

**MINUTES OF THE ORDINARY MEETING OF GOODNESTONE PARISH COUNCIL HELD ON
WEDNESDAY 31ST JANUARY 2024 AT 7.30PM AT GOODNESTONE VILLAGE HALL**

PRESENT:

Councillors: Jon Aldington (JA), Paul Allen (PA), Sue Baker (SB), Francis Plumptre (FP) (Part)
County Councillor Sue Chandler - KCC (SC) 4 Members of the Public Parish Clerk – Joanna Jones

1. APOLOGIES

District Councillors Bartlett and Porter and Councillor Karen Stanford (KS).

2. PUBLIC CONTRIBUTION TIME

One member of the public thanked the Parish Council for succeeding with footpath EE190 remaining as a public footpath, another member of the public reported that concession cards can be used on the Connect bus by pensioners. The other two members of the public did not wish to speak, the meeting then re-opened.

3. DECLARATIONS OF INTEREST

Councillor Allen declared an interest as Chair of the Friends of Chillenden Windmill and as a committee member for Chillenden Village Hall and Councillor Baker declared an interest as a volunteer at the Friends of Chillenden Windmill.

4. CO-OPTION

Francis Plumptre introduced himself to the Parish Council as a candidate to fill the vacancy on the Parish Council, he then left the room, discussions were held and a vote was held, 2 voted for and 1 against. RESOLVED to co-opt Francis Plumptre onto the Parish Council, he signed the Declaration of Acceptance of Office and took his place on the Council and was welcomed by the Chairman. Clerk to organise completion of Declaration of Pecuniary Interest form with Councillor Plumptre and submit to Dover District Council and inform them of the appointment. **Action Clerk**

5. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 29th November 2023 be duly signed by the Chairman as a true and correct record of the meeting.

6. REPORTS

a) County Councillor – Sue Chandler gave a report on the Kent County Council budget which is now balanced due to savings being made and a limited use of reserves, after intensive lobbying additional funding has also been received from central Government. The report also included grants that are available for businesses, families and winter support grants, details are on the Kent County Council website, she then explained the work of the Kent Film Office.

b) District Councillors – report emailed out.

c) Parish Councillors – no reports

d) Community PC – PC Jon Bowler, did not attend.

7. ACTIONS

Action	Owner	Status	Update
Internet banking application	Clerk	On-going	To open Unity Trust Current and Deposit Accounts – Clerk to submit signed minutes & the additional information required to Unity Trust. Action Clerk
Communications workshop	KS	Not started	
Dog Poo Bin	KS	Discharged	Costs confirmed and request gone to Dover District

Action	Owner	Status	Update
Costing			Council to site on grass near to Park View Close road sign
Dover District Council on Demand Bus Request for extension to Goodnestone	KS	Discharged	Not possible to extend bus route, Connect bus does accept Concession cards for pensioners.
Footpaths Lower Rowling/Knowlton	JA	Not started	To report on the KCC Public Rights of Way Reporting Tool
Draft Highways Improvement Plan	SB/Clerk	Discharged	Highways Improvement Plan submitted to Dover District Council.
Wheelie bin stickers	Clerk	Discharged	20mph toolkit received from Kent County Council Highways, includes bin stickers
Councillor Vacancy	Clerk	Discharged	Vacancy reported to Dover District Council and advertised.
Bridleway EE190 - Meeting	JA/KS	Discharged	JA attended meeting, KS promoted on social media
Speed Indicator Device Pole Position	SB/PA	Discharged	Form completed and submitted to Kent County Council Highways
Parish Noticeboards	Clerk/PA/SB	Discharged	Clerk chased Dover District Council and PA and SB are making Chillenden noticeboard secure.
Millenium Field	Clerk	On-going	How to maximise usage and add value to village – add to next agenda
Environmental Fund	Clerk	On-going	Options for spending ring-fenced budget – add to next agenda
Section 137 Grant Application	Clerk	Discharged	Pledge letter sent and draft Grant Application Form circulated.
Local Government Pension Scheme	Clerk	On-going	Parish Council to join and approve membership of Clerk – add to next agenda
Parish Council Insurance	Clerk	Discharged	Renewed
Natwest Bank Online	KS	Discharged	Clerk in the process of being added to the online Bank Account
Fixed Asset Register	Parish Councillors/ Clerk	On-going	Parish Councillors to send photos of Fixed Assets to Clerk and identify a volunteer to check the defibrillators. Clerk to construct Fixed Asset Register
Budget	Clerk	Discharged	2024/25 Budget produced and Mowing Contract on January agenda.
Local Plan Meeting	PA	Discharged	PA attended meeting and objected to SAP50 in Local Plan
Metal Detecting Request	Clerk	Discharged	Clerk responded to requestor.
Neighbourhood Watch Stickers	SB	Discharged	SB attended Local Neighbourhood Watch Meeting
Chillenden Windmill	PA/Clerk	Discharged	PA had spoken to Friends of the Mill about registering as a Community asset they are awaiting the results of the Consultation. In the meeting County Councillor Sue Chandler explained the possible next steps in the consultation process. Clerk had forwarded information

Action	Owner	Status	Update
			about registering as a Community Asset and put the Windmill on this agenda.
Website	Clerk/JA	Discharged	Clerk sent information to JA who put it on website along with Disclosure of Pecuniary Interest links to Dover District Council.

8. FOOTPATH OFFICER REPORT

- a) The Kent County Council (Bridleway EE190 at Staple & Goodnestone) Definitive Map Modification Order 2022 – Planning Inspectorate Letter – To remain at Public Footpath Status

Noted by members.

- b) Report – no report

9. HIGHWAY OFFICER REPORT

- a) Progress on Highway Improvement Plan

Councillor Baker explained that Highways were not able to install more signage or road markings at the crossroads of Goodnestone Road and Rowling Road as no Kent County Council land is available, but they would look at refreshing the road markings and cleaning the signage if necessary. The importance of reporting all road traffic accidents to the Police was explained as this will help with evidence for future Highways requests, this is to be included in the next Messenger. **Action SB**

- b) 20mph Tool kit

The Clerk gave the bin stickers, posters and banner to Councillor Baker, who would distribute to parishioners. **Action SB**

- c) New position for SID pole out of 20mph zone

Awaiting response from Kent County Council Highways to the suggested position at the bottom of Griffin Hill.

- d) Goodnestone Road – Streetlight Out – Clerk reported to Dover District Council

It was agreed that the Kent County Council Highways Reporting Tool details would be included in the Messenger to encourage parishioners to report faults on the Highway as soon as they see them. **Action SB**

- e) Road Closure – Goodnestone Road, Chillenden – 24th January 2024

- f) Road Closure – Rowling Road – 29 January 2024, up to 3 days

Both of the above noted by members.

10. COMMUNITY INITIATIVES

- a) Parish Noticeboard for Goodnestone

It was agreed that Christine would be responsible for monitoring the proposed new bin and emptying it if it overflowed, Clerk to report to Dover District Council. **Action Clerk**

- b) Millenium Field – How to maximise usage and add value to the village

Agreed to move to next agenda

- c) Environmental Fund – Options for spending budget held over from previous year

Agreed to move to next agenda

- d) Mowing Contract

Discussions were held, agreed to source three quotes for a price per cut for Fairfield and the Millenium Field. **Action Clerk and Councillor Plumptre**

- e) Neighbourhood Watch

Clerk gave Neighbourhood Watch Stickers to Councillor Baker, who would include details in the Messenger.

Action SB

11. FINANCE

a) Draft Grant Application Form

The grant form was discussed, it was agreed to add that nothing can be funded retrospectively and then Councillor Aldington will add it to the website.

Action Clerk and JS

b) Natwest Bank Online – Parish Clerk to be registered

The Parish Clerk was in the process of being registered for Natwest Banking, the statements needed to be registered to go to the Parish Office.

Action KS and JS

c) Unity Trust Bank

Clerk to complete the application for Unity Trust Bank Accounts once the Clerk is registered with Natwest for online banking and the office address is changed for the Natwest bank statements.

Action Clerk

d) Fixed Asset Register

On-going, nothing more to add.

e) Accounts – Budget v Actual to 31/12/2023

The Clerk talked through the figures, RESOLVED to adopt the Accounts - Budget V Actual to 31/12/2023.

f) Budget Talks 2024/25

Discussions were held, it was agreed to make slight adjustments to the budget, RESOLVED adopt the 2024/25 Budget.

g) 2024/25 Precept Setting

Discussions were held, RESOLVED that the Council Tax be increased by 7.5% (£3.16 per annum) to £45.36 for a Band D property for 2024/25, an overall increase from £7,435.96 to £7,951.61. Clerk to submit.

Action Clerk

h) KCC – Kent Parish Council Winter Support Scheme

Noted by members

i) Office Equipment

The Clerk reported that Eastry and Woodnesborough Parish Councils had agreed that Goodnestone Parish Clerk could use their office equipment as long as Goodnestone contributed towards running costs such as paper and printing costs and contributed towards replacement fixed assets when needed.

j) Historic Treescape Grants – DDC

Noted by members.

12. PAYMENTS

a) Payments to be approved

Business	Service	Invoice	Amount	Proposed	Seconded
Society Local Council Clerks	Membership (10% Fee)	MEM246892-4	£23.80	Councillor Aldington	Councillor Baker

Goodnestone Village Hall	2023 Meeting rental	December 2023	£125.00	Councillor Baker	Councillor Aldington
Joanna Jones	Clerk's Net Salary Nov,Dec,Jan		£461.42	Councillor Baker	Councillor Allen
HMRC	PAYE Nov, Dec, Jan		£115.20	Councillor Aldington	Councillor Baker
Joanna Jones	Clerk's Net Salary Feb		£153.84	Councillor Aldington	Councillor Allen
HMRC	PAYE Feb		£38.40	Councillor Baker	Councillor Aldington
Bax Thomas French Ltd	Fairfield Rent	SI9075	£50.00	Councillor Baker	Councillor Aldington
Chillenden Village Hall	2023 Meeting Rental	012	£30.00	Councillor Aldington	Councillor Baker

All above payments RESOLVED to be paid.

13. PLANNING

a) Planning Applications

None received

b) Planning Decisions

- i) DOV/23/01233, Resurfacing of church access path, Holy Cross Church, The Street, Goodnestone, CT3 1PL – Granted

Noted by members

b) Planning Correspondence

- i) i)DDC – ENF/23/00444 – Location: Land North of Pumping Station, Short Street, Chillenden, Kent, Subject: Removal of tree in a Conservation Area – Investigations underway

Noted by members

c) Report

Councillor Allen gave a report on the Local Plan hearing that he had attended and spoken at concerning SAP 50 and the flood plain in Chillenden. Councillor Allen also reported on the Dover District Council letter regarding the breach of planning at Yew Tree Farm, Dover District Council will not be pursuing formal enforcement action, he explained the criteria when enforcement action would be taken.

14. CORRESPONDENCE

- a) KALC – all updates emailed

- b) Pre-Submission Draft of the Kent Minerals and Waste Local Plan 2024-2039 – Regulation 19 Public Consultation January 2024

Both of the above noted by members.

15. CHILLENDEEN WINDMILL

- a) Proposed KCC Consultation to Divest – nothing more to add.

16. COMMUNICATION

- a) Clerk annual leave – Agreed

17. EVENTS

- a) Training – KALC & Community Prepared
- b) DDC Great British Spring Clean
- c) D-Day – 6th June 2024

All of the above noted by members.

- d) Annual Parish Meeting

Discussions were held, agreed to hold the Annual Parish Meeting on 24th April at 7.30pm, Clerk to liaise with Christine for list of speakers and to send the agenda to Councillor Baker for inclusion in the Messenger.

Action Clerk and Councillor Baker

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

Individual contributions should be kept to less than 5 minutes.

Apologies were given as there hadn't been a Messenger edition for a while.

19. DATE OF NEXT MEETING

27th March 7.30pm – Chillenden Village Hall

24th April – Annual Parish Meeting – 7.30pm – Goodnestone Village Hall

22nd May 7.30pm – Goodnestone Village Hall

Meeting was formally closed at 21:50

Goodnestone Parish Council - 2023/24 Budget v Actual to 31st December 2023, Predicted Outturn,
Budget 2024/25

INCOME	Budget 2023/24	Actual to 31-12-2023	Predicted Outturn to 31/03/24	Budget 2024/25
Carried Forward	14,688.98	14,688.98	14,688.98	14,903.42
Precept	7,435.96	7,435.96	7,435.96	7,951.61
VAT				446.00
Interest		43.56	57.41	48.00
Total Income	22,124.94	22,168.50	22,182.35	23,349.03
PAYMENT Essential/Regular Payments	Budget 2023/24	Actual to 31-12-2023	Predicted Outturn to 31/03/24	Budget 2024/25
Grounds Maintenance	1,000.00	1,600.00	1,600.00	1,750.00
Defibrillator Maintenance	200.00	-		200.00
Church Clock Maintenance	320.00	282.00	282.00	300.00
Parish Noticeboards	1,800.00			1,800.00
Maintenance of shed on field	500.00			500.00
Clerk - Salary & Pension		-	961.80	3,039.09
Administration			40.00	150.00
Messenger Newsletter	300.00	145.20	200.10	300.00
Fairfield - Rent	50.00		50.00	50.00
Parish Council Insurance	711.00	450.38	450.38	500.00
KALC Membership	235.00	197.98	221.78	250.00
Hall Hire - Meetings	300.00	-	155.00	200.00
Audit Fees	120.00	60.00	60.00	60.00
Payroll costs	100.00			
Election expenses		1,606.89	1,606.89	-
Bank Charges	-			72.00
Grants - Village Fete	-	1,000.00	1,000.00	500.00
Section 137 Grants - Pledged				1,000.00
Training	-	150.00	150.00	150.00
Speed Indicator Device - pole	-	54.98	54.98	1,200.00
VAT		446.00	446.00	
Bin & Installation costs				460.00
Highway Improvement Plan				2,000.00
Running cost & regular payments	5,636.00	5,993.43	7,278.93	14,481.09
Contingency/Reserves	12,084.94			4,463.94
Ring fenced Reserves	4,404.00			4,404.00
Total	22,124.94	5,993.43	7,278.93	23,349.03
Bank Reconciliation 31/12/2023		B/F	14,688.98	
Natwest Current Account	11,696.16	Receipts	7,479.52	
Natwest Business Reserve	4478.91	Payments	-5,993.43	
	16,175.07		16,175.07	

