



Lydden Parish Council

Minutes of the Parish Council Meeting held on Wednesday 5th February 2025

At 7.45 pm in Lydden Village Hall

Present: Lydden Parish Councilors: R Booth (Chairman), M Cregeen (Vice Chairman), B Collins, P Collins, S Fuller

In Attendance: Irene Bowie (Parish Clerk). KCC Councillor Braney. 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.

No apologies were received.

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. There were none.

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.

3. Reports from external parties (if present).

Kent County Councillor, Dover District Councillor, Police.

KCC Councillor Beaney gave his report.

4. Minutes of the Parish Council Meeting

RESOLVED: The Minutes of the Parish Council Meeting held on the 4th of December 2024 were confirmed as a correct record and signed by the Chairman.

5. Planning:

5.1 To table planning applications received for consideration.

5.2 To table decisions by Dover District Council (DDC) since the last meeting.

5.2.1 DOV/23/01061 – Outline proposal for the erection of 23 dwellings including housing with associated parking, infrastructure and open space (all matters reserved except access)-Land off Church Lane, Lydden.

Approved by DDC Planning Committee

5.2.2 24/01235 17 Broadacre Lydden Dover CT15 7LB

Certificate of lawfulness (proposed) for the erection of a rear dormer roof extension
Certificate Proposed Granted

5.2.3 24/01028 Footpath From Canterbury Road To Stonehall Lydden Kent

Cut back regrowth to previous cuts of one Sycamore (T1) three Field Maples (T2, T4 and T5) and one Ash (T3), all the subject of Tree Preservation Order No 1 of 2022.

Grant Consent

5.2.4 24/01164 Chunnel Plant Hire And Contractors Ltd 6 - 16 Canterbury Road Lydden Dover CT15 7ER

Fell 2 no. Scots Pines (T1 and T2) and 2 no. Corsican Pines (T3 and T4); reduce in height by a maximum of 4 metres of 7 no. Corsican Pines (T5, T6, T7, T8, T9, T11 and T12) and one Ash (T13); reduce height by a maximum of 3 metres of one Scots Pine (T14) and reduce length of all north east facing laterals by a maximum of 3 metres of one Scots Pine (T17), all the subject of Tree Preservation Order No 1 of 1991.

Grant Consent

5.3 To Table and Validate Planning Applications dealt with 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 that the Christmas Tree needed to be removed. It was **AGREED** that Colin Hoyle would invoice the Parish council for the work.

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

6.2.1 Church Warden of St Mary's Church. Upkeep of the "Closed Churchyard".

It was **AGREED** that the Clerk would contact the Diocese and ask for clarification with regard to the Parish Councils responsibilities.

6.2.2 Microsoft 365 License Installation for Councillors was ongoing.

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

6.4 Allotments Report and Update.

It was **AGREED** that:

- (i) Castle Water would be contacted regarding a replacement meter and stopcock.
- (ii) A sign would be made requesting tenants not to place debris on top of the lid to the meter.
- (iii) A sign would be made to

6.5 Village Hall Report and Update.

It was **AGREED** that:

- (i) The Village Hall would be valued and added to the Parish Council Asset register.
- (ii) The Parish Council would arrange and pay for PACT Testing.
- (iii) A copy of the Village Hall Lease would be obtained.
- (iv) The registration of the Lease would be checked.

6.6 Lydden Speedwatch. No report.

6.7 VE Day 80th Anniversary 10th May 2025.

RESOLVED:

- (i) The Clerk would register the event
- (ii) A new poster would be produced
- (iii) The Village Hall would be booked.
- (iv) A budget of £500 was set.

7. Highways:

7.1 To receive the parish portal report. The report was noted.

7.2 To receive and consider the Highways Improvement Plan. The Clerk reported that the plan had been submitted to KCC Highways.

7.3 To receive any other Highways Matters. There were no other matters raised.

8. Finance:

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

RESOLVED: The payments on the schedule were authorised.

Payee	Description	£
Irene Bowie	Staff costs December 2024 January and February 2025	Confidential
HMRC	Q3 + January and February 2025	Confidential
Lydden Handyman	Village Maintenance	97.50
FastHosts	Emails January + February 2025	20.40

Ionos	Emails and Domain January + February 2025	39.60
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- 8.2 Late Payment Request/s to be discussed for approval and payment. There were none.
- 8.3 To consider any request for grants or donations. There were none.
- 8.4 To receive the bank reconciliation. The reconciliation was not available.
- 8.4 To receive actual vs budget year-to-date. Not available.
- 8.4 To table any late financial matters.

RESOLVED:

- 1. The Metro Bank Account would be closed and the funds transferred to the Unity Bank Account.**
- 2. All Direct debits and Standing Orders from the Metro Bank Account would be cancelled.**
- 3. The Clerk would apply to Unity Bank for a Corporate Multi Pay Card.**

- 8.5 To consider the KCC Parish Council Support Grant Scheme. It was **AGREED** that the Clerk would investigate further.

- 9. To consider ideas for Village Improvement Projects.

It was **AGREED** that:

- (i) Quotes would be obtained for new Village Gates.
- (ii) The Clerk would report the loss of the Village Sign and establish who is responsible for its replacement.
- (iii) The cutting of the grass by the contractor would be increased to once a fortnight in the spring and summer as required.
- (iv) The Clerk and the contractor would liaise regarding billing.

- 10. To consider a request from the Lydden Bell for the parish council to maintain the hedgerow at the top of the pub garden.

RESOLVED: The Parish Council would arrange for the hedgerow to be cut back.

11. Correspondence:

- 11.1 To table items of late correspondence.
 - 11.2 Items circulated or received.
 - 11.2.1 DDC IMPACT festival - Youth Festival 29th March 2025
 - 11.2.2 University of Kent, Canterbury are excited to introduce Space Week 2025
 - 11.2.3 KALC Devolution information
 - 11.2.4 Dover BIG Training Day - FREE taster courses for anyone living in the Dover District
 - 11.2.5 Community Cohesion and Resilience Fund - now open!
 - 11.2.6 DDC Veteran's Handbook
 - 11.2.7 Kent & Medway Local Nature Recovery Strategy public consultation
- All items noticed

12. Agenda Items for the next meeting:

13. 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.

Meeting Dates :

2025: 5th March, 2nd April, 7th May, 2nd July

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

There being no further business to be transacted, the Chairman closed the meeting at 9:24 pm.

Signed :

Date:

Chairman: Please Print