



MINUTES OF LYMPNE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL COMMITTEE ROOM AT
7pm WEDNESDAY 5th July 2017

Those Present:

Councillor S Edwards - Chair	Councillor P Boor – Vice Chair
Councillor J Burrows	Councillor J Howes
Councillor R Auger-	Councillor P Geering
Mr J Lawrence- Clerk	

Also in attendance:
Mrs Denise Topham and Mr Mike Watts

1. APOLOGIES.

Apologies were tendered by Cllr C Hunter

2. DECLARATIONS OF INTEREST

- a. To declare any personal interests in items on the agenda and their nature.
- b. To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

There were no declarations of personal or prejudicial interest.

Cllr Burrows expressed an interest in ITEM 12 due to his position sitting on the Village Hall Committee

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the Parish Council meeting held on 3rd May 2017 were presented to the Council, accepted as a true and accurate record of the meeting and were duly signed and dated by the Chairman.

4. Update on actions from previous meeting

Actions were circulated to members. The following are outstanding or new actions-

Action Number	Action to be completed	Allocated to	Completed/ Comments
1	Grass Cutting Arrangements- Clerk to obtain Quotes in case current provider cannot fulfil requirements of the Village Hall Committee	CLERK	See ITEM 13

2	Meeting to be arranged with Kevin Murray Associates	Clerk	To be placed on hold pending response in relation to ITEM 11
3	Preserving the free use of public parks consultation survey	Clerk	Completed
4	Extension of Public Engagements regarding Otterpool Park- Letter to be written to Deanne Morgan SDC	Cllr Boor	Completed
5	Death of Shirley Newlands- Passage for newsletter to be completed	Cllr Hunter	Completed
6	Contact to be made with Family of Mrs Newlands	Cllr Edwards	Completed
7	Village Broadband Survey required-	Cllr Auger	To be included in future news letter
8	Information as to where the Vicary Bequest made to the Council in October 2014 is held	Clerk	See ITEM 10.6
9	Village Green Grass Cutting to be added to agenda	Clerk	Completed

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public this month

6. CORRESPONDENCE AND COMMUNICATIONS

For Action-

1. Letter dated the 3rd July from John and Judith East regarding blocked Sewer Pipes
The letter was discussed by members and it was reminded that the common sewer is the responsibility of the water company rather than the Council or in fact the Village Hall Committee. It was also reminded that the village hall had taken certain steps to discourage the depositing of items into the pipe. It was also noted that it should not be the job of Mr East to have to inspect the drains at intervals as this has been recognized to now be an onerous task for him.

DECISION- Members agreed unanimously that Southern Water should be contacted for them to find a solution to this problem given the responsibility of the common pipeline.

ACTION- Clerk to write to Southern Water on behalf of the Council

ACTION- Clerk to respond to Mr and Mrs East

2. E mail from County Cllr Martin Whybrow- sending apologies but request what level of attendance and service the Lympe Parish Council require from him at Future Meetings;

DECISION- Members requested that County Cllr Whybrow to attend every other meeting when available and to provide a written update when not attending

ACTION- Clerk to reply to County Cllr Whybrow

3. E mail from Rural Services Network requesting survey completion
DECISION- It was agreed that members will respond as individuals to this survey
4. E mail from KALC requesting feedback to NALC regarding the TU Pay Claim – Papers Circulated to Members
DECISION- It was decided that members would review this on an individual basis.
5. E mail from Kent Association of Local Councils- regarding funding for defibrillators for the village

DECISION- It was agreed that at this time the Council would not invest in purchasing a defibrillator and would bear this in mind as more information comes to light about the effectiveness and use in the County. It was also agreed that when the full decision and time scales for the village hall extension were decided then this subject would be revisited.

Items for Noting-

1. E mail from KALC- offering technology Conference- dated 3rd July 2017
Item noted- no Cllr available to attend

7. CLERK’S REPORT

The Clerk gave a verbal update to members

8. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

a. District Councillor’s Report

District Councillor Peacock was unable to attend

b. County Councillor’s Report- Martin Whybrow

County Councillor Martin Whybrow was unable to attend due to a prearranged commitment

c. Community Warden’s Report-Jon Lodge

Apologies were received from the KCC Warden who was not able to attend

d. PCSO’s Report

No report received.

9. PLANNING

Y17/0668/SH	44 Folks Wood Way Lypne Hythe Kent	Conversion of garage to living accommodation.	Members made the following comments in response- ' no objection on the grounds of planning guidelines but we would like you to consider the fact that when these estates were built, the car parking allowance included the garage as a parking space. Hence as more people use their garages for things other than cars the street parking becomes ever more crowded, especially in this case where the house is at the end of a cul - de - sac.' There is a need for a visitor’s car park when planning new developments
Y17/0657/SH	Stirrup Stone Street Lypne Hythe	Erection of annexe, together with erection of single storey rear extension, car port and ramp	No objections- However the council wish to comment on how they are concerned that additional accommodation adds to the burden on the already over stretched water supplies and increased sewerage

FINANCE

Income HSBC			Comments
VAT REFUND		£837.07	Included in balance
Outgoing	CHQ Nos/Bank Transfer (BT)		
Clerks Salary (GROSS)	BT	£698.03	
Clerks Utilities	BT	£16.00	
Colin Hunter Expenses	BT	£9.60	
Sandgate Printers- INV 35527	BT	£239.20	
Harmer and Sons INV- 11804	BT	84.00	
National Insurance Emp. Contribution	BT	£2.49	
Refund to Cllr Burrows- Dog Show	BT	£20.00	
TOTAL OUTGOING		£1069.32	
Available Balance After Expenditure		£8371.72	

10. FINANCE

- a. Breakdown of expenditure/income since last meeting

Balance National Savings:	£11911.82	As at 04/04/2017
Opening Balance HSBC:	£12793.76	As at 05/07/2017
Balance 90th Trees Fund	-£1542.54	As at 05/07/2017
Balance Neighbourhood Development Plan	-£1810.50	As at 05/07/2017

AVAILABLE BALANCE HSBC £ 9440.72 as at 05/07/2017

- b. Budget Forecast update
The budget was reviewed by members-
- c. Signing of Cheques
 There were no cheques for signature
- d. Signing of electronic banking transaction register
 The register was signed and countersigned by Cllr Geering, Cllr Burrows and Cllr Boor
- e. Vicary Bequest- 1st October 2014 – response to Cllr Hunter who raised the issue of where this bequest was held-
 The Clerk reported that the Bequest was currently held within the National Savings Account having been deposited there by the previous Clerk. Cllr Hunter has been informed of this as he was unable to attend the meeting this evening.

11. OTTERPOOL GARDEN TOWN

Members will discuss and review the latest Public Engagement Events and review the document entitled- "Stage 1 feasibility and Capacity Study" in association with the report which had been circulated by Cllr Howes.

Members firstly wanted to highlight the work that Cllr Howes had put into firstly reviewing the above document and then compiling the report what had been circulated to members

It was proposed by Cllr Burrows and seconded by Cllr Edwards that this document should form the initial response of the Council as a body and should be sent to all interested parties. A vote was held and was unanimously agreed.

Cllr Auger highlighted that information from Network Rail suggested that if the improved station facilities at Westenhanger were approved then one of the two stations in Folkestone would need to close to accommodate the high-speed trains stopping locally. He informed the meeting that there did not seem to be the appetite from network rail to close one of the Folkestone stations.

ACTION- Cllr Howes to format her report so that it is suitable for circulation to SDC, County and District Councillors, Arcadis and Kevin Murray associates

ACTION- Cllr Auger to provide the additional information regarding Network rail for inclusion in the above document

ACTION- Clerk to circulate on the website once completed

12. PUBLIC WORKS LOAN BOARD PROPOSAL

Members will discuss the request from the Village Hall Committee to consider applying for a loan to fund the building of the Village Hall Annex

Cllr Burrows abstained from this agenda item due to his involvement on the Village Hall Committee

This was the first opportunity members had met to discuss this proposal by the Village Hall Committee who are requesting that the Parish Council obtain a Public Works Loan for the annex to the village hall to be completed with a proposed start date for work being Spring 2018.

While the total to be requested is not known yet members discussed the need to ensure that the residents of Lympe were fully informed and in agreement with the decision as this would impact on the Precept.

The discussion centred on how to ensure that a fair response from the community was obtained and would stand up to scrutiny in the future as this would be a long-term commitment for future residents.

The following statement was made by the Chair requiring a vote from members present- "If we could work out the finer details and obtain the required response from our residents would members vote in favour of obtaining a loan"

Of the 6 members present 4 agreed and two abstained.

ACTION- Clerk to identify the best means of carrying out a survey and to obtain guidance on what percentage of the residents would be required to be confident in moving forward with this proposal

13. GRASS CUTTING

Members will decide on the following matters

- a. Arrangements for cutting the "The Village Green" at The Street Lympe
 - b. Review the suitability of the current service provider considering the site meeting held on Wednesday 28th June
 - c. Review the current position with identifying new service providers
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- a. The Clerk informed the meeting that he had requested a quote from the current service provider for the cutting of the "Village Green".**
 - b. The Chair reported that a productive meeting had taken place with the current service provider who was very knowledgeable about the needs of Lympe. The issues of the playing field were discussed.**

It was identified that if the field is to be used for playing football by outside teams providing revenue for the village hall then the area would need to be cut weekly. If no football was to be played as above then the current every other week cut would be sufficient.

It was agreed that the Village Hall Committee would need to decide if football would be played or not and then the Parish Council would adjust the cutting requirements to accommodate this decision.

- c. Considering the above meeting it was decided that the tender for the new season would be requested in December for a decision by Councillors at the January or February meeting.**

14. ALDINGTON ROAD- LITTER UPDATE-

Members commented that the litter levels appear good at the moment but will remain under review. It was noted that Mr Cowell had written to Cllr Hunter regarding a school litter poster campaign. Cllr Hunter has been unavailable due to injury recently and this will be followed up in the new school year in September 2017.

15. EMERGENCY PLAN FOR LYMPNE

Cllr Howes informed the members that the emergency plan was now complete and came in two parts-

- 1. A public facing emergency plan which would be published on the internet**
- 2. A confidential contact list held by the Clerk and Council members**

Members identified the need to have a policy in place as to who should be contacted on the initial report of an "emergency" and the action to be taken on that initial report

**ACTION- Article to be compiled for the next newsletter
Public facing emergency plan to be published on the website
New Policy Document to be compiled to outline the actions required on receipt of an "emergency"**

16. LYMPNE VILLAGE SIGN REPAIRS

The original installer of the Lypne Village Sign at The Green has volunteered to repaint it and bring it back to its former glory-

Members agreed unanimously for the volunteer to carry out this work and agreeing that any reasonable expense will be reimbursed to him

ACTION- Clerk to Contact Steve Holroyd for him to carry out the work

17. BASKETBALL NET PROJECT- LYMPNE VILLAGE HALL

It was reported that Cllr Peacock has received the funding forms in support of the basketball posts and that a volunteer has come forward to assist with installing the posts when we have received them.

18. ITEMS FOR NEWSLETTER AND PUBLISHING ON LYMPNE.NET

- 1. Otterpool update and report**
- 2. Emergency Plan**
- 3. Broadband survey**

19. ANY OTHER BUSINESS

Cllr Burrows reported that in the past a survey of the benches within the village was carried out as some are the responsibility of the Council and others are personal. He reports that some are falling into disrepair.

It was agreed that this item will be added to the agenda for next month's meeting

20. DATE OF NEXT MEETING. 2nd August 2017 unless otherwise advised. The meeting will be held in the Village Hall Committee Room at 7.00pm.

There being no further business the meeting closed at 2115hrs.

Jeff Lawrence

PARISH CLERK

10/07/2017