

**MINUTES OF THE ORDINARY MEETING OF GOODNESTONE PARISH COUNCIL HELD ON
WEDNESDAY 29th NOVEMBER AT 7.30PM AT GOODNESTONE VILLAGE HALL**

PRESENT:

Councillors: Jon Aldington (JA), Paul Allen (PA), Sue Baker (SB), Karen Stanford (KS)
County Councillor Sue Chandler - KCC (SC), 2 Members of the Public, Parish Clerk – Joanna Jones

1. APOLOGIES

District Councillors Bartlett and Porter and Councillor Lidia Long (LL), LL also sent a written resignation.
Clerk to report resignation to DDC. **Action Clerk**

2. PUBLIC CONTRIBUTION TIME

The meeting closed and re-opened immediately as neither of the members of the public wished to speak.

3. DECLARATIONS OF INTEREST

Councillor Allen declared an interest as Chair of the Friends of Chillenden Windmill and Councillor Baker declared an interest as a volunteer at the Friends of Chillenden Windmill.

4. MINUTES LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 27th September 2023 be duly signed by the Chairman as a true and correct record of the meeting.

5. REPORTS

a) County Councillor – County Councillor Sue Chandler gave a short report covering the assistance that KCC are offering to Discovery Park following the Pfizer employees at risk news, the flood risk strategy consultation, KCC supported Windmills and KCC's litigation action against the Home Secretary regarding unaccompanied asylum seekers. Full report will be emailed to the Clerk, who will forward.

b) District Councillors – report emailed out.

c) Parish Councillors – no reports

6. ACTIONS

Action	Action	Owner	Status	Update
22/23 - 014	Internet banking application	KS	On hold	On current agenda
23/24 - 001	Investigate Parish Clerk – Offer letter and contract to be issued	JA	Discharged	Joanna Jones started on 30 th October
23/24 - 002	Communications workshop	LL	Not started	KS taken over this action
23/24 - 004	Dog Poo Bin Costing	KS/SB	In progress	Litter bin to be applied for once noticeboard site agreed, installation cost to be confirmed by DDC 1x Litter bin = £285.00 Annual emptying fee = £175
23/24 - 008	DDC on Demand Bus Request for extension to Goodnestone	KS	In progress	Bus is funded by section 106 funding which is linked to Aylesham development. Any extension to route would

Action	Action	Owner	Status	Update
				need to be agreed by Aylesham PC and DDC. Cost per journey is £3.50 and does not take bus passes as this is a private venture. PC will find out whether the community are interested in us pursuing this by putting it in Messenger to gauge interest. You can get it from the corner of Palm Tree Lane and Bonnington as that is on the current route. To be included in January 24 Messenger edition.
23/24 - 009	Footpaths Lower Rowling/Knowlton	LL	Not started	JA to take over this action and report on the KCC Public Rights of Way Reporting Tool
21/06 - 001	Draft Highways Improvement Plan	SB	On-going	Pre-HIP meeting held, final HIP to be agreed on this agenda.
26/07 - 001	Investigate schemes for electric charging points	JA	Discharged	KCC grants no longer available.
26/07 - 002	Draft standard letter for landowners for overgrown footpaths	LL	Discharged	Agreed that this will be dealt with on a case-by-case basis.
26/07 - 003	Options for Parish Council Noticeboard – formal options to be presented at November meeting for sign off	KS	Discharged	Options on current agenda
27/09/001	Issue Statement of Case on Claypits Footpath	JA	Discharged	Issued – under consideration
27/09/002	Speed Camera Battery and advice from KCC	SM	Discharged	The battery has been updated, the speed camera now works. In order to be used the Chillenden pole needs to be moved into a 30mph zone
27/09/003	Wheelie bin stickers	JA	In progress	Clerk to request 20mph toolkit from KCC Highways. Action Clerk
27/09/004	Knowlton Thankful memorial	SB	Action Discharged	Currently being maintained by volunteers
27/09/005	Dispose of old signage in Goodnestone	SB/JA	Action Discharged	Completed

7. FOOTPATH OFFICER REPORT

7.1 Officer Report – no report

7.2 The KCC (Bridleway EE190 at Staple & Goodnestone) Definitive Map Modification Order 2022 – Planning Inspectorate Letter & KCC Email

It was agreed that Councillor Aldington will attend the meeting on 12th December at 10am and it will be promoted on social media by Councillor Stanford to encourage parishioners to attend. **Action JA & KS**

8. HIGHWAY OFFICER REPORT

8.1. Progress on Highways Plan

Councillor Baker reported on the pre-HIP meeting with KCC Highways, it was agreed to prioritise lack of warning signs at the Goodnestone Road and Rowling Road junction on the new HIP. RESOLVED Clerk to submit HIP to KCC Highways. **Action Clerk**

8.2. New position for Speed Indicator Device (SID) pole out of 20mph zone

Discussions were held, it was agreed that Councillors Baker & Allen would research an alternative location for the SID pole in Chillenden and complete the KCC Form, Clerk to then submit the paperwork. **Action SB, PA, Clerk**

8.3. New battery for SID - £41.90

RESOLVED to pay £41.90 for the new battery.

8.4. KCC Highways Seminar – 1st December 9.30-12.30pm

Noted by members

9. COMMUNITY INITIATIVES

9.1. Parish Noticeboard for Goodnestone – Quotes

Discussions were held, four quotes were considered, it was agreed to use Whitehill Direct Ltd as the supplier but not to make the final decision about size until the location is agreed, Clerk to chase DDC Housing for a response to Park View Close site request. It was reported that the Chillenden noticeboard is falling over, Councillor Allen to inspect. **Action Clerk & PA**

9.2. Millenium Field – How to maximise usage and add value to the village

Agreed to move to January agenda. **Action Clerk**

9.3. Environmental Fund – Options for spending budget held over from previous year

Agreed to move to January agenda. **Action Clerk**

10. FINANCE

10.1 Section 137 Grant Application – Church

Discussions were held, RESOLVED to pledge a grant of £1,000 to Holy Cross Goodnestone to only be spent on the path renovation and the new handrails, proposed Councillor Allen, seconded Councillor Baker. Clerk to write pledge letter and draft a grant application form for the next meeting. **Action Clerk**

10.2 Parish Clerk – 2022/23 Local Government Pay Agreement & Expenses

Discussions were held, RESOLVED to pay the Clerk £1 a week working from home allowance, to pay 10% towards the Society of Local Council Clerks membership by invoice and to recognise the nationally agreed back-dated pay increase of £1 per hour from 1st April 2023.

10.3 Local Government Pension Scheme – Parish Council to join and approve membership of Clerk

Agreed to be moved to the January agenda. **Action Clerk**

10.4 HMRC PAYE Scheme – In the process of registering

It was agreed that the Clerk will be paid in January for the work carried out in November, December & January once the payroll is fully up and running.

10.5 Parish Council Insurance – Renewal quotes

Three quotations were considered, RESOLVED to renew with Zurich for £450.38 for a three year, long-term agreement.

Action Clerk

10.6 Natwest Bank Online – Parish Clerk to be registered

RESOLVED to add the Parish Clerk to the online Bank Account, Councillor Stanford to organise.

Action KS

10.7 Unity Trust Bank

RESOLVED to open Unity Trust Current and Deposit accounts at a charge of £6 a month with the Clerk as administrator able to set up payments and view online and all Parish Councillors set up to be able to authorise payments and view the accounts online, with two individuals required to authorise each payment.

Action Clerk

10.8 Fixed Asset Register

Discussions were held it was agreed that the Parish Councillors will send the Clerk photographs of the two defibrillators, two noticeboards and the bench with planters to help Clerk to construct the Fixed Asset Register. Defibrillators are currently not being checked and are not registered, first step is for Parish Councillors to identify a volunteer to regularly check the defibrillators.

Action Parish Councillors and Clerk

10.9 Accounts – Budget v Actual to 30/09/2023

The Clerk presented the figures, RESOLVED to adopt the actual v budget accounts to 30/09/2023.

10.10 Budget ideas 2024/25

Discussions were held, it was agreed to include in next year's budget; the cost of moving the SID pole, highway improvement works, Clerk's salary, pension and expenses, new bin and emptying and installation costs, section 137 grant funding, grant for the fete and an increase in grounds maintenance. Mowing contract to be included on January agenda.

Action Clerk

11. PAYMENTS

11.1 Payments to be approved

Business	Service	Invoice	Amount	Proposed	Seconded
Kenny Ingram	Battery for SID	1000321987	£41.90	Councillor Baker	Councillor Aldington
DDC	Parish Council Elections	1013317	£1,606.89	Councillor Stanford	Councillor Aldington
Zurich	Parish Council Insurance		£450.38	Councillor Aldington	Councillor Stanford

11.2 Payments to be reported (already paid)

Business	Service	Invoice	Amount	Paid	Proposed	Seconded
Roger Austin	Mowing	2318	£168.00	9/10/23	Councillor Stanford	Councillor Allen

12. PLANNING

12.1 Planning Applications

a) DOV/23/01233

Proposal: Resurfacing of church access path

Location: Holy Cross Church, The Street, Goodnestone, CT3 1PL

RESOLVED to support this application.

Councillor Allen is attending the Local Plan Meeting at Dover District Council on 5th December, RESOLVED that he would represent Goodnestone Parish Council and object to the inclusion of SAP50 in the Local Plan. **Action PA**

13. CORRESPONDENCE

13.1 Metal Detecting request

Clerk to inform requestor that Millenium Field and Fairfield are available for public use. **Action Clerk**

13.2 DDC Election Changes

Noted by members

13.3 KALC Draft Parish Charter

Noted by members

13.4 Parishioner request – Neighbourhood Watch stickers

Clerk reported that the Eastry Neighbourhood Watch Co-ordinator had recommended that a group was set up, Clerk shared details of next meeting, Cllr Baker to attend. **Action SB**

13.5 Consultation Document – Kent Cycling & Walking Infrastructure – closes 10th Jan

13.6 Kent Local Flood Risk Management Strategy 2024-2034 Consultation – ends 30th Jan

Both consultations noted by members.

14. CHILLENDEEN WINDMILL

14.1 – Proposed KCC Consultation to Divest

Cllr Allen explained that KCC were considering divesting themselves of financial responsibility for windmills, members of the public are urged to respond to the KCC Consultation, there is an open meeting in Chillenden on 12th December. Discussions were held, County Councillor Chandler recommended that the windmill be registered as a Community Asset she will support actions to keep the Windmill in good repair and to maintain public access. Councillor Allen to speak to the Friends of the Mill about registering as a Community Asset, Clerk to investigate the timescale for registering as a Community Asset and to put the windmill on the January agenda. **Action PA & Clerk**

15. COMMUNICATION

15.1 – Website Information required – DPI links to DDC, AGAR – Bank reconciliation & Variances & 2023/24 Budget

Clerk to send details, Councillor Aldington to add to website.

Action Clerk & JA

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

Individual contributions should be kept to less than 5 minutes.

The Village Hall will be hosting a Christmas Day lunch.

17. DATE OF NEXT MEETING

31st January 2024 – 7.30pm – Goodnestone Village Hall

27th March 7.30pm – Chillenden Village Hall

Meeting was formally closed at 21:32

Goodnestone Parish Council - 2023/24 - Budget v Actual to 30th September 2023

INCOME	Budget 2023/24	Actual to 30-09-2023	
Carried Forward	14,688.98	14,688.98	
Precept	7,435.96	7,435.96	
VAT			
Other income			
Interest		27.41	
Total Income	22,124.94	22,152.35	
PAYMENT Essential/Regular Payments	Budget 2023/24	Actual to 30-09-2023	
Grounds Maintenance	1,000.00	1,460.00	
Defibrillator Maintenance	200.00	-	
Church Clock Maintenance	320.00		
Parish Noticeboards	1,800.00		
Maintenance of shed on field	500.00		
Clerk - Salary & Pension			
Administration			
Messenger Newsletter	300.00	90.30	
Fairfield - Rent	50.00		
Parish Council Insurance	711.00		
KALC Membership	235.00	197.98	
Hall Hire - Meetings	300.00	-	
Audit Fees	120.00	60.00	
Payroll costs	100.00		
Election expenses			
Bank Charges	-		
Grants	-	1,000.00	
Contingency			
Training	-	50.00	
Speed Indicator Device	-	13.08	
VAT		341.60	
Running cost & regular payments	5,636.00	3,212.96	
Contingency/Reserves	12,084.94		
Ring fenced Reserves	4,404.00		
Total	22,124.94	3,212.96	
Bank Reconciliation 30/09/2023		B/F	14,688.98
Natwest Current Account - 9760	14,476.63	Receipts	7,463.37
Natwest Business Reserve A/c -9779	4462.76	Payments	-3,212.96
	18,939.39		18,939.39