



Lydden Parish Council

Minutes of the Parish Council Meeting held on Thursday, 14th March 2024
at 7.30 pm in Lydden Village Hall

Present: Lydden Parish Councillors: R Booth (Chairman), B Collins, P Collins, S Fuller, L Smith, W Smith
In Attendance: Irene Bowie (Parish Clerk), KCC Councillor D Beaney,
Members of the Public

1. Apologies.

1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 75(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

RESOLVED: To accept the apologies and the reason given from Councillor Cregeen

1.2 Declaration of Changes to the Register of Interests. There were none.

1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. Councillor Booth declared a non-pecuniary interest in agenda item 6.5

1.4 Requests for Dispensations. There were none.

1.5 Declarations of Lobbying. There were none.

2. Public comments and observations. (Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes, at the discretion of the Chairman, on agenda items only. The minute book will be closed.

Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman permits them to do so. Members of the public may not take part in the Parish Council meeting itself but are permitted under this agenda item. A member of the public shall not speak for more than 3 minutes, should raise their hand when requesting to speak, and direct comments to the Chair. Only one person is permitted to speak at a time. If more than one person wants to speak, the Chair of the meeting shall direct the order of speaking, A question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given.

Written notice of the desire to exercise the right to speak, and of the topic to be addressed, must be given to the Parish Council Clerk prior to 9.00 am on the Monday before the meeting.

There were no comments from the public.

3. Reports from external parties (if present).

Kent County Councillor, Dover District Councillor, Police.

KCC Councillor Beaney reported on

- The DDC budget for 24/25.

DDC agreed that the district council part of the Council Tax bill for a Band D property will increase by 2.98%. There are no major reductions in services proposed in the budget.

- DDC REACH AWARDS - Reaching out to local environmental 'Heroes' who deserve to be recognised
- DDC Great British Spring Clean 2024
- Dover District Council Sports Spectacular

Councillor Beaney agreed to assist in establishing why the No 15 bus does not run if both the London Road and Canterbury Road are closed.

The Chairman thanked Councillor Beaney for attending the recent surgery with Natalie Elphicke MP. The Chairman also thanked LPC Councillors Peter and Brenda Collins for organising and the surgery.

4. Minutes of the Parish Council Meeting

RESOLVED:

The minutes of the Parish Council Meeting held on the 14th of February 2024 were taken as read, confirmed as a correct record, and signed by the Chairman.

5. Planning:

- 5.1 To table planning applications received for consideration:
- 5.1.1 23/00272 Site Of Keppeldown Canterbury Road Lydden CT15 7EP
Erection of a dwelling.
LPC No Objection
- 5.2 To Table and Validate Planning Applications dealt with since the last meeting.
There were none
- 5.3 To table decisions by Dover District Council (DDC) since the last meeting. There were none
- 5.4 To Table late planning matters. There were none.

6. To receive Reports

6.1 Chairman's Report

The Chairman reported on the Village Surgery with Natalie Elphick MP. It was very well-attended with lots of questions and representations for residents.

6.2 Clerks Report (on matters not included in other agenda items)

The Clerk reported that the following matters had been actioned:

- Unity Bank Account
- Allotment Letters had been sent out and payments were being received
- Plaques for the Remembrance Benches had been ordered. Clerk to obtain quotes for installation.
- Ionos emails had been set up.
- Clerk to follow up Land Ownership.

6.3 Councillors Report (on matters not included in other agenda items)

Councillor Smith reported that following a site visit, it would not be possible to plant a permanent 'Christmas Tree'. It was AGREED that a tree would be purchased each year.

6.4 Allotments Report and Update

6.4.1 To receive the report and update

All tenants had been contacted, and invoices had been issued.

6.4.2 To receive and consider the updated Allotment Agreement for 2024/25

RESOLVED: To accept and use the updated Allotment Agreement.

6.5 Village Hall Report and Update.

The Village Hall is obtaining additional quotes for the works to the roof.

The village Quiz date was confirmed as the 26th of April 2024

7. Highways:

7.1 To consider the Highways Improvement Plan

Clerk to establish if KCC Highways had responded to the last HIP Plan

7.2 To receive the parish portal report. Noted

7.3 To receive and consider any other highway matters

It was AGREED that Councillor Fuller would forward to the Clerk information to encourage residents to join the Lydden Speedwatch team. Clerk to put information on the Website and Newsletter.

8. Finance:

8.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)

Clerks Salary March 2024 Confidential

Ionos February £ 4.80

Amazon Stationary £ 25.99

FastHosts Emails March £ 10.12

HMRC PAYE Confidential

8.2 Late Payment Request/s to be discussed for approval and payment.

RESOLVED That the following Late Payments were made:

1. Councillor Brenda Collins £36.00 reimbursement for Refreshments Village Surgery

2. Mr Colin Hoye £107.50 Village Maintenance.

8.3 To consider any request for grants or donations

RESOLVED:

A grant for £300 towards the publication of the Lydden Newsletter

8.4 To consider the appointment of an Internal Auditor

RESOLVED:

To appoint Ann Spickett of Total Accounting Kent Limited as the Parish Council Internal Auditors

8.5 To consider quotations for works at Village Playing Field / The Bell Fence

RESOLVED to Accept the Quotation from Tirlunio Thomas Landscaping.

8.4 To table any late financial matters. There were none.

9. To consider the maintenance of the pond.

Clerk to contact other Parish Councils with a pond and enquire regarding maintenance.

10. To Consider the following policy and Working Group Terms of Reference

10.1.1 Grant Policy

RESOLVED: To adopt the Grant Policy with one amendment General Criteria point 11 to read Annual Meeting in May.

10.1.2 Christmas Working Group Terms of Reference

RESOLVED: To adopt the Christmas Events Working Group Terms of Reference.

Members confirmed as LPC Councillors B Collins, P Collins and Smith. Sharon Taylor and Kathy Birch.

11. To consider D Day 80th Anniversary Events

RESOLVED:

1. Councillors B Collins and P Collins would organise a Lindy Hop Event in the Village Hall on the 8th June

2. A budget of £500 was set. The Village Hall Management Committee will not charge for the hire of the Hall.

3. Notices to be placed on the PC Website and Local Newsletter.

4. Clerk to contact local organisations and the school.

12. Correspondence:

12.1 To table items of late correspondence :

12.2 Items circulated.

12.2.1 New Parish Council Emails

12.2.2 Dover District Council Sports Spectacular

12.2.3 KALC Bulletin Edition 1: 5 February 2024

12.2.4 DDC Great British Spring Clean 2024

All items of correspondence were noted.

13. Agenda Items for the next meeting:

14. Consideration of items to be taken in private (Exclusion of Public and Press):

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint.

12.1 Staffing Matters

RESOLVED:

The Clerk hours would be increased to 12 per week.

Meeting Dates for 2024

Parish Council Meetings :

11th April, 9th May Annual Statutory Meeting of the Parish Council, 13th June, 11th July, 5th September,

3rd October, 7th November.

**Annual Meeting of the Parish:
9th May 2024.**

These minutes are not a verbatim record of the meeting, but a record of resolutions made at the meeting.

There being no further business to be transacted, the Chairman closed the meeting at 9:23 pm

Signed on behalf of the Parish Council

Signature:

Date:

Chairman: Ryan Booth