

CLIFFSEND PARISH COUNCIL

Minutes of the Parish Council Meeting Held on Thursday 12th May 2016 at 7.30pm in the Village Hall

Members Present. -Parish Councillors Knowles Chair, Alexander Vice Chairman, Searle, & Fiander,

In Attendance - Ashley Stacey, Clerk/Responsible Finance Officer & 6 members of the community.

17/16-17 Welcome & Apologies

Cllr Knowles opened the meeting and explained the safety procedures, and asked if anyone was recording the meeting – no one commented.

Apologies received from **Cllr Blaydes, Lyon & Hovenden**

18/16-17 Appointment of Chair - Paper Ballot

Cllr Alexander proposed **Cllr Knowles**, Seconded **Cllr Fiander** - All in favour

19/16-17 Appointment of Vice Chair – Paper Ballot

Cllr Knowles proposed **Cllr Alexander** , Seconded **Cllr Fiander**- All in favour

20/16-17 Declarations of interest

Cllr Searle declared an interest in 32/16-17

21/16-17 Adoption of minutes of 7th April 2016 & 28th April 2016 as being a true record

Proposed **Cllr Alexander**, Seconded **Cllr Knowles** – All in favour

22/16-17 Matters arising from the above minutes

Planning complaint response – Cllr Knowles reported that she did email TDC on the 28th April as requested by the PC – Complaint passed to Director of Community Services to be responded by 31st May.

23/16-17 Appointment of committees & membership

- **Planning Committee – Cllrs Knowles, Fiander, Alexander, Lyon, Blaydes**
- **Meadow Committee – Cllrs Lyon, Searle, Knowles, Alexander**
- **Neighbourhood Plan Working Party – Cllrs Lyon, Searle, Fiander**
- **Finance Working Party – Cllrs Knowles, Alexander & Clerk**
- **Finance and General Purpose Committee – All Cllrs**
- **Transparency Working Party – Cllrs Blaydes, Knowles, Searle, Alexander, Clerk**
- **Emergency Working Party - Cllrs Knowles, Alexander**
- **War Memorial Working Party – Cllrs Alexander, Fiander, Knowles and Mrs Jones and Mr Nicholls**

24/16-17 Review of membership of TAG & TRRG

Cllr Fiander to continue with TRRG – **Cllr Knowles/Cllr Alexander** to attend alternately TAG

25/16-17 Review of Council/employee membership of other bodies

KALC was reviewed in April – ACRK not at the moment

26/16-17

Reports

- **F & GP Committee Report**
 - **Meadow Committee** - as reported in the F & GP. Meadow site meeting to use committee room if necessary - Proposed **Cllr Searle**, Seconded **Cllr Knowles** – all in favour.
 - **Emergency plan meeting** to use committee room, 1st June 7.30pm – Proposed **Cllr Knowles**, Seconded **Cllr Alexander** all in favour.
- **District Councillors** - none
- **Community Warden** - none
- **Cllr Reports** – **Cllr Searle** advised there is a problem in the Sandwich Road Car park and the surface which has been repaired is in poor state. Balfour Beatty have confirmed they are still undertaking work and will endeavour to make good when finished. They also need to remove the extra bollard which they have installed and which is preventing through access for vehicle's. **Cllr Searle** will monitor the situation.
- **Cllr Alexander** advised that during the run a car was parked on the pavement.
- **Cllr Fiander** attended the workshop by Design South East regarding 'rural making places' – to gather their thoughts on what is needed within villages.
- **Cllr Alexander** attended the parish forum and received an update on the Peer Review and devolution.

27/16-17 Public Questions – no decision made

Resident asked who looks after the benches – **Cllr Alexander** has reviewed them and will undertake the work. Clerk to contact TDC to see if the bench by the adult gym equipment is theirs. Weeds are high and need cutting down in Seaview Road, **Cllr Knowles** confirmed that TDC do not sweep or cut them down.

Resident asked about the mosquitoes – Clerk to email TDC.

Resident stated that PC should be more proactive with regard to the Manston Airport position. **Cllr Knowles** confirmed she had tried to get onto KIACC. To be on agenda for discussion in June.

Resident asked if reasons for Cllr absences had been approved by Cllr. Clerk confirmed reasons to Chair, **Cllr Hovenden**, alternative arrangement, **Cllr Blaydes** on holiday, **Cllr Lyon** appointment.

28/16-17 Financial Matters

Checked by **Cllr Fiander & Cllr Knowles**

Payments proposed by **Cllr Fiander** and seconded **Cllr Knowles**- all in favour

Chqs were signed by **Cllr Alexander & Cllr Searle**

Chq No 651 A Stacey Expenses

Chq No 652 CVHF - £33.50

Chq No 653 Audit – Kevin Funnell- £50.00

29/16-17 Current Topics

Meadow Lease – **Cllr Searle** confirmed that we had only received 2 responses from the 10 solicitors who had been contacted with regards to acting for the PC in rectifying the lease. **Cllr Fiander** and **Cllr Knowles** have withdrawn from the decision to select a solicitor. The remaining members of the Meadow committee were unanimous in recommending that the CPC appoint the first solicitor, Brachers, who responded and for the fixed price. **Cllr Searle** proposed we accept the fixed price quote from Brachers. Seconded **Cllr Alexander** – All in favour. Clerk to write to them accepting the fixed price and ask for Client Care Letter & Terms of business. Resident thanked **Cllr Knowles** for being open and transparent.

30/16-17 New Topics

Cllr Knowles has received a request that the Parish Council pay for a new Danish Flag to be flown on the Viking Ship. The person who has asked has previously paid for the Danish Flag, at a cost of £90, but it is now not in a suitable condition and has requested a new flag be purchased by the Parish Council."

Clerk to clarify if we can put a flag on there? Confirmation required by TDC. **Cllr Alexander** to research flag if permitted by TDC, and will liaise with the resident as to source etc and look at other suppliers for cost and report back at June meeting.

31/16-17 Clerks Report

Letter which was sent to resident regarding bench adjacent to playground returned gone away.

Annual Return - Resolve to accept the annual return and submit to external auditor.

Proposed **Cllr Alexander**, Seconded **Cllr Searle**, All in favour.

32/16-17 Correspondence

Clerk has received a letter from the Cliffsend Residents Association to use the meadow. Details have been sent to every resident in Cliffsend. **Cllr Searle** advised that she will not vote on this **Cllr Alexander** proposed it be agreed, Seconded **Cllr Fiander**— all in favour. Chair confirmed that we will seek an indemnity from the Cliffsend Residents Association in the event of a complaint from the landlord. Clerk to email the landlord.

Meeting closed 8.52pm Date of next meeting 2nd June 2016 at 7.30pm,

**Clerk to the Council: Mrs Ashley Stacey, 3 Rossetti Road, Birchington CT7 9ER,
Tel 01843 848473**