

**MINUTES OF THE ORDINARY MEETING OF GOODNESTONE PARISH COUNCIL HELD ON
WEDNESDAY 27th MARCH 2024 AT 7.30PM AT CHILLENDEEN VILLAGE HALL**

PRESENT:

Councillors: Jon Aldington (JA), Paul Allen (PA), Sue Baker (SB), Francis Plumtre (FP), Karen Stanford (KS), Kent County Councillor Sue Chandler - KCC (SC), District Councillors Trevor Bartlett (TB) and Martin Porter (MB), 3 Members of the Public, Parish Clerk – Joanna Jones

1. APOLOGIES

None received

2. PUBLIC CONTRIBUTION TIME

One member of the public explained in detail their forthcoming planning application to Dover District Council for refurbishing the Forge House. A second member of the public confirmed that the District Neighbourhood Watch Group meeting had been attended in Eastry and a WhatsApp group would be set up for Parishioners. The third member of the public did not wish to speak. The meeting re-opened at 7.42pm.

3. DECLARATIONS OF INTEREST

No declarations of interest.

4. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 31st January 2024 be duly signed by the Chairman as a true and correct record of the meeting.

5. REPORTS

a) County Councillor – Sue Chandler gave a report covering; the current Kent County Council consultations, Kent's Plan Tree and the Windmills Consultation, the report will be out in May. Questions were asked about the proposal of National Grid pylons from Sellindge to Richborough potentially passing near to the Parish, County Councillor Chandler responded that there would be consultation events and she will follow up with Kent County Council for an update. **Action KCC SC**

b) District Councillors – reports had been emailed out. District Councillor Trevor Bartlett apologised as the last two Parish Council meetings had clashed with Dover District Council Meetings. District Councillor Martin Porter gave a report covering the Solar Farm update and anti-social behaviour problems in Ash, the public are urged to report any incidents to the Police. The report also covered; DDC's budget, the Great British Spring Clean, Sports Spectacular in Dover and the Fund available to support local businesses, contact the District Councillors for more information, he then wished everyone Happy Easter.

c) Parish Councillors – no reports

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

6. ACTIONS

Action	Owner	Status	Update
Internet banking application	Clerk	Discharged	To open Unity Trust Current and Deposit Accounts – All information submitted, accounts open.
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	JA	On-going	Lower Rowling footpaths look to be ok, to inspect

Action	Owner	Status	Update
Rowling/Knowlton			Knowlton footpaths and report on the KCC Public Rights of Way Reporting Tool, if needed.
Millenium Field	Clerk	Discharged	How to maximise usage and add value to village – added to March agenda.
Environmental Fund	Clerk	Discharged	Options for spending ring-fenced budget – added to March agenda
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.
Co-Option	Clerk	Discharged	Declaration of Pecuniary Interest form submitted to Dover District Council
Highway Improvement Plan	KS	On-going	Article in next Messenger to explain the importance of reporting all road accidents to the Police.
20mph Tool Kit	SB	Discharged	Bin stickers, posters and banners to distributed around Parish
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
Parish Noticeboard/Bin	Clerk	Discharged	Clerk reported to DDC that Christine would monitor/empty proposed new bin if it overflowed.
Mowing Contract	Clerk & FP	Discharged	Three quotes sourced for cutting Fairfield & Millenium Field
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
Natwest Bank Online	KS & JS	Discharged	Application submitted to register Clerk for Natwest Online Banking
Precept Setting	Clerk	Discharged	Submit Precept Form submitted to DDC
Annual Parish Assembly	KS	On-going	Speakers invited, details to be included in the next Messenger

7. FOOTPATH OFFICER REPORT

- a) Report – nothing further to report

8. HIGHWAY OFFICER REPORT

- a) New position for Speed Indicator Device (SID) pole out of 20mph zone – Agreed by Kent County Council, cost £1,080.01.

Discussions were held, the SID is currently not working so put on hold until it is working, Cllr Baker to try and organise repair. **Action SB**

- b) Short Street Re- Lining Request from Parishioner – reported to Kent County Council Highways

Noted by members

9. COMMUNITY INITIATIVES

- a) Parish Noticeboard for Goodnestone – Park View Close site agreed by Dover District Council – cost £718.04 from White Hill Direct Ltd.

It was agreed that the Chillenden noticeboard needs to be moved to the bench seat by the information board, Cllr Allen to organise. **Action PA**

RESOLVED to order a green noticeboard from White Hill Direct Ltd for Goodnestone for £718.04 plus VAT, Clerk to organise. **Action Clerk**

- b) New litterbin for Goodnestone – Park View Close site agreed by Dover District Council – cost of bin and installation £350, annual emptying cost £175 from Dover District Council.

RESOLVED to order the new bin and installation from Dover District Council for £350 and pay £175 for emptying, Clerk to organise. **Action Clerk**

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

A parishioner had offered to graze sheep on Fairfield and the Millenium field, discussions were held, Cllr Stanford to check if grazing sheep on Fairfield was acceptable to the Headteacher, Clerk to ask permission from Gabriel Richard's Trust to graze sheep on the Millenium Field. It was agreed to trial sheep grazing on both fields if permission is granted, Clerk to update parishioner. **Action KS & Clerk**

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

Discussions were held, it was agreed to ask the Parishioners for ideas in the next edition of the Messenger. **Action KS**

- e) Mowing Contract – three quotes

The three quotes were considered, Clerk to thank the contractors, decision to be made once sheep situation is known. **Action Clerk**

- f) Defibrillators – codes now known, new pads required - £56 per set from Defib Store, registering with The Circuit

RESOLVED Clerk to order defibrillator pads and if required batteries from the Defib Store, once installed to register both defibrillators with The Circuit. **Action Clerk**

10. FINANCE

- a) Unity Trust Bank

Accounts are open, awaiting account numbers, Clerk to then arrange transfer of funds. **Action Clerk**

- b) Fixed Asset Register

On-going, nothing more to add.

- c) Pensions Regulator – Declaration of Compliance completed

Noted by members.

- d) Staff Salary Increase as of 1 April 2024

The Clerk is currently paid at SCP21 with an annual increment due in April 2024 making it SCP22 with future increments due in April each year to a maximum of SCP23, subject to satisfactory performance. Increase of 28p per hour, annual increase of £40.32 as at 1st April 2023.

RESOLVED Clerk to be paid at SCP22 from 1st April 2024.

- e) Dover & District Bee Keepers Association – Grant request - £50

RESOLVED to pay grant of £50 to Dover & District Bee keepers Association out of the Environmental Fund. **Action Clerk**

- f) AGAR – External auditors Mazars – deadline 30th June 2024, Councillor Check & Internal Audit to organise

It was agreed that Cllr Stanford would complete the Councillor check of the accounts, previous Clerk would assist with location of Minutes and previous VAT return, Clerk to arrange internal audit.

Action KS & Clerk

- g) Risk Assessment 23/24

RESOLVED to adopt the Risk Assessment 2023/24.

- h) Rural England Prosperity Fund Grant Scheme

Noted by members.

11. PAYMENTS

a) Payments to be approved

RESOLVED the following payments should be made.

Joanna Jones	Clerk's Net Salary March	£153.64
HMRC	PAYE - March	£38.60
Joanna Jones	Clerk's Expenses – Working from Home Allowance	£22.00
White Hill Direct Ltd	Goodnestone Noticeboard	£861.65
Dover District Council	New Bin & installation & emptying	£525.00
Dover & District Bee Keepers Association	Grant	£50.00

12. PLANNING

a) Planning Applications

- i) DOV/23/00951

Proposal: Approval of reserved matters relating to layout, scale, appearance, access and landscaping for 39 residential dwellings on phase 3 parcel 1, together with details for conditions

2,21,22,24,25,32,35,37,38,39,42 and 44 pursuant to outline planning permission 19/00821.

Location: Phase 3 Parcel 1, Land for Aylesham Village Expansion North of, Dorman Avenue North, Aylesham

Discussions were held, RESOLVED no comment to this application.

b) Planning Decisions

None received.

c) Planning Correspondence

None received.

d) Report

Councillor Allen gave a report on the Local Plan hearing that he had attended, the initial response was that Dover District Council had not been advised to make alterations to the Chillenden proposal, but this was still being considered.

13. CORRESPONDENCE

- a) KALC (Kent Association Local Councils) & NALC (National Association Local Councils) – all updates emailed
- b) Free framed Portrait of the King – applied for
- c) Dover District Council – British Pilgrimage Trust Sanctuary Scheme

All of the above noted by members.

- d) Letter of support for path/handrails request - Church Warden Holy Cross
Agreed to provide a letter of support to the Church.

Action Clerk

- e) Nomination for English Heritage Blue Plaque Scheme
Discussions were held, no suggestion to put forward.

14. CHILLENDEEN WINDMILL

- a) Proposed KCC Consultation to Divest

The results of the consultation will be on the consultation part of Kent County Council’s website by 14th May, nothing more to discuss.

15. COMMUNICATION

Nothing to discuss.

16. EVENTS

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

Noted by members.

- b) Celebration of New Ministry Invitation– 20th March St Nicholas Church Ash
The Chairman had attended.

- c) Annual Parish Assembly – Agenda

Clerk to amend the agenda and then email out to go on noticeboards.

Action Clerk

- d) Dover District Council – Sports Spectacular Duke of Yorks School – 11th April
- e) Prepared Building Resilient Communities Training Workshop – 21st May, Ashford 9.30am-4.15pm
- f) Training – KALC & Community Prepared

All of the above noted by members.

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

Individual contributions should be kept to less than 5 minutes.

Nothing to add.

18. DATE OF NEXT MEETING

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

22nd May 7.30pm – Goodnestone Village Hall

Meeting was formally closed at 21:03

