

DODDINGTON PARISH COUNCIL

Minutes for the meeting of Doddington Parish Council on Monday 11 April 2016

Present: Cllr G Cuthbert (Chair), Cllr K Attwood (Vice Chair), Cllr S Coates, Cllr K Fraser, Cllr P Duckworth and Cllr P Haynes; and Mrs W Licence (Clerk).

Also present were SBCllr C Prescott and one member of the public.

1. APOLOGIES

Apologies had been received from Cllr C Jones (holiday); apology accepted.
Apologies had also been received from KCCllr A Bowles (at another meeting); apology noted.

2. DECLARATIONS OF INTEREST

Cllr Cuthbert declared a non-pecuniary interest in item 15 Village Website as he is a Village Hall Committee Member and signed the Declaration of interests book.

3. TO DETERMINE WHETHER ANY ITEMS SHOULD BE DISCUSSED IN CLOSED SESSION

None were identified.

4. MINUTES OF THE MEETING HELD ON 14 MARCH 2016

The minutes of the Parish Council meeting held on 14 March 2016 were considered. It was **AGREED UNANIMOUSLY** to accept the minutes as a true record. Cllr Cuthbert duly signed the minutes as a true record.

5. MATTERS ARISING

- i. The Village Newsletter is now on the website
- ii. Problem with mud in the road from the wood yard- The owner has bought a road sweeper to fit onto his JCB and is trying to alleviate the problem. However, he is concerned about the water which flows along the Faversham Road from Wychling, down the trackway through Doddington Wood- as well as a large quantity of water it also brings down a lot of debris and mud.

ACTION: Clerk to report to KCC and request review of the drainage in the area.

- iii. Gary Gibbs, KCC Highways, has visited the village and will refresh the road markings from West End Cottages to the junction at Ringlestone Road and Lade Wood Road junction.

6. NEIGHBOURHOOD WATCH

The Neighbourhood Watch Coordinator had sent apologies for being unable to attend the meeting and a report was circulated.

Cllr Cuthbert thanked Mrs Jackson for her report and for her work as Neighbourhood Watch Co-ordinator.

7. COMMUNITY WARDEN

Dave Osborne sent apologies for being unable to attend the meeting and a report had been circulated.

8. SPEEDWATCH

Cllr Fraser informed members that three sites had been risk assessed for Speed Watch and a further four sites, two at Chequers Hill and two at the east end of the village, are awaiting a risk assessment. There will be a European twenty-four-hour Speed Watch on 21 and 22 April and Newnham will be taking part in this, they are looking for help between 2-4pm. Newnham have no other set dates to use the equipment and it is hoped that Doddington can borrow the equipment for a session.

9. PUBLIC QUESTION TIME

The meeting was adjourned for the public question time.

A resident said that the edges have broken up around two drains and it was dangerous for

bicycles.

ACTION: Clerk to report.

10. DEFIBRILLATOR

Cllr Coates reported to members that there were no problems with the defibrillator. He has been contacted by the Bredgar Village Hall Committee for advice about obtaining a defibrillator. Cllr Cuthbert thanked Cllr Coates for ensuring the defibrillator is in order.

11. PLANNING MATTERS

i. 16/502155/FULL: Amber Lodge, Lady Margaret Manor Road Doddington ME9 0NT

Proposal: Demolition of existing house and double garage and erection of a four bedroom detached house and detached double garage

Councillors considered this application and had no objections to the proposal.

ii. Any planning matter received by 11 April 2016

None had been received.

12. WAR MEMORIAL

Cllr Cuthbert informed Members that he has contacted the War Memorials Trust but had received a stock email that due to the high number of enquiries a response may take some time. Cllr Cuthbert had checked the steps. The War Memorial Risk Assessment had been updated to add "Assist Elderly or Disabled" when climbing steps to be addressed by the Parochial Church Council.

ACTION: Clerk to send a copy of the War Memorial Risk Assessment to the vicar and ask for comments.

13. FINANCE

i. Councillors Expenses

There were none

Invoices for Payment

i. KALC Subscription- £218.26

It was **AGREED UNANIMOUSLY** to pay the subscription to KALC (cheque no 1084).

ii. Any other invoice received by 14 April 2016

No other invoices had been received.

A VAT claim has been made for £470.95

The Internal Audit will take place on 12 May 2016

14. ADMINISTRATIONS AND SYSTEMS

i. Annual Review of Risk Assessment

Councillors **AGREED** to approve the Risk Assessment subject to the amendments made by Cllr Coates and Cllr Jones. "Assist Elderly or Disabled" when climbing steps to be addressed by the PCC.

ii. Annual Review of Schedule of Assets

Cllr Cuthbert said the laptop has been added to the schedule and the insurance values increased for War Memorial and safety surfaces.

iii. Clerk's Annual Review

Cllr Cuthbert told Members that Cllr Jones had drawn up an appraisal form and following the Clerk's appraisal Cllr Cuthbert **PROPOSED**, in accordance with the contract of employment, to increase the Clerk's salary scale by one point; **AGREED UNANIMOUSLY**.

15. VILLAGE WEBSITE

Councillors considered a request for a donation for the set up and maintenance of a Village Website from the Village Hall Committee. Councillors felt that further information was needed as there was no website plan and no indication as to how it would be administered. There was also an issue of ownership of the website. Councillors considered whether the Parish Council

website would be a suitable site for the village information.
ACTION: Clerk to investigate if the top tabs on the Parish Council website can be given different administration rights.
It was **AGREED** to consider at the June meeting when more information would be available.

16. PLAYING FIELD

Cllr Duckworth informed Members that the playing field was due a cut. Cllr Duckworth had met with Paul Hegley when the arboritorial inspection was carried out and the report has not yet been received.
Cllr Cuthbert thanked Cllr Duckworth for his report.

17. HIGHWAYS

i. Highways Update and notification of further work required

Cllr Cuthbert said that having reported the trees in Chequers Hill to KCC in February, KCC have visited the site and will remove a dead tree at the bottom of the steps to Doughty's field in four to six weeks time.

18. CORRESPONDENCE

1. 21.03.2016: Pensions Regulator
Enrolled online staging date 01.10.16
2. 23.03.2016: KALC SAC draft minutes
3. 31.03.2016: Faversham Town Council invite to Mayor Making Ceremony 9 May
Cllr Cuthbert will attend the Mayor Making Ceremony at Faversham.
4. 31.03.2016: SBC Member Training on Building Control
5. 01.04 2016: SBC Call for new green sites
6. 03.04.2016: SPEED WATCH- 24 hour European Speed Marathon Campaign
7. 03.04.2016: invite from Allotment Association to attend the AGM
8. 06.04.2016: Message from Police & Crime Commissioner

19. AOB

Cllr Coates asked whether anyone was attending the Speed Watch Conference on 23 April.
Cllr Fraser said he has circulated details and he had not received any replies.
Cllr Cuthbert said that May's meeting will be the end of his tenth year as Chairman and he wished to stand down from the Chair. A new Chairman and Vice Chairman will be elected in May.

Date of next Meeting:- Monday 9 May 2016

There being no further business, the meeting closed at 8.45pm

Signed as a true record of the proceedings:

.....Chairman

Date: 9 May 2016