

Report from PCSO

A report had been received and circulated.

Planning Matters:

A list of Planning Applications was circulated as Appendix A with the agenda, those requiring a response were:

[14/00906/CONA/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge of conditions: 33 & 34

The Parish Council is to look at this application further

[14/00906/CONB/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge of conditions: 47, 48 & 49

The Parish Council is to look at this application further

[14/00906/CONC/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge of condition 23

The Parish Council is to look at this application further

[14/00906/COND/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge of conditions: 8, 9 & 30

The Parish Council is to look at this application further

[14/00906/CONE/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge conditions 18, 19, 20, 22, 25

The Parish Council is to look at this application further

[14/00906/CONF/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Discharge of conditions: 40, 44 & 46

The Parish Council is to look at this application further

[19/00579/AS](#)

Land On The North Side Of, Highfield Lane, Sevington, Kent
Approval of the appearance, landscaping, layout and scale of the 'Phase 1A works' being the works comprising the estate roads, the sustainable drainage system embedded within open space and the landscaping and layout of that open space (including measures specifically designed for ecological/biodiversity enhancement purposes within that open space)

The Parish Council raised objections in the strongest terms as the path is the boundary. The Parish Council is to request a meeting with the Planning Officer, this must be a bridlepath, and it is in the Parish Plan.

[19/00604/AS](#)

9 The Street, Mersham, Ashford, Kent, TN25 6NA
Removal of rotten pine floor boards and concrete sub floor in living room (roughly 9msq) and installation of new suspended floor, air bricks, electric under floor heating and engineered wood rustic style floor boards. Also installation of French drain across from the front of the property to prevent penetrating damp. Removal of under stairs cupboard door and plaster board wall to increase kitchen space for fridge and freezer. Removal of quarry tiles flooring and installation of electric under floor heating and new limestone floor in kitchen

The Parish Council raised no objections to this application.

TB

[19/00608/AS](#)

9 The Street, Mersham, Ashford, Kent, TN25 6NA

Replace existing flat roof on side extension with Firestone EPDM Rubber Roof. Replacement of rotten existing fascias with new wooden alternative

The Parish Council raised no objections to this application.

[19/00620/AS](#)

Swevening, Kingsford Street, Mersham, Ashford, Kent, TN25 6NZ

Single storey rear extension

The Parish Council raised no objections to this application but requests that the officer takes into consideration any comments raised by the neighbours.

[19/00629/AS](#)

Pattison, Cheesemans Green Lane, Sevington, Ashford, Kent, TN24 0LL

Renewal of lapsed planning permission 15/01350/AS for two-storey side extension

The Parish Council raised no objections to this application.

[19/00611/AS](#)

Stone Green Hall, Flood Street, Mersham, Ashford, Kent, TN25 7HE

Removal and Replacement of 11 no. upvc windows with single glazed softwood painted windows to Cottage. Replacement upvc front door with softwood painted/glazed door to Cottage. Replacement of existing roof light with single glazed conservation roof light to rear of Stone Green Hall. Replacement upvc door, windows and roof to Boot Room with timber/glazed. Replacement of plastic roof light to Boiler Room flat roof with conservation roof light.

The Parish Council raised no objections to this application.

Financial Matters

- a. To approve the following financial documents:
 - i. To receive the report from the Internal Auditor.
The Internal Auditors Report was received with no comments.
 - ii. To approve the Annual Governance Statement 2018/19 by Resolution
The Parish Council resolved to approve the Annual Governance Statement 2018/19
 - iii. To consider the Accounting Statements 2018/19
The Parish Council considered the Accounting Statement 2018/19
 - iv. To approve Accounting Statements 2018/19 by resolution
The Parish Council resolved to approve the Accounting Statements 2018/19
 - v. To ensure the Accounting Statements 2018/19 are signed and dated by the person presiding at the meeting
The Accounting Statements 2018/19 were signed and dated by the Chairman.
- b. To note/authorise the following:
 - i. To note the Parish Council's Financial position
The Parish Council bank balance as at 15/05/2019 was £22458.54.
 - ii. To authorise any payments

Cheque No:	Payee	Amount
501924	Village Caretaker	£5000.00
501925	KALC – Annual Membership	£ 669.86
501926	Mersham PCC	£ 100.00
501927	J Smallwood – Internal Audit	£ 65.00
501928	KALC – Training Workshop	£ 10.80

501929	Mr Thomas Saint – Sevington Litterpicker	£ 78.93
501930	Mr I King – Mersham litterpicker	£ 119.86
501931	Mrs T Block – Clerks salary	£ 468.12

There is excess in reserves, must increase the precept at the next budget. If the split occurs, there will have to be 2 financial models and a plan for where it starts.

A copy of the budget v expenditure was distributed to all Councillors.

To review the Financial Regulations, Standing Orders, Asset Register and the Risk Assessment, and confirm any arrangements for insurance cover in respect of all insured risks

The Parish Council reviewed the Financial regulations, Asset Register and Risk Assessment and also noted the new Standing Orders. It was agreed to adopt these.

Review of the Council's and/or staff subscriptions to other bodies, i.e. KALC

The Parish Council reviewed its subscriptions to ACRK and KALC and agreed that it is very happy to continue with its membership.

Review of the Council's Complaints Procedure

The Parish Council reviewed the Complaints procedure and agreed no changes are necessary.

Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21);

The Parish Council reviewed the Freedom of Information policy and agreed that no changes were necessary at this time. The Clerk circulated a Data Audit.

Review of the Council's policy for dealing with the press/media

The Council reviewed its policy for dealing with the press/media and agreed no changes were necessary at this time.

To consider any changes to the Risk Assessment

The Risk Assessment is to be amended to read – dogs are not encouraged but, if attending an event, dogs MUST be kept on a short static leash. All dogs have to be controlled at all times.

It was agreed that the Fete committee need to provide the Parish Council with a copy of the Risk Assessment.

Resignation of the Sevington Litterpicker

It was noted that the Sevington Litterpicker has resigned. Cllr Oakley-Hills had sent an email thanking him for his hard work. A new litterpicker will be sought; the Clerk is to ask Mr Botfield to put a notice up in Sevington to advertise the vacancy.

To consider Parish Council communication

It was agreed that the Clerk would create email addresses for all of the Councillors that will be Parish Council only. As a form of communication, it was felt that Facebook should be used more, Cllr Murphy is to discuss with Great Chart Parish Council.

Separation of the parishes

All of the Parish Councillors agree that both parishes are best served by separation. Sarah Hartles, Legal department of ABC has offered a meeting to discuss this, all would like to be in attendance.

The reasons for separation need to be consolidated, the Clerk is to circulate the reasons on file. The Clerk is to ask for each of the ward house numbers and also to find the precepting formula that is applied.

Any Other Business

Cllr Turley circulated the Caretaker finances as at 1st April 2019.

Garden waste is being left on the JPF Cllr Turley is to draft a leaflet to be put through doors asking for this to cease.

It was suggested that the vandalised bus stop, the millennium green and a village sign could be added to the S106 money request.

Cllr Oakley-Hills reported that she had attended a meeting with Amanda Scott regarding the Sevington Play Area, out of the 5 quotes received for the work, there was one chosen and the procurement stage is underway, looking to start so it will be completed in August. The Sizzle is no longer taking place. The Kent Wildlife Trust will be running a wildlife day in September.

The vacancies on the Council will be advertised using social media and posters with the intention to co-opt in June if possible.

In order to engage properly with Finberry, a meeting was suggested. It was agreed that the Clerk would contact Crest Nicholson to ask if it would be possible to hire a room somewhere on Finberry in order to discuss the issues that are relevant to the residents on Finberry. The Council are looking to meet for an hour one evening in June, a Tuesday or Wednesday would be best.

Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council

Monday 17th June 2019

Monday 15th July 2019

Monday 16th September 2019

Monday 14th October 2019

Monday 18th November 2019

Monday 20th January 2020

Monday 17th February 2020

Monday 16th March 2020

Monday 13th April 2020

Monday 18th May 2020

The meeting closed at 10.40pm