

LUDESDOWN PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 20 MAY 2013
AT THE VILLAGE HALL, LUDESDOWN AT 7.30 pm**

PRESENT:	Cllr Mrs Mandie Jones	In the chair	Item 1
	Cllr Chris Mileson	Chairman	From item 2
	Cllr Paul Gillard		
	Cllr Mrs Sally Stanier		
	Mrs Roxana Brammer	Clerk	
In attendance	Cllr Bryan Sweetland	Kent County Council	
	Cllr Alex Moore	Gravesham Borough Council	

Item

Action point

Minute number 2013/14

1 ELECTION OF CHAIRMAN

1 It was proposed by Cllr Mrs Stanier, seconded by Cllr Gillard and agreed that Cllr Mileson be Chairman for the year. Cllr Mrs Stanier proposed a vote of thanks to Cllr Mrs Jones for her work over the years.

2 CHAIRMAN'S DECLARATION OF OFFICE

2 Cllr Mileson signed his Declaration of Acceptance of Office before the Proper Officer of the Council.

3 ELECTION OF VICE-CHAIRMAN

3 It was proposed by Cllr Mrs Stanier, seconded by Cllr Mrs Jones and agreed that Cllr Gillard be Vice-chairman for the year.

4 VICE-CHAIRMAN'S DECLARATION OF OFFICE

4 Cllr Gillard signed his Declaration of Acceptance of Office before the Proper Officer of the Council.

5 APOLOGIES

5 An apology for absence was received from Cllr Nick Rogers, which was accepted by the council.

6 DECLARATIONS OF INTEREST

6 None.

7 APPOINTMENT OF REPRESENTATIVES

7 a Environment

Cllr Gillard
Cllr Mrs Stanier

8 **b Public Rights of Way**

Cllr Mrs Stanier

9 **c Recreation Ground**

Cllr Mrs Stanier

10 **d GBC Transport Panel**

Cllr Mileson

11 **e KALC Gravesham Area Committee**

Cllr Rogers

Cllr Gillard

12 **f NHS**

Cllr Mrs Jones

8 MINUTES OF THE MEETING HELD ON 14 JANUARY 2013

13 It was proposed by Cllr Gillard, seconded by Cllr Mrs Stanier and agreed that the minutes of the meeting held on 14 January 2013 be signed as a true record.

9 MATTERS ARISING14 **a Clerk to the Council**

It was agreed that the Chairman should send a letter of thanks to Mrs Beresford, who had resigned as Clerk from 31st March 2013.

15 **b Recreation Ground**

Cllr Mrs Stanier reported on the bench in the Recreation Ground. She had been in discussions with Gravesham Borough Council who had offered to supply and install a bench similar to those in Camer Park The cost would be £412, with an installation cost over about £100. It was agreed to proceed with this and Cllr Mrs Stanier offered to deal with the matter. She also reported that the Borough Council was not keen to replace the swings, which were rather old and which had not had much use; however a resident had mentioned they wanted them back. SS

The Chairman then suspended the meeting to allow the County and Borough Councillors to speak.

Cllr Sweetland said that the first meeting of the new council was on 23rd May. The Conservative Party now had a majority of 6 and the United Kingdom Independence Party was the official opposition. There was a need to change the way in which services were provided and £340m savings had to be made over 4 years. He then gave some figures. He said he had heard they should expect a further 2 years of savings to be made after that. They were moving to a commissioning basis for services. He would no longer be responsible for the roads and would move to concentrate on the commercial aspects of the Council. He mentioned the proposals for a third Thames crossing. Consultation would be announced, with a Government decision in the autumn. There would be an information day held at Gravesend Library on 22nd June. The County was trying to keep up with road repairs but it was difficult. The Chairman enquired whether the work on the North Downs Way was finished and Cllr Sweetland replied that it was and that the Community Payback team was also doing good work on the public rights of way.

Cllr Moore said that the planning application for the Gravesend Heritage Quarter had been approved through a casting vote but the application would have to go to the Secretary of State. He said that each Borough Councillor had a fund of £1,500 to spend in their ward on a first come, first served basis, but applications had to be ratified by the Council. When he had them, he would forward details to the Clerk.

The Chairman thanked Cllrs Sweetland and Moore and reconvened the meeting.

10 PLANNING

16 a Applications

None.

17 b Decisions

The decision as listed on Appendix A was noted. It was reported an enforcement notice had been sent and the applicant had until 12th July to remove the structure, unless he appealed.

c Appeals and Other Matters

18 i Great Buckland Farm

It was reported that enforcement was monitoring the situation. It was understood from Cllr Moore that he would chase this up.

19 ii Holborough Wood

The letter from the Forestry Commission was noted.

11 FINANCE

20 a Bank Mandate

It was agreed that Cllr Dalton and Mrs Beresford should be removed from the bank mandate and that Cllr Rogers and Mrs Brammer be added. *RB*

21 b Cheques Signed Since the Last Meeting

The cheques signed since the last meeting as listed on Appendix B were ratified.

22 c Insurance

Quotations had been received from Aon for £376 and from Zurich for £234.14. It was proposed by Cllr Gillard, seconded by Cllr Mrs Jones and agreed the quotation from Zurich be accepted (cheque 461).

d Subscriptions

23 i KALC

It was proposed by Cllr Mrs Jones, seconded by Cllr Gillard and agreed the subscription to KALC for 2013/14 be paid (cheque 462).

24 **ii Action with Communities in Rural Kent**

It was proposed by Cllr Mrs Jones, seconded by Cllr Mrs Stanier and agreed the Council join Action with Communities in Rural Kent , subscription £35 (cheque 463).

25 **c Accounts for Payment**

It was proposed by Cllr Mileson, seconded by Cllr Mrs Jones and agreed the accounts for payment (cheques 455 – 463) as listed in Appendix B be approved.

26 **d Accounts 2012/13**

It was proposed by Cllr Mrs Jones, seconded by Cllr Gillard and agreed the accounts for the year to 31st March 2013 be approved by the Council and signed by the Chairman and Responsible Financial Officer.

27 **e Internal Audit**

The report of the internal auditor was received. It was noted nothing had been brought to the Council's attention.

28 **f Annual Audit Return Statement of Accounts for 2012/13**

It was proposed by Cllr Gillard, seconded by Cllr Mrs Stanier and agreed the audit return statement of accounts be signed by the Chairman and Responsible Financial Officer.

29 **g Annual Audit Return Governance Statement for 2012/13**

The Council considered the annual return governance statement. It was proposed by Cllr Mrs Stanier, seconded by Cllr Mrs Jones and agreed the governance statement for the year to 31st March 2013 be signed by the Chairman and Clerk.

16 GRANT APPLICATIONS

30 **a Luddesdown Rights of Way Group**

It was agreed a grant of £50 be made under S 19 of the Miscellaneous Provisions Act 1976 (cheque 456).

31 **b Luddesdown Parochial Church Council**

It was agreed a grant of £60 be made under S 137 of the LGA 1972 (cheque 457).

32 **c Luddesdown Parochial Church Council**

It was agreed a grant of £1,200 be made for grass cutting under S 215 of the LGA 1972 (cheque 458).

33 **d Luddesdown Village Hall**

It was agreed a grant of £300 be made under S 19 of the Miscellaneous Provisions Act 1976 (cheque 459).

13 WEBSITE

34 Cllr Mileson said he did not have enough time to keep the website up to date and it

was agreed the Clerk should take this over. Peter Adams of the Rights of Way Group had some photographs which could be added.

14 DATES OF MEETINGS 2013/14

35 It was agreed dates of meetings for the year 2013/14 be as follows:

Monday 15 July
Monday 16 September
Monday 21 October (Budget meeting)
Monday 18 November
Monday 20 January 2014
Annual Parish Meeting (Assembly) Monday 17 March
Annual Parish Council Meeting Monday 19 May

All dates the third Monday of the month.

15 CONSULTATION

36 No documents received.

16 CORRESPONDENCE

37 **a Kent Fire & Rescue Service**

The letter about fire hydrants was noted and the maps circulated.

38 **b Meopham Parish Council**

The invitation to Meopham Parish Council's annual parish meeting was received.

39 **c The Lost Village of Dode**

A Freedom of Information Act request dated 9th May had been received from the owner of Dode Church for minutes of a report of an accident to a cyclist between 2006 and the present date. Due to the change of clerk the letter had not reached the Council until the evening of the meeting. The Clerk would look through the minutes and Cllr Mileson would draft a reply.

*RB,
CM*

17 REPORTS AND CIRCULARS

40 The reports and circulars as listed on the agenda were received.

18 ANY OTHER BUSINESS

41 **a Telephone Service**

Cllr Mileson said he had had a problem with his telephone and the engineer had told him that more lines would have to be renewed. Many complaints had been made and there was concern that vulnerable residents would not be able to access services in emergencies, especially as the area had poor mobile reception.

The Chairman closed the meeting at 9.40 pm

SignedChairman

On theday of2013