

**Minutes of the Ordinary Meeting of the Parish Council held on  
Tuesday 5<sup>th</sup> December 2017, Pluckley Village Hall, 7:30pm**

Present	Cllrs Dracott, Fewsdale, Newman (Chair), Taylor, Whatman	
In Attendance	Caroline Levett – Clerk	
<b>Item</b>		<b>Action Responsibility</b>
1. APOLOGIES	Apologies were received from Cllr Breach and Cllr Bell	
2. DECLARATION OF INTERESTS & ALTERATIONS TO REGISTER OF INTERESTS	There were no declarations of interest.	
3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING	<p>The Parish Council minutes from the meeting held on 7th November 2017 were unanimously approved as a correct record of the meeting and signed by the Chairman.</p> <p style="text-align: center;"><b>a. Parish Councillor Co-option</b></p> <p>The co-option of Paul Dracott was proposed by Cllr Whatman, seconded by Cllr Taylor and unanimously agreed. Paul Dracott signed the Parish Council Notification of Disclosable Pecuniary Interests Form and the Declaration of Acceptance of Office Form. The Clerk to submit to ABC.</p> <p style="text-align: center;"><b>b. War Memorial</b></p> <p>Cllr Newman had reported that the Public Notice period had been served and that all documentation was with the Commissar General, for the Faculty to be granted. It has now been advised that permission is required in writing from the Church insurers. Cllr Newman has raised this with the PPC. Cllr Newman had spoken with Olivia, Marc Taylor’s widow, to explain the delay. It was unanimously agreed that the stone mason should be instructed to commence work.</p>	<b>CL</b>          <b>MN</b>
4. PARISHIONERS' QUESTIONS	No members of the public were present.	
5. CHAIRMAN'S REPORT CLLR NEWMAN	Items reported elsewhere.	
6. PLANNING CLLR TAYLOR	<p><b>17/00735/AMND</b> Thorne Farm Lambden Road. House 1: roof eaves lowered to oak frame to provide canopy on W elevation. House 4 add door in W elevation facing garden. Pluckley Parish Council unanimously agreed to support this application.</p> <p><b>17/00285/AMND 2</b>, Fir Toll Station Road TN27 0QZ. Non material amendment addition of roof velux. Pluckley Parish Council unanimously agreed to support this application.</p> <p><b>17/01499</b> ( 16/01302) Jennings Farm, Charing Road TN27 0QN. Existing detached light industrial unit to residential. 220m2 COU. To note. Does not require planning permission.</p> <p><b>17/01678</b> 2 Mill Pond Cottages Malmains Road TN27 0SB. Convert garage to games/garden room with int. WC. Sympathetic materials, Height 4m. Neighbour supports. Pluckley Parish Council unanimously agreed to support this application.</p> <p><b>17/00366</b> Appeal Lilloets-Green Hedges Chambers Green Road. An appeal on the decision to refuse this application has been made questioning validity regarding ABC Local Plan and Pluckley Neighbourhood Plan. Cllr Bell had spoken to Simon Cole, ABC, and Cllr Newman advised of his response. Pluckley Parish Council unanimously agreed that grounds for appeal be rejected.</p> <p>An application received for Thorne Cottage was too late to be considered and a request will</p>	

Chairman..... Date.....

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*These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting.*

	be made to extend the deadline date until after the next Parish Council meeting.																												
7. ASHFORD BC REPORT CLLR BELL	No report.																												
8. FINANCE	<p><i>Finance Report</i></p> <p>The finance report for October had been circulated and the Parish Council ratified and approved the December 2017 payments list :</p> <table border="1"> <tr> <td>301333</td> <td>C Hoad – Bus Shelter Sweeping</td> <td>31.00</td> </tr> <tr> <td>301334</td> <td>J Johns – Recreation Ground Tidying</td> <td>45.00</td> </tr> <tr> <td>301335</td> <td>D Heasman – Street Sweeping</td> <td>90.00</td> </tr> <tr> <td>301336</td> <td>C Levett – Clerk’s Wages</td> <td>382.85</td> </tr> <tr> <td>301337</td> <td>Serious Graphics - Posters</td> <td>24.00</td> </tr> <tr> <td>301338</td> <td>EDF - Recreation Ground</td> <td>85.83</td> </tr> <tr> <td>301339</td> <td>HMRC</td> <td>575.00</td> </tr> <tr> <td>301340</td> <td>M Newman – Tree Carols Refreshments</td> <td>47.12</td> </tr> <tr> <td>301341</td> <td>C Levett – Postage</td> <td>16.34</td> </tr> </table> <p><b>TOTAL</b> <b>1297.14</b></p> <p><i>Budget Summary and Precept</i></p> <p>Cllr Newman had carried out an internal audit of the accounts at the half year stage and gave detailed reports on income and expenditure, as circulated before the meeting, with budgeting of both proving accurate. The main differences are under the set aside budget for Section 137 expenditure, and the Village Hall extension, which was anticipated but not shown as a budgeted figure and has been met from reserves.</p> <p>Anticipated total income by year end is £68,200, and total expenditure £109,000, leaving an anticipated year end bank balance of £33,067. Significant excess of expenditure over income was anticipated to cover costs of the Village Hall extension and speed review.</p> <p>Regular and ongoing expenditure is accurately budgeted at approximately £30,000. Additional expenditure during 2018-19 will include contributions towards further capital projects – nature reserve, further traffic calming measures, village hall extension phase 3. It is hoped that some of this expenditure will be met by grant and Section 106 funding.</p> <p>Cllr Newman proposed a 2% increase in the precept, from £46,200 to £47,124. This was seconded by Cllr Taylor and unanimously agreed by the Parish Council.</p>	301333	C Hoad – Bus Shelter Sweeping	31.00	301334	J Johns – Recreation Ground Tidying	45.00	301335	D Heasman – Street Sweeping	90.00	301336	C Levett – Clerk’s Wages	382.85	301337	Serious Graphics - Posters	24.00	301338	EDF - Recreation Ground	85.83	301339	HMRC	575.00	301340	M Newman – Tree Carols Refreshments	47.12	301341	C Levett – Postage	16.34	
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9. NEIGHBOURHOOD PLAN CLLR NEWMAN	The previous clean-up of asbestos on site has been found deficient. As a result, further clean-up will be required and the site is currently closed. The owner has reiterated that the Field is being transferred to the Parish Council. In the meantime, Cllr Taylor has arranged a further meeting with Kentish Stour Partnership.																												
10. TRAFFIC & HIGHWAYS/SPEED LIMIT REVIEW	<p>Cllr Taylor proposed that the Parish Council applies to become a corporate member of Speedwatch in order that monitoring of vehicle speed in the parish by volunteers can be conducted to the national standard of that organisation. This was seconded by Cllr Newman and unanimously agreed by the Parish Council.</p> <p>A previous survey in the village had indicated that 150 parishioners would volunteer to become involved.</p>																												
11. VILLAGE HALL CLLR NEWMAN	Cllr Newman had raised the concerns of the Parish Council regarding the overrun on costs on the foundation work of the extension, and the response from the Management Committee and Working Group was advised. The additional expenditure was accepted and the Parish Council unanimously agreed to pay an additional £2,500.																												

	It was indicated that there are likely to be further extra costs as the project proceeds, for which the VHMC has no budget, raising further concerns. Cllr Newman to seek clarification on this matter.	<b>MN</b>
12. RECREATION GROUND, PAVILION, TENNIS COURTS CLLR WHATMAN	<p>Quotes have been sought as follows :</p> <ul style="list-style-type: none"> <li>• ASPIRE (part of ABC) and Landscape Services for 2018/19 Grounds Maintenance.</li> <li>• Park Leisure re play equipment</li> <li>• Park Leisure re tennis court repairs</li> </ul> <p>Some maintenance and rearranging the store area is still required.</p> <p>There is a leakage at a joint on the septic tank which needs to be resolved.</p> <p>Information regarding benches to be brought to the next Parish Council meeting.</p>	
13. COMMUNICATION CLLR NEWMAN	<p><b>a. New House Lane/Stanford Bridge Broadband</b></p> <p>This is on schedule to be rolled out in December.</p> <p><b>b. Printing</b></p> <p>Stones Ashford has closed down. Cllr Newman has sought quotes from other printers to produce Communicate – Staples £333 per edition; Serious Graphics £265; printing.com Ashford £140. The Parish Council unanimously agreed that the printing be carried out by printing.com.</p>	
14. CLERK'S REPORT	<p><b>a. Parish Councillor Co-option</b></p> <p>The Clerk advised that remains three vacancies which can now be filled by co-option. Cllr Newman suggested that Parish Councillors look to actively fill one vacancy.</p> <p><b>b. Parish Clerk Vacancy</b></p> <p>The job description and contract for a replacement Clerk had been drawn up. The vacancy has been placed on the website and NextDoor, but does not yet appear on the KALC website.</p>	<b>ALL</b>
15. CORRESPONDENCE	Cllr Newman advised that the panel sponsored by the Parish Council in the new Heritage Centre has been prepared.	
16. DIARY	<ul style="list-style-type: none"> <li>• Parish Council meeting : Tuesday 2<sup>nd</sup> January 2018, 7:30pm, Pluckley Village Hall</li> <li>• Christmas Tree Carols : Friday 8<sup>th</sup> December at 5pm.</li> </ul>	
17. AOB	None	
	The meeting closed at 8:45 pm	

Caroline Levett, Clerk to Pluckley Parish Council  
6<sup>th</sup> December 2017