

DODDINGTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held at Doddington Village Hall on Monday 9 May 2016 at 7.30pm

Present: Cllr G Cuthbert (Chairman), Cllr S Coates, Cllr P Duckworth, Cllr K Fraser, Cllr P Haynes, and Cllr C Jones and Mrs W Licence (Clerk). Also present was Community Warden Dave Osborne.

Apologies had been received from Cllr Kevin Attwood (holiday): apologies accepted. Apologies had also been received from SBC Prescott (illness): apologies noted.

<p>1. REPORT FROM CHAIRMAN Cllr Cuthbert welcomed everyone to the Annual Parish Meeting. A written report had been circulated prior to the meeting, copy of which is attached.</p>
<p>2. FINANCE – YEAR ENDING 31 MARCH 2016 – Report from Clerk A written report had been circulated prior to the meeting, copy of which is attached. There had been an underspend due to the Playing Field costs being less than quoted and there was no election. Cllr Cuthbert said there may be a need to replace some of the safety matting at the Playing Field.</p>
<p>3. VILLAGE HALL REPORT The Village Hall Committee had submitted a written report which been circulated prior to the meeting, copy of which is attached. Cllr Cuthbert said it was quite exciting that the Village Hall produces so much to raise funds and create lots of entertainment. It is very impressive.</p>
<p>4. NEIGHBOURHOOD WATCH REPORT Mrs Jackson sent her apologies for being unable to attend and had sent a written report had been circulated prior to the meeting, copy of which is attached. Cllr Cuthbert thanked Mrs Jackson for her work as Neighbourhood Watch Co-ordinator.</p>
<p>5. DODDINGTON IN BLOOM REPORT The Group had submitted a written report which been circulated prior to the meeting, copy of which is attached. Cllr Cuthbert said it is wonderful that there is a group of people striving to keep Doddington a nicer place to live in.</p>
<p>6. DODDINGTON ALLOTMENT ASSOCIATION REPORT The Association had submitted a written report which been circulated prior to the meeting, copy of which is attached. Cllr Coates noted the Association are looking to replace some of the fencing.</p>
<p>7. PUBLIC PARTICIPATION There were no members of the public in attendance.</p>

There being no further business, the meeting closed at 7.40pm.

Signed as a true record of the proceedings:

.....Chairman
Date: 13 June 2016

Doddington Parish Council
Chairman's Report
9th May 2016

This is the end of my ten years of being Chairman of Doddington Parish Council. I would like to thank Kevin Attwood for being Vice Chairman for the last (nearly) ten years and councillors past and present and the parishioners of Doddington for their support over this period. In September last year Kevin Fraser was co-opted onto the Parish Council bringing us up to our full number of seven councillors. I would also like to thank our Clerk, Wendy Licence, she has worked very hard in keeping us informed, preparing agendas and taking notes and producing accurate minutes. She has successfully taken the Parish Council through both internal and external audits and continues to take any opportunity to develop her knowledge and experience as a clerk. Thank you to County Councillor Andrew Bowles and Borough Councillor Colin Prescott, our Ward Councillor, for their support in so many ways for the last ten years.

A lot has happened in ten years, in my predecessor's report Sara Jones spoke of the dominant issue of the time, the Traffic Calming, and thanked Councillor Ian Woodhouse for his determined work in chairing the Traffic Calming Committee. It will be ten years this November 4th that we will remember Ian being taken so suddenly from us. The village school closed ten years ago, self closing gates were installed in the playing field and safety surfacing under the double swing and the slide. The first Doddington Youth Council was formed although it didn't survive for more than about three years, and Doddington was joining forces with Newnham to develop a new web site for the two Kent villages.

This last year as far as I can remember there are no particularly memorable issues to report on, it has been a good and quiet year.

Public Question Time. There have been a small number of members of the public attending meetings and a number of issues mostly with the condition of the road in The Street. I hope Sandra Parker won't mind if I single her out as the most regular attendee, thank you for attending Sandra.

Planning. There has been a small number of applications reported to the Parish Council for their comments. Councillors Attwood, Haynes and Fraser attended a meeting with James Freeman, Head of Planning and Graham Thomas, Chief Planning Officer, both of Swale Borough Council. The main issue was to discuss the Parish Council's concerns over some of the permissions that have been granted. James Freeman and Graham Thomas gave advice on how to object to an application. It was also requested that the Village Envelope that excluded the school grounds and has recently been moved to include the grounds be re-instated to its former state. It was subsequently announced that Planning were not prepared to do this. Councillor Attwood reported that the Borough Council has not been able to demonstrate a five-year housing supply under The National Planning Policy Framework and reported that Section 106 contributions will apply wherever the boundary is.

Finance. In January Cllrs. Cuthbert and Coates met with the Clerk to discuss the precept. Small adjustments have been made according to recent expenditure. It was advised to keep an amount in for election expenses as there is always the potential for members of the public to ask for an election in the case of a casual vacancy. Web site was removed and defibrillator was added as there will be ongoing small expenses associated with this piece of equipment. An allowance has been made for a tree survey of the playing field, any major work required would have to be found from contingency funds. Football pitch marking was discussed, but it was decided to continue for a further year as a program is needed if marking is to be maintained. Having looked through all aspects of the budget, the contingency being kept at the level recommended by NALCs Cllrs. Cuthbert and Coates recommended a precept of £7800 be sought, this was agreed unanimously by all councillors present at the January meeting.

Highways. There is still the ongoing problems with the junction of The Hollingbourne Road and Lade Wood Hill. Mr Leigh Pemberton who owns the wood yard has put in a number of measures to prevent water and mud being deposited on the road and says he will improve the measures to alleviate the problems. The Parish Council has not received the replies that it would like from the Highways team and so this is still an ongoing issue. The drains team from KCC Highways earlier announced that drain cleaning would be on an annual basis, if blocked drains were reported they would send a vehicle out to clear any blockages and empty the sumps.

Playing Field. Cllr. Duckworth has continued to report monthly on the playing field and assisted by Cllr. Fraser has tidied up brambles at the top of the field. In January it was reported that a large piece of a goal net had been cut out and removed, almost as quickly as it had been removed a new one was purchased and with the help of Cllr. Coates Cllr. Duckworth had it replaced. Other work has been the application of moss killer to the safety surfacing and I'm sure many other small tasks that either have not been reported or I have forgotten. Recently Lushland inspected the trees in the playing field, although some maintenance is required the trees all seem basically sound, so thank you to Peter Duckworth for all he has done for the playing field and to those who have assisted him.

War Memorial. In October last year a van crashed into the base of the steps at the War Memorial and a handrail was broken off. Fortunately, major damage was spared but there is still some outstanding repair work to be done. I would like to thank the gardening team, Ken Seyler, Bob Fryer and Dave Hawkins for their work in keeping the grass mown and the hedges trimmed.

Neighbourhood Watch. It has been a fairly quiet year for crime in the village, although as usual there has been a number of garden shed burglaries and lately a number of break ins and theft from farms, along with the usual number of scams being reported. I would like to thank Susan Jackson our Neighbourhood Watch Co-ordinator for the work she has put in this year keeping us all informed.

Community Emergency Plan. Following a question from a member of the public the Parish Council agreed to discuss the need for a plan. Our Clerk attended a training meeting where the subject was discussed. Following this the Parish Council decided that as we are such a small village and a very tight knit community it should be sufficient to publicise a list of key contacts on the notice board and the council's website.

Community Warden. Our new Community Warden Dave Osborne has attended a few meetings, has assisted with a few of the problems reported, and has provided a report to the council giving information on crimes and other problems occurring locally. Thank You Dave it is reassuring to know you are there and thanks for all of your advice.

Speed Watch. The initiative of Speed Watch has been taken up again by the council. Guy Rollinson, the Kent Speed Watch Co-ordinator has organised a training meeting at Doddington Village Hall and a number of volunteers came forward. Cllr. Fraser has helped Newnham with some of their sessions and Doddington is now able to operate its own Speed Watch sessions. Guy Rollinson also came out to the village and completed some risk assessments on further potential sites for this purpose. Thank you to all of those who have assisted our Speed Watch, and thank you to Newnham Parish Council for agreeing to hire us their valuable equipment.

Thanks,

Graham Cuthbert

Doddington Parish Council Finance Report May 2016

2014-2015

Audit Commission audited the accounts for the year ended 31 March 2015 which was a Standard Audit. There were no outstanding issues from previous years that required reporting to the Audit Commission. The Audit Commission approved the accounts on 27 July 2015 there were no issues raised causing concern.

2015-2016

The Precept for 2015-16 was £7600 with a contingency fund of £3,879.80. The contingency fund is in line with recommendations made by KALC and the Audit Commission.

The forecast budget requirement for the year was £7600 (ex VAT).

Total receipts were £7733.40 (ex VAT)

Total payments were £6282.62 (ex VAT)

The bank balance at 31 March 2016 was £8543.67. £260.17 VAT was claimed back on 17 April 2015.

The Internal Auditor will complete the audit of year-end accounts to 31 March 2016 on 12 May. The Annual Return will be completed at the Annual Parish Council Meeting on 13 June and will be submitted to the Audit Commission straight afterwards.

The Elector's Rights Notice will be displayed on the Village Notice Board and the Parish Council website giving formal notice that the End of Year Accounts are available for inspection by the public. Viewing is by arrangement with the Chairman.

Donations made in 2015-2016

The Parish Council made donations of £60 to the Citizens Advice Bureau, Sittingbourne Branch to support their work, £100 to Doddington in Bloom to plant a flower bed and £600 to Doddington Church towards work on the tower. Councillors have also agreed to fund the provision of a Portaloo in the Playing Field during the month of August.

Laptop

The purchase of a laptop for the Clerk was an extra item of expenditure which had not been budgeted for. The Parish Council will be able to claim the expenditure back from the Transparency Fund which was set up to help smaller Councils become compliant with the Transparency Code for Smaller Authorities.

2016-2017

The Precept requirement for 2016/17 is £7800, a small increase to allow for inflation. The contingency fund for 2016/17 is £3,879.80.

Forecast budget requirement for 2016 – 2017 is £7800.00 (ex VAT).

The Parish Council is now subject to the new Transparency Code for Smaller Authorities and the website is regularly updated to ensure compliance.

Wendy Licence
Clerk & RFO to Doddington Parish Council
May 2016

Report on the activities Doddington Village Hall committee

Once again the Village Hall Committee has been very active in extending the life of the hall.

The hall is let to a number of local regular groups and occasional week-end parties as well as our own fund raisers.

The committee has organised numerous events which have been enjoyed by a large number of our community and the wider area.

Our biggest fund raiser is our well regarded firework display which is held at Palace Farm.

We are indebted to Graham and Liz Cuthbert who allow us to use their facilities every year despite the often severe wear and tear on the site.

Our next most popular event is the annual Pantomime which is performed over the December week-end to six audiences. The Pantomimes in Doddington have earned a well-deserved positive reputation in the Swale area.

We also hold a popular music and drama event in the Dafta's (the brainchild of Pam Cowan) which is a mixture of local acts over 2 nights. I would also like to thank Ramsay Cowan for the huge amount of work he puts in to all the events in his musical and technical guise. He is/was the main mover behind the Ukulele and Guitar groups which have started in our community.

Unfortunately we have decided to call a halt to the Auction after some 35 years. We feel that the return on so many man hours financially over the week-end makes it no longer viable.

I would like to take this opportunity to thank the hall neighbours who help to maintain the exterior grounds along with the "In Bloom" team.

The village fun day exists under the village hall umbrella and always produces a fun packed day for the community as well as quiz nights run by Steve Coates.

None of the aforementioned events would take place without the help of the great number of volunteers who year after year give up their time for the hall.

And finally I thank the committee, some of whom have been on the committee for over 30 years and some only joining this year. The officers work tirelessly for the hall and as well as their committee duties put in many additional hours.

On a financial note Marianne Alan has become a very valued treasurer to the hall committee and monitors closely our income and expenditure.

We constantly strive to maintain the hall to a high level and to this end have had the main hall totally decorated at the end of 2015. Whilst expensive it was much overdue and has been very well received by the hall users

Les Roberts (Chairman)

NEIGHBOURHOOD WATCH

There has been nothing to report in the immediate locality this month. There have been reports of shed burglaries in surrounding villages, and this is the time of year when people need to take extra care that sheds, garages and outhouses are kept properly secured.

Not having yet received an answer to a query following the focus group on cyber crime, I haven't yet circulated the email about that yet, but shall follow it up.

Roger Woodall, who was for some considerable time the Neighbourhood Watch Co-ordinator for Newnham village, sadly died in April.

Susan Jackson

Doddington in Bloom Report 2015 - 6

The Doddington in Bloom committee has continued to work monthly and often fortnightly on the various flower beds around the village in order to make the village more visually attractive.

The small group is made up of Pat and Bob Fryer, Cllrs Graham Cuthbert and Kevin Fraser (Doddington Parish Council), Susan Miles, Carol Wood, Sallie and David Shaw, Matthew Jevons Chris Thompson and Jan West. The group is also assisted by Kathy Friend and Ian McMullen.

Work has centred on the flower bed at the Chequers with more gorse being removed in order to have more all year round colour with a mix of varied herbaceous shrubs and spring bulbs. The other flower beds - the village hall garden, the telephone exchange, Dully Hill and West End - continue to be maintained and kept to a high standard. Whilst not the responsibility of the In Bloom committee, but actually KCC's, thanks must be recorded to Graham for the use of his tractor and to all who assisted in the clean-up of the overgrown state of the Chequers Hill pavement in March.

The group wishes to thank the Parish Council for the grant given in 2015 which has enabled more shrubs to be purchased.

Jan West
May 2016

Doddington Allotment Association

Report for April 2015 to 2016

Doddington Allotment Association has had another busy and successful year and we are all now looking forward to our thirteenth growing season at the site.

Doddington Allotment Association is grateful for the support of both our landowner Richard Oldfield and to Doddington Parish Council for their continued support of the allotment site. Our small committee of officers and ordinary members (see committee list below) continues to oversee the running of the site and has had a busy year. We have built up group funds by increasing our annual rent as of January 2016, and by fund raising at the recent Villages Yard Sale.

We have made a decision to restrict the number of old car tyres that people may bring on to their plot and for them to pay a refundable deposit for doing so. This decision was made after a tenant left us with a large number of tyres which needed to be disposed of responsibly.



Over the winter of 2015/2016 we made great progress in reducing the height of the hedge at the extension end of the site to allow easier maintenance of the hedge in the future. This work was carried out by plot-holders and committee members and will need to be finished off in winter 2016/2017.

During 2016 we are also planning to assess the state of the perimeter fence with a view to carrying out any necessary replacement in 2017. We would like to approach both Doddington and Newnham Parish Councils for financial support with this project and would be happy to attend a meeting to discuss this once the assessment has been made and we have some idea of likely costs.

We have two vacant half-plots out of twenty plots and currently have tenants from Wychling, Doddington and Newnham (see membership list below).

In 2015 we held a Christmas social event to decorate our Christmas tree on the site and a summer social is being planned for July 2016. In summer 2016 the allotment site will be open to visitors during the Village Open Gardens, and we have asked to have a stall at the Doddington Fun Day in August 2016. We will also be holding a '2016 allotment site challenge' to grow the heaviest pumpkin to boost entries at Doddington Village Show.

Kathy Friend (Secretary), 2 West End Cottages, Doddington.
Doddington Allotment Association Committee Members List (as of 26th April 2016)

2016 - 2017 committee

Matthew Jevons (Chair)

Kathy Friend (Secretary)

Ann Dixon (Treasurer)

Mike Jarrett (ordinary member)

Des McLeish (ordinary member)

Jan West (ordinary member)

John Wood (ordinary member)

Doddington Allotment Association Membership List (as of 26th April 2016)

Plot number	Name(s)	Parish
1	Kathy Friend	Doddington
2A	Alan Shepherd	Doddington
2B	Pat & Bob Fryer	Doddington
3	Kathy Friend & Richard Moyse	Doddington
4	Mike Jarrett	Doddington
5	Matthew Jevons	Doddington
6A	Ann & Robert Dixon	Doddington
6B	Sandra & Jeff Parker	Doddington
7	Ann Dixon & Jan West	Doddington
8A	Susan & Andrew Jackson	Doddington
8B	Jan & Barry West	Doddington
9A	Stephen Williams	Doddington
9B	Carol & John Wood	Doddington
10	Carol & John Wood	Doddington
11A	Claire Winzar	Doddington
11B	VACANT	
12	Lynn & Graham Legg	Doddington
13	Judith & Robert Stacey	Wychling
14A	Heather Parry	Doddington
14B	Les & Barbara Roberts	Doddington
15A	Kevin Fraser	Doddington
15B	Les & Barbara Roberts	Doddington
16	Kirsty Clark	Doddington
17A	Kevin Fraser	Doddington
17B	Kathryn & Des McLeish	Doddington
18A	Raymond Shepherd	Doddington
18B	Kathryn & Des McLeish	Doddington
19	Pippa Pawlik & John Barker	Newnham
20A	Raymond Shepherd	Doddington
20B	VACANT	