

ACOL PARISH COUNCIL

Apartment 3, 85 Sea Road,
Westgate on Sea CT8 8QG
Phone: 01843 832243

AGENDA

A Meeting of Acol Parish Council will be held in Acol Village Hall on Monday 29th July 2019 at 11.00am to consider the business set out below and to pass such resolutions as deemed necessary on those items set out within the agenda.

1. MINUTES

To approve the minutes of the Meetings held on 3rd May and 25th June 2019 (copies attached – Appendix A).

2. APOLOGIES FOR ABENCE

To receive apologies for absence (if any).

3. DECLARATIONS OF INTEREST

Members are invited to disclose any interest in any of the matters referred to within the agenda.

4. CO-OPTION TO COUNCIL

The Clerk has spoken to former Councillor Mel Johnson inviting him to be co-opted to the Council. However, Mel is not able to be co-opted due to business commitments and Council's instructions on the way forward are requested.

5. REPORTS OF THE POLICE/COMMUNITY WARDENS/PCSO'S

To receive reports as appropriate.

6. COUNCIL WEB SITE

The Clerk has been working with Ray Owen to bring up to date the web site. Ray Owen will attend Council to advise Members on the progress to date.

7. CHAIRMAN'S REPORT

The Chairman will report upon the following matters that have arisen since the last meeting:-

- (i) Progress with the Crown & Sceptre site.
- (ii) Recent update on Highways monitoring, etc.
- (iii) Latest news on Manston Airport.
- (iv) Any other relevant issue.

8. INTERNAL AUDIT OF PARISH COUNCIL'S FINANCIAL RECORDS

The Clerk reports that the formal audit documents approved at the meeting on 26th June 2019 have been submitted to P K Littlejohn. To date the formal report of the internal auditor, David Buckett, has not been received. The Clerk will report to Council as appropriate.

9. CLERK'S REPORT

The Clerk to report upon any matters that have arisen since the despatch of the agenda.

10. RECREATION GROUND

Councillor David Hayfield will report.

11. FINANCIAL MATTERS

- (i) Payments Schedule – A payments schedule will be tabled at the meeting.
- (ii) Bank Balance - The bank balance at 1st July 2019 was £11,599.45.
- (iii) General – The Clerk to report on any other financial matter as appropriate.

12. REPORT OF COUNTY & DISTRICT COUNCILLORS

To receive reports as appropriate.

13. MATTERS OF REPORT BY MEMBERS

To receive reports as appropriate.

14. DATE OF NEXT MEETING

Members are requested to agree the date for the next meeting.

Roy Wade
Clerk to Acol Parish Council
Phone: 01843 832243
Email: roywade125@gmail.com

23rd July 2019

ACOL PARISH COUNCIL

Draft Minutes of the Parish Assembly Meeting of the Council held at the Village Hall, Acol, on 3rd May 2019 at 5.00p.m.

Present: Councillors Miss Bransfield (Chairman), D. Hayfield, J. Inchley and Mrs. I. Osborne

Also present: Roy Wade (Clerk), no residents attended.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor M. Johnson.

2. MEMBERS INTEREST

No matters of interest were disclosed.

3. CHAIRMAN'S REPORT FOR 2018/19

The Chairman read the report for the year 2018/9 as follows:

- i) I offer apologies for the absence of village organisations' annual reports. There was insufficient time for this meeting and will be requested for next time.
- ii) Many thanks to all the many volunteers throughout the village who contribute so much to the well being of the villager and its residents.
- iii) We were sad to lose 2 villagers last year, Leslie Phillips on 16 December and Bob Lawrence on 25 December.
- iv) Sir Roger Gale MP has been appointed to the Privy Council and is now The Rt Hon Sir Roger Gale MP.
- v) Traffic calming has not deterred traffic from using Acol. In fact, traffic volume has increased with the many construction vehicles travelling through. On one day alone 90 such vehicles were counted.
- vi) I received a telephone call from Nonnington Parish asking how we had acquired the scheme. I told them that it took us 20 years, but they should persist with Kent Highways.
- vii) Kent Highways' new Highways Manager has refused to attend a public meeting to speak to villagers. He wants to meet Parish Councillors to hear of villagers' views.
- viii) Kent Highways told Cllr Crow-Brown that a bid had been submitted for funding to extend Columbus Avenue, but we have heard no more and it has not yet been implemented.
- ix) The Crown and Sceptre building has finally received a new roof, after its removal 2 years ago.
- x) Manston Industrial Park continues to expand with the new Maple Leaf estate. We will remain vigilant concerning sewage disposal.
- xi) The Village Hall now has a new kitchen, thanks to Cllr Mrs Osborne for acquiring funding. Cllr Inchley will report.
- xii) The Parish Council agreed to provide a salt bin on Nursery Fields, which will be purchased in the autumn.
- xiii) The road sign outside the Chapel of Rest, Plumstone Road, was damaged and Kent Highways have agreed to repair in character.
- xiv) The Parish Council Website was set up a few years ago but maintenance ceased on 1 April, with no notice to the Parish Council. This contravenes Regulations and negotiations are under way to set up a new site, which will be maintained by the Parish Clerk.

4. PUBLIC DISCUSSION FORUM

The Chairman closed the meeting as there were no residents present to put questions.

Time concluded: 5.07pm

ANNUAL GENERAL MEETING

Prior to the commencement of the meeting Miss S. Bransfield, D. Hayfield, J. Inchley, and Mrs. I. Osborne took and signed the declaration of acceptance of office.

1. PARISH ELECTIONS MAY 2019

The Clerk reported that the above-named Members had been elected unopposed to Acol Parish Council for the period 2019 – 2023. There remained one place on the Council to be filled and the Clerk sought the instructions of Members.

RESOLVED: That the Clerk approach former Councillor Mel Johnson to enquire whether he is prepared to be co-opted to the Parish Council.

2. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Miss Sheila Bransfield be elected Chairman of the Acol Parish Council for year 2019/20.

Cllr Miss Bransfield thanked Council for its continued support and took and signed the declaration of acceptance of office.

Councillor Miss Bransfield in the Chair.

4. APPOINTMENT OF VICE CHAIRMAN

Councillor Jonathan Inchley was appointed Vice Chairman of the Acol Parish Council for the year 2019/20.

5. REPORTS FROM VILLAGE ORGANISATIONS

The meeting received the following report from the Chairman of the Village Hall Management Committee:

This has proved to be an eventful year and a very busy one for our members.

Our only events this year have been the ever-popular Reindeer Drive and the Senior Citizens' Christmas Party and we plan to repeat them this coming year.

The Reindeer Drive (which is a Christmas based variant of a standard Beetle Drive) attracts many regular attendees, who have a really fun night. However, attendance from newcomers would enhance the experience as well as help first timers to integrate into Village life. We shall therefore focus on encouraging a wider participation next year.

Our Senior Citizens once more enjoyed an excellent hot Christmas dinner at the party and were again entertained by the Greyhound Buskers Ukulele Band. The Christmas dinner was the first event that made use of the newly extended kitchen. This had taken over three months to complete – the outer finish was not completed until after Christmas – but despite an anxious period it was brought into use the week before the party and proved to be more than suitable to cater for the 40 or so attendees. It was particularly pleasing to see the new dishwasher in use rather than volunteers washing up!

The kitchen extension was the principle focus of our attention this year, and it required our Secretary to devote a lot of her time and effort to enabling and coordinating the work. She was successful in identifying and securing funding from:

KCC Members Grant - £7000.00

KCC Village & Community Halls Grants Scheme - £15000.00

Nonetheless, this meant that we also had to contribute a considerable amount from the Committee reserves to complete the task.

We wish to place on record our thanks to the following for their donations and assistance with furthering our plans:

Phillip Dadds, Architect - the provision of free plans and assistance with Planning and Building Regulations

Acol Horticultural Society – the purchase of the range cooker

Acol Parish Council – donation of £1000

As mentioned in previous years, the hiring of the Hall adds extensively to the Hall funds.

Now that the kitchen extension is complete, we very much hope that this will encourage more bookings as the facilities on offer are so much improved.

The Management Committee would not be able to discharge its responsibilities half as well without the invaluable efforts of our Treasurer, Mary Hodgson and our Secretary, Iris Osborne. 2018/19 proved to be an especially busy time for them both and we are very much

beholden to both these ladies, who facilitate everything we do. We should also acknowledge the efforts of Sheila Bransfield our booking secretary and David Hayfield as principle odd-job man. We are also grateful for the additional help that we receive, on many occasions, from other residents of the village.

We are looking forward to another successful year - we hope to continue with the support of all those who have joined in our events, but we also look forward to seeing new faces. We operate the running of the Hall for the benefit of the village and hope that with the support from everyone our Hall will continue to be the hub of the village.

The Chairman reported that she would be contacting the secretaries of other village groups and report thereon to the next meeting.

6. REPRESENTATION ON OUTSIDE BODIES

RESOLVED: That appointments to the following Bodies be made at the next meeting: Thanet Area Parishes Committee, Kent Association of Local Councils, Thanet Parish Forum, Thanet Rural Regeneration Group.

7. SCHEDULE OF PAYMENTS/FINANCIAL MATTERS

(i) Audit for 2018/19

The Clerk reported that he would be meeting David Buckett, the recently appointed internal auditor on 17th June to submit the parish council's financial records for audit. Members were also advised that it would be necessary to report on this matter to Council on 25th June 2019.

RESOLVED: That the report be received and noted and that Council meet at 11am on 25th June 2019 to consider the report of Mr Buckett.

(ii) Schedule of Payments

RESOLVED: That the under-mentioned payments be made:

<u>Chq No</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>	<u>Amount</u>
631	Thanet Hospice	Bob Lawrence	0.00	50.00
632	KALC	Annual Sub	26.73	160.39
633	Zurich Ins	Premium	0.00	352.53
634	R Wade	Salary (1/4) & Exp	0.00	453.92

Members noted the following:

Bank balance at 1 May 2019 - £12,492.59 and that Cheque 631 was authorised at the March meeting – Min. 82 refers.

(iii) Cllr. Hayfield reported on the 2 quotations received in the sum of £60.00 for the replacement of the seats to the swings in the play area at the Recreation Ground.

RESOLVED: That the quotation of £60 for the replacement of 2 swing seats be accepted.

8. REPORTS FROM MEMBERS

Cllr. Mrs. Osborne – concerns at the traffic movement problems in Plumstone Road consequent upon the developments being carried out in the road.

Cllr. Inchley – Concerns at the proposals for the control of traffic movements in Alland Grange Road

9. DATES OF FUTURE MEETINGS

It was agreed to hold the next meeting at 11am Tuesday 25th June 2019.

Time concluded 5.35pm

ACOL PARISH COUNCIL

**Draft Minutes of the Meeting of the Council held at the Village Hall,
Acol on 25th June 2019 at 11.00a.m.**

Present: Councillors Miss S. Bransfield (Chairman), D. Hayfield, J. Inchley and Mrs. I. Osborne

Also present: Cllr. T. Roper (TDC), Ray Owen & Roy Wade (Clerk), and 2 residents.

10. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Reece Pugh (TDC), Liz Hurst (KCC), Debbie Forsyth (PCSO) and Tony Gander (KCC Warden).

11. MINUTES

Approval of the Minutes of the meetings held on 3rd May 2019 was deferred.

12. MEMBERS' INTERESTS

No disclosures were made.

13. REPORT OF THE CHAIRMAN

The Chairman reported upon the following:

(i) Counting strips have been installed in The Street to monitor the effect of the traffic calming and results will be reported when they are received.

(ii) The village gateway signs have been replaced on Acol Hill.

(iii) A letter to Kent Highways is being prepared in response to information sent by them.

(iv) The roof of The Crown & Sceptre building has been reinstated and new window frames have been fitted to the top floor, but work has ceased before completion.

(v) Kent Fire & Rescue Service are providing a free safety service for all residents.

14. REPORT OF THE INTERNAL AUDITOR

The Clerk reported that the internal audit of the Parish Council financial records had been carried out. The Clerk read over the AGAR reports and Members noted and approved the Annual Governance Statement for 2018/19 and noted that the Internal Auditor had highlighted paragraphs 3 & 5 where it had been noted that the Council had not taken the appropriate action and these measures would be put in place in the near future. Members were also advised that the formal report of the Auditor had not been received and it would be considered as soon as it was to hand. However it would be necessary for the Council to bring up to date the web site and Ray Owen had kindly agreed to help the Clerk with this project. In addition the formal report may highlight other areas that needed to be addressed and these matters would be considered once the report was received.

RESOLVED: That the report of the Clerk be received and (i) the AGAR forms be approved and the Chairman be authorised to sign off the relevant pages, (ii) the forms and relevant documents be sent off to P.K.Littlejohn, (iii) the Clerk with the assistance of Mr Owen be authorised to bring up to date the Parish Council's web site; and (iv) further consideration be given to this matter once the formal report of the Internal Auditor is received.

15. PAYMENTS SCHEDULE/FINANCIAL REPORT**i) Payments Schedule –****RESOLVED: That the following payments be made:**

Cheque No	Payee	VAT	Amount
637	Serco grass cut June	11.26	67.56
638	Chairman's Expenses	0.00	23.10

ii) Bank Balances – Council were advised that the Parish Council's bank balance at the 1st June 2019, less the cheques now authorised was £11,692.28p.**16. REPORT OF DISTRICT COUNCILLOR TREVOR ROPER**

- (i) TDC** - the political balance of the District Council following the May elections;
(ii) Ramsgate Harbour and Marina – The financial problems facing the District Council.

17. MATTERS OF REPORTS BY MEMBERS

No matters of report were made, but reports had been received from absentees:

Cllr Reece Pugh – TDC has secured funding to reduce rough sleeping; they will be providing all households with new red recycling bags; and also mentioned Ramsgate Harbour.

Cllr Liz Hurst – Street lights have now been converted to LED, resulting in a reduction of 67.7% in energy consumption and 71% in carbon emissions.

PCSO Debbie Forsyth – Acol is relatively crime free, but residents must be vigilant concerning rogue traders, suspicious vehicles, home security, cold calls, etc. She now holds police surgeries at 12.15pm on the first Wednesday of every month at Monkton Village Hall.

18. DATE OF THE NEXT MEETINGIt was agreed to hold the next meeting at at 11.00am. on Monday 29th July 2019.

Time concluded: 12.20p.m.