*Hougham Without Parish Council*

*13 Victoria Road,*

*Capel-le-ferne, CT18 7LR*

*Email:* *cathy.finnis@googlemail.com*

**Minutes of the Meeting**

Tuesday 12th December 2017

Present:

Cllr Andrew Finnis (Chairman) AF

Cllr Jodie Lamb (Vice-Chairman) JL

Cllr Eddie Collins EC

Cllr Dave Ash DA

Cllr Don Taylor DT

Clerk Cathy Finnis CF *(who wrote these minutes)*

Apologies:

Barry Barton

Chris Bryan

**17/73 To receive apologies for absence**. Received from Cllrs Barton and Bryan with previous engagements.

**17/74 To identify and Members Interests.** None made.

**17/75 To hear questions from the public.** None in attendance.

**17/76 To agree on planning applications received.**

1. **DOV/17/01259, change of use of ancillary residential building to holiday accommodation**

**(retrospective application) at Spitfire Barn, Orchard House, Lowslip Hill, West Hougham.**

The Council **RESOLVED** to support this application. *Action – Clerk to add this to the DDC Planning Portal.*

1. **DOV/17/01381, erection of front and rear dormer roof extensions and roof terrace with screening at Linsan, 22 Lady Garne Road, West Hougham.**

The Council **RESOLVED** to support this application. *Action – Clerk to add this to the DDC Planning Portal.*

**17/77 To review council’s risk assessment audit policy for Finance and Administration**

The Risk assessment was completed with actions detailed within the document.

**17/78 To agree payments as presented**

* Dover, Deal and District Citizen’s Advice £100-00
* Kent, Surrey and Sussex Air Ambulance £250-00
* KALC training (2 councillors, 1 clerk) on GDPR £108-00

Meeting closed at 20.30 by Cllr Finnis

Note: Post meeting item from Clerk re earlier pension proposal - Proposal accepted - date live from 21st October 2017 – Action CF to contact payroll.

The next scheduled meeting of Hougham Parish Council is due on 9th January 2017, at Hougham Village Hall, and will be confirmed during the week before.