

Luddesdown Parish Council

Email: clerk@luddesdown-pc.gov.uk Website: www.luddesdown-pc.gov.uk



Minutes of a meeting of Luddesdown Parish Council held on Monday 15th July 2024 at 7:30pm in Luddesdown Village Hall

Members Present:

Cllr P Crow
Cllr L Martin
Cllr M Newnes
Cllr J Rossouw

In Attendance:

Charles Amis – Clerk & Responsible Financial Officer
One member of the public

Item 1: **Apologies for Absence: To receive and accept apologies**

F.C. 1 Cllr Samir Jassal, Cllr Dakota Dibben

Item 2: **Declarations of Members' Interests: To receive declarations of pecuniary and non-pecuniary interests for this meeting**

F.C. 2 There were no declarations of interest.

Item 3: **To approve minutes of the previous Annual Parish Council meeting held on 20.05.23 and 20.11.23**

F.C. 3 It was agreed to approve the minutes of the Annual Parish Council meeting held on 20.05.23 and the Extraordinary Full Council Meeting held on 27.06.24.

PROPOSED: Cllr Newnes. SECONDED: Cllr Rossouw. All in favour.

Item 4: **To elect a new Chair to Luddesdown Parish Council**

F.C. 4 The previous Chair, Cllr Price, had resigned as the Chair and as a Parish Councillor. Cllr Crow was elected as the new Chair. All in favour.

Item 5: **Silverhand: Update on the Lion PH**

F.C. 5 Silverhand plan to upgrade the Golden Lion PH and have recruited a new chef to enhance the current food offering. The plans include an extension for the new restaurant which will be built in the style of an orangery. The Golden Lion PH will remain open whilst the works take place. The plans an increase of up to 45 car parking spaces with separate vehicle entrance and exits. Silverhand will keep the Golden Lion PH as a public house for the community. Silverhand are hoping to receive planning permission this year and would like the work to start this year but it is likely that the work will start in 2025.

Item 6: **Public Session & External Reports**

4.1 **Public Session**

- F.C. 6** A local resident said the brown tourist sign, which points to Luddesdown Parish Church on the corner of Luddesdown Road and Cutter Ridge Road was lying on the ground. **Action:** Clerk to report to KCC.
- F.C. 7** A parishioner asked if Luddesdown Parish Council had been consulted about the Cobham House Vineyard at Gold Street as the proposed development could affect Luddesdown Parish. Cllr Crow had attended several meetings including with the local press. The proposed storage and bottling plant will be nine metres high. The local residents had launched a petition and a judicial review. They had been working with Cobham Parish Council. GBC Planning Department will be making a decision this week.
- F.C. 8** Luddesdown Church had received a grant of £1400 towards the cutting of grass around the churchyard. The churchyard receives up to 15 cuts per year. The triangular green at the entrance to Luddesdown Church is designated common land. It was asked if Luddesdown Parish Council should support the maintenance for the war memorial at Luddesdown Churchyard. **Action:** Janet Weaver to send the clerk an old grant application form. Clerk to seek advice from KALC and SLCC if LPC should be providing a grant to the church. Clerk to find out the population of Luddesdown Parish.

4.2 Borough Councillors and County Councillor

- F.C. 9** There was no Borough Cllr or County Cllr present. It was announced that following the 2024 General Election Gravesham's new MP is Dr Lauren Sullivan.

4.3 Police and Community Warden

- F.C. 10** There was no Police or Community Warden present. **Action:** Clerk to ask PC Jo Hammond for a crime report.

Item 7: Clerk's Report: To receive a report of items for information from the Clerk

- F.C. 11** The Clerk had no items to report at this meeting.

Item 8: Council Finance

6.1 Schedule of Payments: To approve the schedule of payments up to 15.07.24, in accordance with Financial Regulation 5.2

- F.C. 12** The following cheques were signed at the meeting.

Clerk's Mileage £12.87
 KALC subscription £170.71
 Internal Auditor for 2023/24 AGAR £98.80
 Clerk's Salary for April, May and June £1,029.60

6.2 Receipts & Payments Report: To note the receipts and payments report up to 15.07.24

- F.C. 13** The R&P report was circulated after the meeting. **Action:** Clerk to send a thank you email to the Internal Auditor.

6.3 Bank Statement: To receive the bank statement as of 15.07.24

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F.C. 14 The Unity bank statement as of 15.07.24 was noted. Everyone was in agreement.

6.4 Insurance

Action: Clerk to seek the most reasonable quote for parish council's insurance. Clerk to compare insurance quote with Cobham Parish Council's quote.

Item 9 Highways Improvement Plan

F.C. 15 The road surface at Lockyers Hill and Luxon Road is breaking up and there are many pot holes. Parts of Henley Street are subsiding and the surface is breaking up by the Recreation Ground. The fencing by the pond needs to be repaired. The Henley Street sign by the Golden Lion PH also needs replacing.

It was asked if the owner of Cobham House Vineyard could install a mirror. The 7.5 tonne HGV weight limit signs had been removed from the junction with Gold Street and Sole Street. **Action:** Clerk to arrange a Zoom Meeting with Michelle Norris to discuss the Highways Improvement Plan.

Item 10: Items for Information: To receive reports from all councillors for noting only

F.C. 16 The following items were noted:

- Action: Cllr Martin agreed to ask Silverhand to remove the ragwort
- Luddesdown Parish Council needs to set up an emergency plan for the parish.

Item 11: Scheme of Delegation

F.C. 17 The limit for the scheme of delegation is £100. **Action:** Cllr Price to send the Scheme of Delegation used by Meopham Parish Council.

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press are asked to leave the meeting.

Item 12: Unity Trust Bank

F.C. 18 The Clerk was still waiting for their login details. **Action:** Clerk to write to the Unity Trust Bank for Cllr Newnes and Cllr Rosseuw to sign.

Item 13: Clerk's Salary and contract

F.C. 19 All of the Parish Councillors agreed that the clerk's hours would remain at five hours per week and the clerk's salary would be £17.16 per hour. The Clerk will be drafting a contract of employment. The Clerk had received training from MI Payroll on how to use Basic Tools when declaring salary and tax to HMRC.

The meeting closed at 8:58pm