Minutes of Mersham with Sevington Parish Council Meeting held in the Church Room, St John the Baptist Church, Mersham on Monday, 10th April 2017

Present Geoffrey Fletcher (Chair) Gavin Murphy Kenton Stewart Rob Hansen Henrietta Sawdon

In attendance: Tracey Block (Clerk)

To be actioned by

The meeting s	tarted at 7.30pm	
Apologies for a Bartlett.	absence had been received from ClIrs Oakley-Hills, Smithers, Turley and Borough Councillor	
Declaration of	f interest in items on the agenda	
There were no	declarations of interest in items on the agenda.	
Minutes of the	e Meeting on 20 th March 2017 were approved as a true record and signed accordingly.	
Matters Arisin	ng from the Minutes	
There were no	matters arising from the minutes not covered by items on the agenda.	
Public session	: To receive questions and comments from the public on any agenda item.	
There were no	members of the public present.	
-	orough Councillor	
There were no	Borough Councillors present.	
-	Community Warden	
	ty Warden was not at the meeting.	
An update of c	crime figures in the area from PCSO Julia Ghost had been circulated	
Planning Matt	ters:	
A list of Planni	ng Applications was circulated as Appendix A with the agenda, those requiring a response were:	
Reference:	<u>17/00433/AS</u>	
Address:	Willow Bank, Church Road, Mersham, Ashford, Kent, TN25 6NS	
Proposal:	Erection of a two-storey extension at the side to replace the existing garage building and an	
attached shed	on the rear. Incil raises no objection to this application but respectfully requests that the Borough Council	
	sideration any comments raised by the neighbours.	
Reference:	<u>17/00442/AS</u>	
Address:	Land rear of Sky House and Appledown, Bower Road, Mersham, Ashford, Kent	
Proposal:	Proposed 2 no detached chalet bungalows with associated outbuilding served off new access	
road to the rea	ar of Appledown and Sky House.	
The Parish Cou	uncil raises no objection to this application	
Reference:	<u>17/00493/AS</u>	
Address:	Cranwell House, The Forstal, Church Road, Mersham, Ashford, TN25 6NU	
Proposal:	Variation of conditions 3 & 4 on planning permission reference 16/01644/AS in relation to	
	n and design of the approved dwelling uncil raises no objection to this application	

Financial Matters

To approve the following financial documents:

i. To note/authorise the following:

To note the Parish Council's financial position: The Parish Council has a bank balance of: £28,461.54. To authorise any payments including the Clerk's Salary and the Litter picker's Salary

The following payments were authorised:

Cheque	Payee's Name	Reason for Payment	Amount	Notes
501777	KALC	Annual Membership	£ 541.80	
501778	KALC	Financial Training for the Clerk	£ 7.20	
501779	Smeeth Parish Council	Payment towards the Village Caretaker	£3345.39	
501780	l King	Litter Pickers Salary – April (Mersham)	£ 93.60	
501781	T Saint	Litter Pickers Salary – April (Sevington)	£ 116.13	
501782	HMRC	Tax paid on Salaries	£ 32.60	
501783	T Block	Clerks Salary – April	£ 401.72	

A budget over expenditure and financial statement had been circulated to all Councillors prior to the meeting.

ii. To consider the findings of the Review of Effectiveness of the System of Internal Controls

The Parish Councillors considered the effectiveness of the system of internal control. The internal controls are maintained and properly recorded. The Internal and External Auditors Reports are circulated and points raised are addressed.

iii. To approve the Annual Governance Statement 2016/17 by Resolution

The Parish Councillors unanimously approved, by resolution, the Annual Governance Statement 2016/17. It was duly signed and dated by the Chair of the meeting, Cllr Fletcher.

iv. To consider the Accounting Statements 2016/17

The Parish Councillors considered the Accounting Statements for 2016/17. Having been checked the figures appear to be correct.

v. To approve the Accounting Statements 2016/17 by resolution

The Parish Councillors approved, by resolution, the Accounting Statements for 2016/17.

vi. To ensure the Accounting Statements 2016/17 are signed and dated by the person presiding at the meeting

The Accounting Statements 2016/17 were signed and dated by the Chair of the meeting, Cllr Fletcher.

Any Other Business

Cllr Sawdon updated the Parish Council on the plans for the fete. The fete is on 10th June and volunteers are sought to help erect marquees. The fete is entirely sponsored and the raffle has some god prizes.

The Local Needs Housing is nearing completion and applications are invited for the housing. Posters encouraging sign up for these houses are to be placed around the village.

The AGM of the Parish Council is to be held on 15th May in the Church. The Clerk is to invite the Kent Air Ambulance to give a presentation to the meeting. This is to be advertised as widely as possible. The Clerk will produce a poster for this.

Cllr Fletcher explained to the meeting that he would like to give up being the Chairman. He will only continue until April 2018, if another volunteer does not come forward but he would welcome a different Chairman. All Councillors are encouraged to consider this role.

The next meeting was confirmed as Monday, 15 th May 2017, the Clerk would like any items for the agenda by Friday 5 th May, please. The next meeting will be the Annual Parish Meeting starting at 7pm in the Church followed by the AGM in the Church Meeting Room.	All
There being no further business, the meeting was declared closed at 8.15 PM.	