


WINGHAM PARISH COUNCIL

You are hereby given notice that the next meeting of the Parish Council will take place on Monday 11 June 2018 at 7.30pm in the Miles Room, Wingham Village Hall.


Clerk to the Parish Council
6 June 2018

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 14 May 2018
- 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 May (APPENDIX A)
To approve the Statement of Accounts for May 2018
 - 5.2 Bills to be Approved

	£
Clerk BT B/Band May/June phone bill	24 .16
Clerk Expenses for May (post & stationery)	6 .73
Clerk Heating & Lighting allowance May	8 .00
Harmer & Son May cut	432 .60
Cllr Graydon Light fixtures for Defib kiosk (£2.65 + £8.40)	11 .05
 - 5.3 Bills to be Ratified

Clerk net salary May	677 .29
NEST Pension Payment for May (DD)	30 .53
 - 5.4 Report from Annual Internal Audit (APPENDIX B)
To receive written report from Danny Swan following his internal audit review of accounts
 - 5.5 Annual Governance and Accountability Return (AGAR - previously Annual Return) (APPENDIX C)
To approve i) The Annual Governance Statement; ii) The Statement of Accounts
 - 5.6 Small Capital Grant Applications from Village Organisations (APPENDIX D)
To discuss applications received and approve any payments LG(MP)A 1976 s19
 - 5.7 Wingham History Panel
To discuss and approve payment to DDC of previously approved panel restoration last year at £223.90
 - 5.8 Fund Transfer
To approve transfer of £504.86 from Play Area fund to Lloyds for Play Area fencing (MOM 14.5.18 s8.11)
 - 5.9 KALC Councillors Annual Conference 2018
To approve attendance for Cllrs Addis and Redfearn at £120 +VAT LGA 1972 s175
 - 5.10 HMRC VAT Repayment
To note repayment of 2017/18 VAT at £3726.58
 - 5.11 Dog Fouling All-weather Stickers (correspondence previously circulated)
To discuss possible purchase of these stickers for the village Litter Act 1983 s5(4)
 - 5.12 'School' warning thermoplastic road marking RTRA 1984 s72
To discuss estimated cost (£1120) of this proposed road sign for Canterbury Rd and approve any action
 - 5.13 Bus Shelter at The Paddock
To receive update from Cllr Graydon and the clerk and approve the shelter design LG(MP)A 1953 s4
- 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 (GDPR PY/SA/KC mtng)

8 ITEMS FOR DISCUSSION

- 8.1 Community Housing and Self-Build**
To hear from Rachel Collins, Community Housing Programme Manager for Dover District Council and discuss possible involvement with this programme
- 8.2 Councillor Vacancy**
To discuss any applications received and agree how to proceed with filling the vacancy
- 8.3 Annual Parish Assembly 2019**
To discuss date of next year's APA to avoid clashing with other local Parish Councils
- 8.4 Volunteer Policy (APPENDIX E)**
To discuss and approve the amended policy and new volunteer role outlines
- 8.5 Allotment Waiting List Procedure (APPENDIX F)**
To discuss and review this procedure and approve any amendments
- 8.6 Annual Report (APPENDIX G)**
To discuss and approve the draft Annual Report for 2017-18
- 8.7 Wingham Bridge (correspondence previously circulated)**
To discuss response from KCC Highways to our Site Meeting Report and approve any further action
- 8.8 Skye Court Access**
To discuss and approve any further action to improve safety for all users of this accessway
- 8.9 Wingham Post Office**
To discuss correspondence from MP and approve any further action
- 8.10 2018/19 Property maintenance (APPENDIX H)**
To review projects agreed in the 2018/19 budget and schedule works

9 QUESTIONS & ITEMS OF INFORMATION

- 9.1 High Street Crossing - update on progress

10 DATE OF NEXT MEETING:- Monday 9 July 2018, 7.30pm
Miles Room, Wingham Village Hall

Planning Appendix (For Parish Council info only)	
<p><u>Planning Applications Received</u></p> <ul style="list-style-type: none"> • DOV/18/00381 (Listed Bldng + Cons. Area) The Chicken House, Hawarden Place, Canterbury Road. Replacement of 4no. windows and 1no. single door and 1no. French doors on the ground floor SE elevation. • DOV/18/00521 (Listed Bldng + Cons. Area) Dambridge Farm Cottages, Staple Road. Conversion and extension of outbuilding into 2no. residential dwellings. Internal and external alterations including: insertion of rooflights, new and replacement doors and windows, partitions and staircases. Insertion of new first floor structure. <p><u>Decisions to be Ratified</u></p> <ul style="list-style-type: none"> • None 	<p><u>Decisions Received from DDC</u></p> <ul style="list-style-type: none"> • DOV/18/00131 & 18/00132 The Coach House, Dene Farm Lane. Erection of a front extension, replacement of 2no. rear doors and 1no. window with French doors (existing porch to be demolished). GRANTED 24&25.5.18