

GOODNESTONE PARISH COUNCIL

Thornton House, Thornton Lane, Eastry, Sandwich, Kent, CT13 0EU Tel: 01304 746036/07903
739792

12th May 2024

To all members of the Parish Council

You are hereby summoned to attend the Annual Parish Council Meeting of Goodnestone Parish Council to be held on Wednesday 22nd May 2024 at Goodnestone Village Hall 7.30pm, for the purposes of transacting the following business.

Joanna Jones

Joanna Jones - Clerk to the Parish Council

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman to serve for the coming year.

2. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman to serve for the coming year.

3. APOLOGIES

To receive apologies for non-attendance at the meeting.

4. PUBLIC CONTRIBUTION TIME: A short session set aside for parishioners to raise matters.

Individual contributions should be kept to less than 5 minutes.

5. DECLARATIONS OF INTEREST

To record declarations and reasons for interest from members relating to items on the agenda.

6. MINUTES OF THE LAST MEETING

To confirm the minutes of the Ordinary Meeting held on Wednesday 27th March 2024

To confirm the minutes of the Annual Parish Assembly held on Wednesday 24th April 2024

To confirm the minutes of the Extraordinary Meeting held on Wednesday 1st May 2024

7. REPORTS

To receive written or verbal reports from:

a) **County Councillor** – Sue Chandler

b) **District Councillors** – Bartlett & Porter - May report emailed

c) **Council Members**

d) **Community Police Officer** – Jon Bowler – report emailed

8. ACTIONS FROM THE LAST MEETING

To receive information resulting from actions generated at the last meeting.

Action	Owner	Status	Update
Communications workshop	KS, Clerk	On-going	To organise communications workshop – feedback from parishioners was that more communication is required, the Newsletter is missed. KS, Clerk and Christine to meet and form a plan.
Footpaths Lower Rowling/Knowlton	JA	On-going	Lower Rowling footpaths look to be ok, to inspect Knowlton footpaths and report on the KCC Public Rights of Way Reporting Tool, if needed.

Local Government Pension Scheme	Clerk	On-going	Parish Council to join and approve membership of Clerk – add to next agenda
Fixed Asset Register	Parish Councillors/ Clerk	On-going	Clerk to send list of assets to Parish Councillors, Parish Councillors to send photos of Fixed Assets to Clerk and identify a volunteer to check the defibrillators. Clerk to construct Fixed Asset Register.
Highway Improvement Plan	KS	On-going	Article in next Messenger to explain the importance of reporting all road accidents to the Police.
Street light Out	KS	On-going	Article in next Messenger to explain how to report Highways faults, including potholes, on Kent County Council's Highways Reporting Tool
Neighbourhood Watch - Stickers	KS	On-going	Details of stickers to be included in the next Messenger
Draft Grant Application Form	JA	On-going	Clerk updated grant form, JA to put on website
Annual Parish Assembly	KS	On-going	Speakers invited, details to be included in the next Messenger
National Grid Pylons	KCC (SC)		Cty Cllr SC Will follow up with KCC for an update
Speed Indicator Device	SB		Try and organise repair
Noticeboards	PA Clerk		To organise Chillenden board to be moved to bench seat To order green noticeboard for Chillenden
New litterbin	Clerk		Order bin for Goodnestone from DDC
Millenium Field - sheep grazing	KS Clerk		To check if acceptable with school To seek permission from Gabriel Richards Trust & organise grazing to start
Environmental Fund	KS		Seek ideas from Parishioners in Messenger
Mowing Contract	Clerk		To thank contractors for quotes
Defibrillators	Clerk		To order pads and batteries that are required and register with The Circuit
Unity Trust Bank	Clerk		To arrange transfer of funds from Natwest
Dover & District Bee Keepers Association Grant	Clerk		To pay grant
AGAR	Clerk KS		To complete accounts work, arrange internal audit. To complete check of the accounts
Church path/handrails	Clerk		To provide letter of support
Annual Parish Assembly	Clerk		Amend agenda and email out for noticeboards

9. RISK ASSESSMENT & FIXED ASSET REGISTER

To review the Council risk assessment document and Fixed Asset Register.

- a) Risk Assessment
- b) Fixed Asset Register

10. NOMINATION OF ROLES

To nominate Councillors to undertake the following roles:

- a) Highways
- b) Planning
- c) Footpaths
- d) Councillor Responsible for Finance
- d) Communications

11. REVIEW OF COUNCIL PROCEDURES

To review and adopt appropriate procedures – All the below can be found on the PC Web Site

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct
- d) GDPR Statement

12. FOOTPATH OFFICER REPORT

To discuss and agree actions relating to footpath issues

- a) Report
- b) KCC – (Byway Open to All Traffic EE496 and Restricted Byway EE497 at Wingham and Goodnestone) Definitive Map Modification Order 2022 – Inspector’s Interim decision issued

13. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) New position for SID pole – Agreed by Kent County Council, cost £1,080.01
- b) Parishioner Email – Bus service
- c) Speedwatch initiative

14. COMMUNITY INITIATIVES

To discuss and agree actions relating to Community initiatives

- a) Parish Noticeboard for Goodnestone
- b) New litterbin for Goodnestone
- c) Millenium Field – How to maximise usage and add value to the village
- d) Environmental Fund – Options for spending budget held over from previous year
- e) Mowing Contract
- f) Defibrillators

15. FINANCE

To discuss and agree actions relating to any financial correspondence presented to the Council

- a) Precept received £7,951.61
- b) KALC renewal - £196.27 plus VAT
- c) Natwest bank accounts closed
- d) 2023/24 year end accounts
- e) 2024/25 Budget
- f) Restatement of AGAR – Section 2 – Accounting Statements to 31 March 2023 – Boxes 8 & 9
- g) Annual Governance and Accountability Return Section 1
 - i) Consider the findings of the review by the members meeting as a whole
 - ii) Approve the Annual Governance Statement by resolution in advance of approving the Accounting Statements
- h) Annual Governance and Accountability Return Section 2
 - i) Consider the Accounting Statements by the members meeting as a whole;

ii) Approve the Accounting Statements by resolution

iii) Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval is given.

- i) Certificate of Exemption – AGAR 2023/24 Part 2
- j) Clerk – Local Government Pension Scheme & Hours

16. PAYMENTS

To resolve the approval of payments presented at this meeting

a) Payments to be approved

Payee	Service	Invoice	Amount
Joanna Jones	Clerk's Net Salary April		£156.60
HMRC	PAYE - April		£39.00
Unity Trust Deposit Account	Transfer of deposit account funds from Unity Trust Current to Unity Trust Deposit account		£14,980
Joanna Jones	Clerk's Expenses – Printer paper & Dividers		£5.85
KALC	Annual Subscription 2024/25	9031	£235.52
Roger Austin	Mowing of Playing & Millenium Fields – 4/4/24	2377	£178.50
Joanna Jones	Clerk's Net Salary May		£156.40
HMRC	PAYE - May		£39.20

17. PLANNING

a) Planning Applications

To discuss any planning applications received prior to the meeting

i) DOV/24/00353 & Dov/24/00354

Proposal: Change of use to residential dwelling with the erection of a single-storey rear extension, minor external alterations, extensive repair and renovation works and associated parking.

Location: The Forge, Goodnestone Road, Chillenden Kent

ii) DOV/24/00337

Proposal: Erection of a garage car port

Location: Pear Tree House, Orchard Court, Chillenden, CT3 1YA

b) Planning Decisions

To note any planning applications received prior to the meeting

i)

c) Planning Correspondence

To discuss any correspondence related to planning

i) Dover District Council – Local Plan – Main Modifications Consultation – ends 24th May

d) Report

18. CORRESPONDENCE

To discuss and agree actions relating to correspondence received by the Council

- a) KALC (Kent Association Local Councils) & NALC (National Association Local Councils) – all updates emailed
- b) KALC – Parish Charter feedback

19. CHILLENDEEN WINDMILL

To discuss and agree actions relating to Chillenden Windmill

- a) Proposed KCC Consultation to Divest

20. COMMUNICATION

To discuss and agree actions relating to communication

- a) Gov.uk – website & emails - £100 grant available

21. EVENTS

To discuss and agree actions relating to events organised by the Council & outside events

- a) Training – KALC & Local Meeting 24th April – minutes emailed

22. PUBLIC CONTRIBUTION TIME: A short session set aside for parishioners to raise matters. Individual contributions should be kept to less than 5 minutes.

23. DATE OF NEXT MEETING

July

September

November

January

March

May