

DODDINGTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held remotely via Zoom on Monday 11 May 2020 at 7pm

Present: Cllr Kevin Attwood (Chairman), Cllr Steve Coates, Cllr Graham Cuthbert, Cllr Kevin Fraser, Cllr Colin Jones and Cllr Alison Shaw and Mrs Wendy Licence (Clerk).

Also present was County Councillor Andrew Bowles.

1. WELCOME

Cllr Attwood welcomed everyone to the meeting.
Apologies had been received from Cllr Peter Duckworth: apologies accepted.

2. MINUTES OF THE ANNUAL PARISH MEETING DATED 13 MAY 2019

It was **AGREED UNANIMOUSLY** to accept the minutes of the Annual Parish Meeting held on 13 May 2019 as a true record. Cllr Attwood will sign the minutes as a true record when physical meetings of the Council are permitted again.

3. REPORT FROM CHAIRMAN

Cllr Attwood gave his report , a copy of which is attached.

4. FINANCE – YEAR ENDING 31 MARCH 2019

A written report had been circulated prior to the meeting, copy of which is attached.
No matters were raised.

5. SPEEDWATCH

Cllr Attwood thanked Cllr Fraser, Cllr Coates and Cllr Jones for their sterling work and for their report, a copy of which is attached.

5. VILLAGE HALL REPORT

The Village Hall Committee had submitted a written report copy of which is attached.

6. NEIGHBOURHOOD WATCH REPORT

Sally Mills, the Neighbourhood Watch coordinator had reported that there was nothing to report as there had been no updates from Kent Police or any local sources in the last month.

7. DODDINGTON IN BLOOM REPORT

There was nothing to report.

8. DODDINGTON ALLOTMENT ASSOCIATION REPORT

The Association had submitted a written report which been circulated prior to the meeting, copy of which is attached.

9. PUBLIC PARTICIPATION

No matters were raised from the floor.

There being no further business, the meeting closed at 7.20pm.

Signed as a true record of the meeting:

Chairman

Dated: 10 May 2021

Chairman's Report

This is the end of my fourth year as Chairman of Doddington Parish Council with an extraordinary conclusion in COVID-19 and the measures taken to tackle it dominating everything since 23rd March 2020.

Councillor Haynes stood down from the Parish Council at the May 2019 election and I would like to thank him for his contribution during his time as a Councillor and Vice Chairman. We welcomed his replacement Councillor Shaw so once again we have a full complement of Councillors forming a very strong Parish Council. Councillor Coates has taken on the role of Vice Chairman and I would like to thank him for chairing meetings in my absence and when I have had to leave the room for reasons of conflict of interest.

Our Clerk, Wendy Licence, has worked very hard in keeping us informed, preparing agendas and taking notes, producing accurate minutes and implementing actions. She has successfully taken the Parish Council through audit and continues to take any opportunity to develop her knowledge and experience as a clerk. She has been instrumental in the Parish Council moving to virtual meetings during the lockdown period for which I am very grateful.

Thanks go to County Councillor Andrew Bowles and Borough Councillor Colin Prescott and his successor Councillor David Simmons, our Ward Councillors, for their support and interest during the last year.

Public Question Time. There have been a small number of members of the public attending meetings. Flooding has been a regular issue once again following the heavy rain experienced during the year. Residents with property vulnerable to flooding are deeply worried about the issue.

Planning. A small number of applications have been reported to the Parish Council for their comment none that were particularly contentious. The incidence of private Gypsy and Traveller sites within the wider locality remains an issue of concern and Swale Borough Council continues to deal with these unapproved uses through the planning and enforcement system which is a very slow process.

Finance. Is covered in the Clerk's Finance report.

Highways. The highway improvements to Lenham crossroads have now been completed. Doddington and Lenham Parish Councils continue to monitor the accident record at the junction.

Flooding. During the year Doddington once again suffered severe flooding. KCC Highways have continued with maintenance of existing drainage infrastructure particularly when the Parish Council has chased them to do it but it remains a concern that the volumes of rain experienced overwhelm the capacity of the drainage system in Doddington. While KCC Highways is working with landowners to identify solutions little has been achieved in the last year which is disappointing.

Playing Field. Cllr. Duckworth has continued to report monthly on the playing field and is assisted by Cllr. Fraser.

War Memorial. The amendments and maintenance works have now been carried out. I would like to thank the gardening team and in particular, Ken Seyler, for their work in keeping the grass mown and the hedges trimmed.

Neighbourhood Watch. I would like to thank Susan Jackson our previous Neighbourhood Watch Co-ordinator and her successor Sally Mills for the work they have put in this year keeping us all informed of local incidents.

Community Warden. Our Community Warden Dave Osborne and his successor Jack Gilbey have attended most Parish Council meetings during the year and have assisted with any problems that have been brought to their attention also providing a detailed report each month on local criminal activity and scams.

Speed Watch. Another busy year for our Speed Watch team which is led by Councillors Fraser, Coates and Jones, somewhat curtailed since lockdown. It is continuing activity by the team that makes a difference to traffic speed through the village

The Parish Council has continued to support the main stays of Doddington village life during the year and in particular the Playing Field.

I would like to thank all of the Councillors and the Clerk Wendy Licence for the time they have given and the hard work they have put in over the past year.

Kevin Attwood

Finance Report May 2020

2018-2019

The Independent Internal Auditor completed the audit of year-end accounts to 31 March 2019. Under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, the Parish Council certified itself as exempt from a limited assurance review and the Certificate of Exemption was submitted to the PKF Littlejohn immediately after the May meeting. Full details of the Annual return and finance documents can be viewed on the Parish Council website

2019- 2020

The Precept for 2019- 2020 was £8732 which and although was a slight increase from the previous year the additional council tax for band D properties in the parish remained at £38.04, the same as the previous year.

The forecast budget requirement for the year was £8732 (ex VAT).

Total receipts were £10,933 which included a VAT reclaim of £152, a grant of £1,000 from the Swale Heritage Fund to correct the omissions and mistakes on the War Memorial and also a contribution of £722 from Newnham Parish Council (also grant funded) towards the work.

Total payments were £11,513 (ex VAT)

The bank balance at 31 March 2019 was £15,010.

Annual Governance and Accountability Return

Due to the Government lockdown during the COVID-19 pandemic, the Independent Internal Auditor is yet to complete the audit of year-end accounts to 31 March 2020.

Statutory Instrument 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 has removed the requirement for a common period for the exercise of public rights and extending the deadline by which the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the Independent Internal Auditor must be published from 30 September 2020 to 30 November 2020.

Smaller authorities are still required to set a period for this purpose, but the only requirement is that the 30-working day period for the exercise of public rights should start on or before the first working day of September, that is on or before 1 September 2020. This SI was issued on 7 April and became effective from 30 April 2020.

The changes in legislation have been made in order to help smaller authorities in the performance of their duties as a result of the restrictions of movement and limitations on social contact necessary to limit the spread of the Covid-19 virus. At the time of writing, there are no changes in the requirement for wet signatures on the AGAR and wet signatures will need to be added to the AGAR in the same order as previous years. The AGAR will need to be passed between the relevant individuals for signature. Where individuals are self-isolating PFK Littlejohn hopes that local assistance will be available to facilitate this.

This SI amends the deadline by which the Annual Governance Statement and Statement of Accounts of the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published from 30 September 2020 to 30 November 2020. Previously there was a requirement for all smaller authorities to have a common period for the exercise of public rights, being the first 10 working days of July. **Under the new regulations there is no requirement for a common period for the exercise of public rights.** Details of when the End of Year Accounts are available for inspection by the public will be published and viewing will be by arrangement with the Chairman.

Donations made in 2019-2020

The Parish Council made donations of £70 to the Swale Citizens Advice Bureau, £95 to the Kent Sussex and Surrey Air Ambulance Trust and £35 to the Royal British Legion for a poppy

wreath for Remembrance Day. Councillors also agreed to fund the provision of a Portaloo in the Playing Field during the month of August at a cost of £147, which was a decrease in cost from the previous year.

2020-21

The Precept requirement for 2020-21 is £8,732, the same as the previous year and, due to the way Council Tax is calculated by Swale Borough Council, gives a slight increase from the previous year meaning the additional Council Tax for band D properties in the parish will be £38.20 an increase of 16p per annum.

War Memorial

Work on the additions and amendments for the War Memorial were completed in time for the Remembrance Day service on 10 November 2019. The work was fully funded by the grants which Doddington Parish Council and Newnham Parish Council obtained from the Swale Heritage Grant Fund.

Wendy Licence

Clerk & Responsible Finance Officer to Doddington Parish Council

May 2020

**REPORT TO THE PARISH COUNCIL
DODDINGTON SPEED WATCH REPORT
1st APRIL 2019 - 31st MARCH 2020**

Speed Watch is a Police approved community-based safety initiative to help reduce excessive speeding on local roads. It aims to educate, rather than penalise, drivers in order to improve road safety and the quality of life for local residents.

The Doddington Community Speed Watch Team has been operating for over three years. Eight sites within the village are currently risk assessed and approved by the Kent Police Speed Watch management team in Maidstone. Currently we have seven fully trained operatives, all volunteers, from whom we arrange a team to run a Speed Watch session with our fully calibrated equipment on average once a week. We vary locations regularly but may well appear at some points more often depending on the results of previous sessions. The time of day that we go out depends on local observations. We do find our village residents most supportive, though requests to operate during the hours of darkness cannot be complied with owing to regulations and insurance considerations. An average of three or four volunteers make up a team. Unfortunately, we have lost two volunteers in the last year as they had a change of circumstances and commitments, however we have gained one very good replacement.

We also have one approved site in Wychling after the village committee there requested some help with excessive speeding. This proved to be rather a hotspot and results garnered a visit from Kent Police using a speed gun. However, the lack of support from Wychling residents, none of whom are currently volunteering with us, has meant that we have had to scale back operations there over the last year.

The results for 2019/2020 are set out separately below. More detailed site by site results are available if needed.

Overall, these results continue to indicate that the vast majority of vehicles detected speeding are never detected again in any of the county's currently operating Speed Watch teams. This suggests that, apart from those drivers who just do not care, Speed Watch is contributing towards a positive behavioural change.

Speed Watch teams everywhere were suspended from all activity on the 17th of March 2020 due to the Coronavirus/COVID-19 pandemic. We look forward to resuming activities as soon as it is deemed safe to do so.

Warm regards to everyone.

Keep safe and well.

Kevin Fraser on behalf of the Doddington Community Speed Watch Team

**DODDINGTON SPEEDWATCH RESULTS:
1 APRIL 2019 – 31 MARCH 2020**

DODDINGTON

36 sessions completed: 4337 vehicles counted
Average vehicles per session = 120

Total vehicles recorded speeding: 206 = 4.75% of total.
Vehicles receiving first warning letter: 22 = 10.7% of speeders (0.5% of total).

Vehicles receiving second warning letter: 8 = 3.9% of speeders (0.18% of total).
Vehicles receiving a third hand delivered warning letter: 2 = 0.97% of speeders (0.05%)
Six vehicles received an excess speed letter (45mph or more). Four were first time, one received a second time and one a third time excess speed letter.
169 of the speeding vehicles were recorded once only in the twelve-month period = 82.04% of total speeding vehicles.
One vehicle was reported for having no tax.

WYCHLING

7 sessions completed: 980 vehicles counted.
Average vehicles per session = 140

Total vehicles recorded speeding: 162 = 16.5% of total.
Vehicles receiving first warning letter: 24 = 14.8% of speeders (2.45% of total).
Vehicles receiving second warning letter: 5 = 3.08% of speeders (0.51% of total).
One vehicle received a third hand delivered warning letter = 0.62% of speeders (0.1% of total).
This vehicle, a motorcycle was reported for active enforcement by police.
Three vehicles received a first-time excess speed letter (45mph or more).
132 of the speeding vehicles were recorded once only in the twelve-month period = 81.48% of total speeding vehicles.
Two vehicles were reported for having no tax.

OVERALL TOTAL

43 sessions completed: 5317 vehicles counted
Average vehicles per session = 123

Total vehicles counted: 5317
Total vehicles recorded speeding: 368 = 6.92% of total.
Vehicles receiving first warning letter: 46 = 12.50% of speeders (0.87% of total).
Vehicles receiving second warning letter: 13 = 3.53% of speeders (0.24% of total).
Three vehicles were issued hand-delivered third warning letters = 0.82% of speeders (0.06% of total).
Nine vehicles received an excess speed letter (45mph or more).
301 of the speeding vehicles were recorded once only in the twelve-month period = 81.8% of total speeding vehicles.
Three vehicles were reported for having no tax.

Doddington Village Hall Report for Annual Parish Meeting

As usual the Village Hall has been a very busy venue over the past year. Our regular hirers continue to use the hall for their normal activities. Our fund-raising events continue to be very popular, but unfortunately the annual firework display had to be cancelled due to unsafe weather conditions. Fortunately the firework suppliers will store the fireworks in order that they may be used at a future event.

We had a very successful Pantomime season along with other events including the Spring Plays and Quiz nights, kindly hosted by Steve and Elaine Coates.

The annual Village Fete was also very successful and thanks must go to the many people who volunteer their services for this village event.

Special thanks also to Chris and Ali Thompson who run the regular Dancing Group session who donate the fees directly to the Village Hall funds.

A number of alterations and improvements have been completed on the hall this year. The new stage and acoustics have proved very successful adding to the enjoyment of the live performances staged. Installation of a new boiler is in the future plan.

The Village Hall Committee is indebted to the many volunteers that enable it to continue as a community venue.

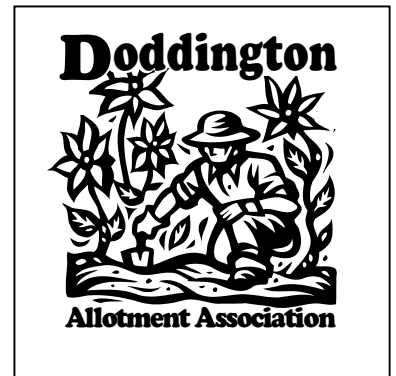
Unfortunately since middle March all regular bookings and events have been postponed due to COVID-19.

We have made a successful application to Swale Borough Councils for £10,000 for running costs.

Les Roberts
Chairman, Village Hall Committee

Doddington Allotment Association

Annual Report - 2019 to 2020



Doddington Allotment Association has had another busy and successful year and we are all now looking forward to our seventeenth 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 below) continues to oversee the running of the site. We have had to postpone our 2020 AGM due to the Covid-19 outbreak. Plot rental for 2020 remained at the same level as that in 2019.

Following government advice and that from the National Allotment Society we are continuing to work at the allotment site, but plot holders are being asked to adhere to the national guidelines with respect to physical distancing. In addition, we have asked that no more than two members (from the same household) work on their plot at any time and to not walk on other people's plots whether they are present or not.

We currently have only a half plot vacant and have tenants from Wychling, Doddington, Newnham, Frinsted and Sheldwich (see membership list below). We currently have one vacancy on our committee.

During the last year we have had a site visit from Kent Highways who were considering ideas including hedge planting as a means of controlling surface water run-off. The visiting officer thought that the allotment site already acts as a good barrier to run-off towards the Old Lenham Road, so would not suggest putting a hedge around the whole site.

We were also in contact with a Newnham resident who was involved in a project to grow local provenance tree whips to support hedge planting schemes. Our offer of a half plot for this work has not currently been taken up.

There have been no other changes to the running of the site compared with last year's report.

Many thanks

Kathy Friend (Secretary), 2 West End Cottages, Doddington.

Doddington Allotment Association Committee Members List (as of 4th May 2020)

2019 - 2020 committee (awaiting AGM for 2020 - 2021 election)

Matthew Jevons (Chair)

Kathy Friend (Secretary)

Ann Dixon (Treasurer)

Chris Thompson (ordinary member)

Jan West (ordinary member)

John Wood (ordinary member)