

Cliffsend Parish Council

The Village Hall, Foads Lane, Cliffsend, CT12 5JH
Email: clerk@cliffsendpc.org Telephone: 07849 160192
www.cliffsendpc.org



Cliffsend Parish Council Annual General Meeting
Thursday 19th May 2022

Sir or Madam,

You are hereby summoned to attend the Parish Council Annual General Meeting on Thursday 19th May 2022 at 7.30pm, Village Hall, Foads Lane, Cliffsend for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Please be aware that meetings of the Council are recorded. AV recordings are retained only until draft minutes are adopted as a true record.

Alison Willoughby-Browne
Clerk

Note - residents and members of the public are cordially invited as spectators. There is an opportunity for questions to be asked during the meeting (Public Questions). Alternatively, any questions can be submitted to the Clerk prior to the meeting; these will be addressed at the meeting and responded to as soon as possible.

Agenda

- | | |
|----------|--|
| 01/22-23 | <u>Welcome and apologies for absence (by existing Chairman)</u> |
| 02/22-23 | <u>Declarations of interest, election of Officers and confirmation of Working Group membership</u> |
| 03/22-23 | <u>Adoption of the minutes of 17th March 2022 as being a true record</u> |
| 04/22-23 | <u>Matters arising from the above minutes</u> |
| 05/22-23 | <u>Working Party & Councillor reports</u> <ul style="list-style-type: none">• County Cllr• District Cllr• PCSO• Meadow and Open Spaces |

06/22-23

Financial Matters

Annual Governance and Accountability Return (AGAR) 2021/22 Form 3

- i) Note Annual Internal Audit Report
- ii) To review the effectiveness of the system of Internal Control; Councillors are asked to complete and approve the Statement of Internal Control in support of the Annual Governance Statement (Section 1).
- iii) To approve Section 2 - Accounting Statements
- iv) To approve the Bank Reconciliation and Explanation of Variances
- v) Confirmation of the commencement date for the exercise of public rights.

Payment Schedule - to authorise items of expenditure since the last meeting
RESOLVED: that the following be approved for payment.

May Payments

| Payee | Description | Invoice No | Method | VAT | Ex VAT | Total |
|---------------------|----------------------------------|---------------------|----------|--------|---------|---------|
| Harmer & Sons | Meadow Maintenance | 19610 | Transfer | 188.00 | 940.00 | 1128.00 |
| Harmer & Sons | Meadow Maintenance | 19634 | Transfer | 18.00 | 90.00 | 108.00 |
| Harmer & Sons | Meadow Maintenance | 19751 | Transfer | 18.00 | 90.00 | 108.00 |
| Village Hall | Hire – audit/AGM/Jubilee deposit | - | Transfer | - | 160.00 | 160.00 |
| Archers Low | Christmas Tree | - | Transfer | 30.83 | 154.17 | 185.00 |
| Cllr Judith Fricker | Reimburse re-wilding/maintenance | - | Transfer | 18.89 | 94.91 | 113.80 |
| Cllr Judith Fricker | Reimburse re-wilding/maintenance | - | Transfer | 3.17 | 15.83 | 19.00 |
| Cllr Chris Barton | Events Licence Fee | 00105-TDCEVE000070- | Transfer | 12.50 | 62.50 | 75.00 |
| Harmer & Sons | Meadow Maintenance | | Transfer | 18.00 | 90.00 | 108.00 |
| Resident | Hugin memorabilia | - | Transfer | - | 80.00 | 80.00 |
| Top Branch | Removal of 3 x Sycamore stems | | Transfer | 60.00 | 300.00 | 360.00 |
| Clerk | Mobile phone | - | Transfer | - | 10.00 | 10.00 |
| Clerk | Jubilee Celebration Gifts | GSOMN2425A0004DX | Transfer | - | 35.21 | 35.21 |
| Total for Month | | | | 367.39 | 2122.62 | 2490.01 |

07/22-23

Public Questions - no decisions made

08/22-23

Planning Applications

FH/TH/22/024716 Walmer Gdns (rear/side extensions/balcony)
OL/TH/22/0414 Foxborough Lane, Minster (115 dwellings)
FH/TH/22/0463 9 Sea View Road (dormer/raising of roof/balcony/sun terrace)
F/TH/22/0541 44 Canterbury Road West (conversion of single dwelling to 2 flats)
FH/TH/22/0497 20 Cliff View Road (conservatory)
F/TH/22/0579 Richborough Energy Park (development)
FH/TH/22/0598 59 Sandwich Road (2-storey extension front, side and rear)

09/22-23

Current Topics

Ongoing review of Council procedures
KALC/Rural Kent membership
Jubilee celebrations
Re-wilding and Ecology Plan
Sealink Project

10/22-23

Clerk's Reports

The Clerk to report on any matters that may have arisen since the despatch of this agenda.

11/22-23

Correspondence Received

- Resident – removal and destruction of wildlife habitat; to discuss.
- Resident – fly-tipping of foliage from Sandwich Road property; to discuss.
- Resident – pot holes - bus stop Sandwich Road/Hugin cover; KCC contacted.
- Resident – concern re' planning application 16 Walmer Gardens; circulated.
- KCC – waiting restrictions Foads Lane/Greystones Road.
- Resident – unkempt Bakersfield verge, overgrowth Foads Lane/Cliffsend Rd.
- Resident – concern re' meadow comments in minutes and loss of green space.
- Resident – residual coffee morning funds; updated.
- NHS and Medway CCG – StopThinkChoose initiative, urgent treatment centres.
- TDC – mapping of Thanet's wildflower patches.
- Resident – distress caused by Thanet Parkway, did Parish Council support?
- Thanet Safe Haven – non-clinical mental health service; to publish.
- TDC – memorial bench placing at St Augustine's Cross; advised Minster PC.
- Resident – possibility of allotments in the village; to discuss.
- Resident – Cliffsend benches; circulated.
- Resident – Marjorie Chapman Meadow proposal, allotments; to discuss.
- Resident – poles outside Village Hall; to clarify with Hall Management.
- Residents – near-misses junction of Meverall Ave/Sandwich Road; to discuss.