

## WINGHAM PARISH COUNCIL

You are hereby given notice that the next meeting of the Parish Council will take place on Monday 11 December 2017 at 7.30pm in the Miles Room, Wingham Village Hall.



Clerk to the Parish Council  
6 December 2017

## AGENDA

- 1 APOLOGIES FOR ABSENCE
- 2 DECLARATIONS OF INTEREST
- 3 MINUTES OF PREVIOUS MEETING  
To approve any amendments and sign minutes of the meeting held on 13 November 2017
- 4 PUBLIC SESSION *[maximum 15 minutes]*  
Opportunity for members of public to make representations, answer questions and give evidence in respect of the business on the agenda. A member of the public shall not speak for more than 4 minutes, should raise their hand when requesting to speak, and direct comments to the chairman. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- 5 FINANCE
  - 5.1 Financial Statement for November (APPENDIX A)  
To approve the Statement of Accounts for November 2017
  - 5.2 Bills to be Approved

	£
Clerk BT B/Band Nov/Dec phone bill	23 .06
Clerk Expenses for November (post & stationery)	3 .48
Clerk Heating & Lighting allowance November	8 .00
Harmer & Son - November grass cut	LG(MP)A 1976 s19 160 .80
Playdale Playgrounds Retention invoice	LG(MP)A 1976 s19 4377 .16
KALC Training - Clerk GDPR 14.12.17	LGA 1972 s111 36 .00
SLCC Membership 2018	LGA 1972 s111 128 .00
ALCC Membership 2018	LGA 1972 s111 30 .00
  - 5.3 Bills to be Ratified

Clerk net salary November	674 .92
NEST Pension Payment for November (DD)	12 .24
ASDA HP Inks for clerk	LGA 1972 s111 23 .00
WeRChristmas - Star for Christmas Tree	LGA 1972 s137 18 .94
Gordon Engraving - Allotment signs x3	LGA 1972 s137 172 .80
  - 5.4 Christmas Tree Costs  
To approve the cost of lights for the tree: Star £18.94; Lights £40.00 LGA 1972 s137
  - 5.5 Audit (APPENDIX B)
    - i) To note appointment of external auditor for 2017/18 - PKF Littlejohn
    - ii) To review the Scope of Internal Audit 16/17 and approve any amendments for the 2017/18 audit
  - 5.6 Small Capital Grant Funds 2017/18  
To discuss and approve use of remaining budget - £221.48
  - 5.7 Forward Planning - Three year plan November 2017 (APPENDIX C)  
To discuss and agree amendments to last year's plan for inclusion in 2018/19 budget
  - 5.8 Budget 2018/19 (APPENDICES D1 & D2 to follow)  
To discuss and approve village group grant requests, consider training needs, property maintenance check (inc. shelter cleaning), review clerk salary and consider other items to be included
- 6 CORRESPONDENCE RECEIVED  
To review correspondence received by post since the previous meeting which has not previously been circulated or included on the agenda

**7 REPORTS**

- District Councillor
- Play Area
- Planning
- Recreation Ground
- SID/Speedwatch
- Village Hall
- PCC
- Tree Warden
- Other Reports (MP Bus Mtng, KALC AGM, FIT Awards, KALC/KCC 20mph mtng)

**8 ITEMS FOR DISCUSSION**

**8.1 Risk Management Strategy (APPENDIX E)**

To review the 2016/17 document and agree amendments for the 2017/18 strategy as necessary

**8.2 Allotments**

To discuss management of vacant plot

**8.3 Parking in Wingham (correspondence previously circulated)**

To discuss correspondence from two residents and possible use of a note to put on windscreens

**8.4 KCC Volunteer Support Warden Scheme (correspondence previously circulated)**

To discuss KALC email and consider joining the scheme

**8.5 Consultations (correspondence prev circulated) To discuss and approve any responses to the following:-**

- i) KCC: Gypsy & Traveller Site Allocation Policy. Deadline: 20.12.17
- ii) Kent PCC: Safer in Kent Plan Questionnaire
- iii) Ash PC: Sustainability Appraisal Scoping Report. (RG) Deadline: ASAP
- iv) Falmouth TC: SCA Business Rates & Public Conveniences Proposal. Deadline 15.12.17

**8.6 High Street Furniture and Advertising Boards**

To consider producing a council policy for these and approve any action

**8.7 Community Engagement Strategy (APPENDIX F)**

To review and agree amendments as necessary

**9 QUESTIONS & ITEMS OF INFORMATION**

- 9.1 Fencing to rear of Court Flats - to note recent correspondence with EK Housing
- 9.2 Seath's Corner & HGVs on unsuitable roads - to note recent correspondence
- 9.3 NNDR WC Business Rates - to note response from MP
- 9.4 Roman Rd Speed Limit Change - to receive update
- 9.5 Zebra Crossing request - to note request and action taken so far

**10 DATE OF NEXT MEETING:- Monday 8 January 2018, 7.30pm  
Miles Room, Wingham Village Hall**

**Planning Appendix (For Parish Council info only)**

Planning Applications Received

- DOV/17/01394 49 High Street. Erection of a single storey rear extension, alterations to existing flat roof and the insertion of rooflight (existing extensions to be demolished)
- DOV/17/01382 64-65 High Street. Change of use from dwelling to office (Financial & Professional Services) (Class A2 Use)
- DOV/17/01370 Site at the Old Colliery, Staple Road. Formation of a residential access road with parking and erection of a triple bay garage to serve existing dwellings
- DOV/17/01422 53 High Street. (Listed Bldng&Cons.Area) Proposed boiler Flue on the North Elevation of the building and removal of a modern brick fire surround, back boiler and gas fire
- DOV/17/01433 49 High Street. (Listed Bldng&Cons.Area) Erection of a single storey rear extension, alterations to existing flat roof and the insertion of rooflight (existing extensions to be demolished)
- DOV/17/01285 6 High Street. Erection of a single storey rear extension and installation of rooflight to rear roofslope (existing conservatory to be demolished)

Decisions to be Ratified

- DOV/17/01388 Rosslyn, Canterbury Road. Erection of a single storey rear extension to form annexe for dependent relative (existing conservatory to be demolished). No objections 4.12.17
- DOV/17/01320 6 High Street. (Listed Bldng&Cons.Area) Erection of a single storey rear extension & installation of rooflight to rear roofslope (existing conservatory to be demolished). No objections 4.12.17

Decisions Received from DDC

- DOV/17/01145 Land at Crockshard Farm, Crockshard Lane. Construction of horse exercise area and access way. GRANTED 17.11.17
- DOV/17/01144 Pig End, Crockshard Hill. Conversion to residential to include erection of link and window to rear façade, replacement weatherboard, insertion of insulation and breather membrane. GRANTED 24.11.17
- DOV/17/01252 The Dog Inn. Erection of a detached building for use as office. GRANTED 1.12.17
- DOV/17/01083 Land adjacent Sessions House. Variation of condition 2 of planning permission DOV/15/01221 to allow changes to approved plans (app under s73). GRANTED 27.11.17
- DOV/17/01172 2 Sunnyside Cottages, High Street. Erection of a 2 storey side extension incorporating a granny annexe together with the erection of a mono-pitched roof over the original front bay window. GRANTED 29.11.17