cllr G. Page read out a report from the Clerk on Audit errors found in the council records. The councillors agreed that these points were better recorded by them than picked up in the annual audit report. It was agreed to add this report to the minutes as an official addendum. The Chairman thanked the Clerk for his work in bringing these points to the attention of the Council.
  - f) The Chairman said that this raised the issue of the extra work the Clerk was carrying out above his normal remit. The Chairman asked the Clerk for an idea of how many extra hours were needed, the Clerk agreed to keep a record of extra hours and how used. The Clerk stated that he felt it would be important to have a set of Financial Regulations, to check through minutes, tax records, VAT records, update Standing orders, planning records and files before the end of the financial year. The Council agreed that extra hours should be paid in this situation.
- 9) **STREET LIGHTING:**  
a)
- 10) **FOOTPATHS:**  
a)

Addendum to minutes – Page 1181 Accounting Report 2002.

**NEXT MEETING:** The next Meeting will be held at the ARCA Clubhouse on Monday, March 11<sup>th</sup> 2002.

**CLOSURE:** There being no further business, the Chairman declared the meeting closed at 21:20.

## Thanington Without Parish Council Accounting Report 2002

### Missing Cheques

The following cheques are missing on return from bank

100577 100578 100579 100580

### Missing from Minutes

The following transaction does not appear to be recorded in the minutes

10/09/01	2002/out/19	100586	£40.00	Petty Cash
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### Not Proposed or Seconded in Minutes

The following transactions have not been recorded as being proposed and seconded in the September minutes. Cllr G. Page & Cllr I. Bain have signed the cheques.

24/07/01	2002/out/15	100582	£570.33	Kent Messenger
10/09/01	2002/out/16	100583	£ 14.28	Inland Revenue
10/09/01	2002/out/17	100584	£ 88.49	Ricoh UK
10/09/01	2002/out/18	100585	£110.00	Treework

### Incorrect amount recorded in Minutes

The following have been wrongly recorded in October minutes:

Item 3 – Approval of Payments

KENT COUNTY COUNCIL Stationary £22.41 should be £22.91

### No clear & concise Audit trail Item identification on Minutes

April Minutes – 1124

- 3) Approval of Payment
  - a) Travel Claim
  - b) Clerk's Salary
  - c) Inland Revenue
  - d) SLCC

May Minutes – 1137

- 3) Approval of Payment
  - a) Sherwood
  - b) Cornhill
  - c) Southnews

June Minutes – 1144

- 3) Approval of Payment
  - a) Erection of Seat
  - b) Chairman's Allow
  - c) Petty Cash

July Minutes – 1148

- 3) Approval of Payment
  - a) Clerk's Salary
  - b) CCC Minute delivery

September Minutes – 1154

- 3) Approval of Payment
  - a) Kent Messenger
  - b) Ricoh UK
  - c) Treework
  - d) Inland Revenue

October Minutes – 1160

- 3) Approval of Payment
  - a) Clerk's Salary
  - b) Stationary
  - c) Photocopier
  - d) Inland Revenue

### Clerk's Salary

There do not seem to be any records or payslips for the Clerk's wages.

Roger Cheeseworth

Clerk

Thanington Without Parish Council

Sunday, 03 February 2002