



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall, Rolvenden on 15th December 2022 at 7.30pm.

Present: Cllr Mrs D Curtain (Chairman), Cllr S Bryant, Cllr N Cackett, Cllr Mrs F May, and Cllr Mrs T Turner

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Officer.

Also present: Cllr K Walder (Ashford Borough Council) 1 member of the public.

819. Apologies for absence:

Cllr E Barham, Cllr A Johnstone, Cllr Mrs I Newman and Cllr Mrs L Walker.

820. Declarations of Interest:

1. Declarations of Members' Disclosable Pecuniary Interests:

None.

2. Declarations of Members' Other Significant Interests:

Cllr Mrs F May, Secretary Rolvenden Village Hall,
Cllr Mrs D Curtain, Trustee of War Memorial Trust.

3. Declarations of Members' Other Interests:

None

821. Public participation:

There were no public submissions.

Cllr Walder reported that the Government's proposals under the Levelling up Bill will mean that the Borough Council will no longer be subject to a five year land supply and a greater flexibility on housing numbers. Borough Councillors are due to meet to discuss the implications of this.

822. Minutes:

The minutes of the Parish Council meeting held on Thursday 17th November were submitted, agreed as a true record and signed by the Chairman.

823. Planning:

There were no planning applications to be considered.

824. Rolvenden Club:

Nothing to report.

825. Finance:

Schedule of payments

Tompsett landscaping	£117.60 (VAT £19.60)
Litter picking	£120.00

Staff costs	£1,113.04
Hole Park	£595.45 (VAT £99.24)
Playsafety	£193.20 (VAT £32.20)
Care Bears Xmas	£200.00.

From January proposals are being put in place to offer a “warm hub” at “The Star” where there will be company and heating for anyone in need. The Church are looking at some funding to cover the cost of hot drinks.

Cllr Mrs Curtain verified the entries through the bank account.

Resolved:

- 1. To authorise the payment of the items in the schedule of payments.**
- 2. To receive and note report RPC/22/13**
- 3. To receive and acknowledge the financial movements for the period 1st April 2022 to 30th November 2022.**

826. Budget 2023 / 2024:

Report RPC/22/14 concludes the budget-making process for the financial year 2023 / 24 and makes recommendations to enable the Parish Council to set its Precept for 2023 / 24 and to notify the tax collecting authority, Ashford Borough Council, in accordance with statutory legislation before 6th January 2023.

Resolved:

- 1. To receive and note Report RPC/22/14**
- 2. To determine the Parish Council’s budget for 2023 / 2024 as set out in the appendix.**
- 3. To confirm the Precept for 2023 / 24 in accordance with the provisions in Sections 39, 41 and 50 of the Local Government Finance Act 1992.**
- 4. To authorise the Parish Clerk and Responsible Financial Officer of the Parish Council to sign the Precept demand on Ashford Borough Council.**

827. External Audit:

Smaller Authorities Audit Appointments (SAAA) is the independent sector led organisation responsible for the appointment and contract management of external auditors to smaller authorities since the Local Audit and Accountability Act 2014 established new arrangements for the accountability and audit of local public bodies in England. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million. Under the Local Audit (Smaller Authorities) Regulations 2015. SAAA is responsible for appointing external auditors to all opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed firms.

SAAA has appointed an external auditor to the authority for the 5-year appointing period from 2022-23 until 2026-2 following a procurement exercise to appoint auditors to each contract area from April 2022. The current appointed auditor, PKF Littlejohn LLP, will conclude any outstanding work on the 2021-22 Annual Governance and Accountability Returns and the new appointed auditor will be responsible for the arrangements in respect of the 2022-23 AGAR process onwards.

The auditor that has been appointed for 2022-23 to 2026-27 is Mazars LLP who are based in Newcastle Upon Tyne.

828. Highways Improvement Plan:

KCC Highways has recently been restructured and a review of Highways Improvement Plans is currently being undertaken. This has entailed transferring the plan to a new template, a meeting is being arranged with KCC Highways to take forward.

829. Tenterden Climate Action Plan:

Tenterden Town Council has recently published a draft Climate Action Plan and is holding a consultation into its proposals. As a neighbouring parish the council is invited to participate.

The Chairman will respond.

830. Southern Water:

Southern Water are consulting on their draft Water Resources Management Plan. It's really important they hear from their customers and stakeholders, which is why they are consulting on their plan until February next year. You can read the full plan and supporting information, and find out how to have your say at [Water Resources Management Plan \(southernwater.co.uk\)](http://southernwater.co.uk)

831. Kent Fire & Rescue Service Safety and Wellbeing Plan:

Kent Fire & Rescue are consulting on their plan which can be accessed online, the Parish Council are not responding however individuals can if they wish.

832. Other items for information:

It was reported that the power has been turned off at the Ewe & Lamb which affects the defibrillator. The brewery will be contacted.

There being no further business the meeting closed at 8:05pm

Appendix.

Agreed budget for the financial year 2023 / 2024

Audit	£600.00
Bank Charges	£72.00
Contingency	£3,904.00
Defibrillator	£300.00
Donations	£100.00
Grounds maintenance	£13,000.00
Insurance	£900.00
Coronation	£500.00
Meetings	£200.00
Phone box	£150.00
Postage	£20.00
Staff costs	£14,000.00
Stationery	£200.00
Subscriptions	£900.00
Training	£400.00
Xmas tree	£200.00
Village Hall Insurance	£900.00
Total	£36,346.00
Precept	£33,786.00
Churchyard maintenance	£2,320.00
War Memorial Maintenance	£240.00
Total	£36,346.00
Tax base	714
Band D equivalent	£47.32
Weekly equivalent	91p