*Hougham Without Parish Council*

*13 Victoria Road, Capel-le-ferne, CT18 7LR*

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Tuesday 8th January 2019, at 7.30pm

Councillors present:

Cllr Finnis (AF) Chairman

Cllr Lamb (JL) Vice-chairman

Cllr Bryant (CB)

Cllr Collins (EC)

Cllr Don Taylor (DT)

KCC Cllr Lymer (GL)

Clerk to the Council /RFO Finnis (CF)

Councillor’s apologies

Cllr Barton (BB)

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**18/75 To receive apologies for absence,**

Cllr Barton

**18/76 To identify any member’s interests,**

None identified*.*

**18/77 To hear questions from the public**

There were no members of the public present.

**18/78 To confirm the minutes of the meetings held on 13th November.**

It was RESOLVED that the minutes were a true and accurate record of the meeting and signed as such by Cllr Finnis.

**18/79 To consider matters arising from the minutes in item 4.**

There were no matters arising.

**18/80 To review councillor’s reports: -**

1. **County and District Councillor reports**

KCC Councillor Geoff Lymer

* **Drainage**
* KCC Highways is committing additional resources by recruiting more drainage engineers in. helping to ensure the 250,000 drains are kept as clear as possible
* **Footways**
* The Cabinet member has asked for a programme of works to be set out in the coming 12 months specifically to clear footways of overgrowth and other incursions, especially from mud and earth from adjacent embankments. These incursions, which can reduce the width of pavements, make them difficult to negotiate for those with pushchairs, wheelchairs or mobility scooters to navigate them safely. This work will also highlight those areas in need of repair.
* **Highways Inspectors**
* KCC Highways will be employing more highways inspectors in the coming months to ensure that repairs to Highways are carried out to a good standard. This is particularly important, given the additional works that will be done, because of the welcomed increased budgets KCC has secured for Highways repairs.
* **Brexit**
* KCC has been successful in gaining £29m in one-off grant funding from government to assist in preparing Kent's highways for a no-deal Brexit. Works to a range of major routes on some of KCC's networks including the A20, A299, A256 and A25, will be carried out between now and March 29 to help ensure they are in the best possible condition to deal with any additional traffic that may use our roads as a result of a no-deal Brexit. However, Highways England maintains some routes such as the A256, the A20, so I wonder whether KCC will receive the full £29m.
* **Manston**
* The Dft has carried out two test runs with approximately 100 HGVs on the morning of the 7 January from Manston Airport to Dover. KCC is awaiting feedback on those trials from Dft, Highways England, Kent Police and KCC own officers.
* **Potholes**
* New pothole blitz contracts are being awarded. The Cabinet member has asked that KCC Highways resume the weekly pothole and patching reports. KCC will start a running total from 1 January.
* Waste Transfer Stations were running at capacity last week, as bin collections, delayed over Christmas and New Year, started to feed into the system. By way of example, last week KCC was sending 2,400 tonnes per day to Allington, which has a capacity for 1,500 per day. The waste is being stored there until it can be incinerated. However, officers expect things will get back to normal by the middle of this week.
* Due to trying to save money on this years budget the County Councillor's highways fund will be reduced to £15,000 for the next financial year.

1. **Financial report (Cllr Barton)**

The report from BB was tabled and stated that all entries bar one had been reconciled between the bank statements and the cashbook. The one item was cheque No 413 for £30.31, which did not appear in the cashbook but did appeared on the bank statement. As BB had sent his apologies AF had emailed him before the meeting to explain what he had found, this was that cheque No 412 had been cancelled and replaced with Cheque 413 but the cashbook entry had not been updated with the new number. The number had now been changed in the cashbook to correct this.

1. **Village Green: – Weekly Inspection reports.**

Simon Withey (letter from Simon to the Council read out).

* Increase to £50 from £40 a month RESOLVED by the Council. Starting from January 2019. Action: Clerk to write to Mr Withey.
* Need for new signage within the green. Action: Cllr Finnis
* People are possibly using the dog waste bins on the village green to bin their own household dog waste – this is not acceptable. A notice to be placed into the Hougham Herald. Action: Cllr Finnis with his report.

1. **Skip site waste clearance progress.**

**(**Email received from Kerrie Roche, Waste Regulatory Specialist & KSLES Fire Prevention Plan SPoC)

**‘**An enforcement notice was issued to the permit holders of Plant Hire Solutions at West Hougham which required the reduction of waste stored on site to the 40m3 tonnage limit specified in the environmental permit for the site by 19th December 2018. This has not been complied with. The permit holders have requested an extension to the enforcement notice, which I have refused to grant. Instead I will delay making an enforcement decision until after 31st January 2019. In the meantime it is in the interest of the operators to reduce the waste on site to within the permitted tonnage to avoid escalation of our enforcement action.  
  
The site has registered a U1 exemption with the EA, which is separate from the environmental permit and allows for the storage and use of 1000 tonnes of soil for a specified purpose e.g. creation of soil bund. However, if the terms of the U1 exemption are not being met, this may lead to separate enforcement action. The operator has said that they wish to reduce the soil volumes on site but at the moment receiving sites are too wet to send soil to. However, I will inspect whether the terms of the U1 are being met during my next inspection to the site.’

**18/81 To agree the council’s five-year budget plan.**

The Council noted the plan and it was used to inform council in the precept setting (minute 18/82)

**18/82 To agree the parish precept for 2019/20.**

The council RESOLVED to increase the precept by 6% to (£9857 which is an increase of £3.06 on a Band D property). *Action – precept form to be returned to DDC (Clerk/AF)*

*Cllr Taylor exited the meeting.*

**18/83 To agree date for the 2019 Annual Village Meeting.**

It was RESOLVED to be on Tuesday 7th May at 8pm (it will need to be publicised in Hougham Herald Hougham website and noticeboards) *Action – Clerk and AF*

**18/84 To agree action on planning applications received, including (a) Notification of Appeal made to the refused decision on DOV/17/00950 - siting of a static caravan for residential use to land at side and rear of The Royal Oak public house, Capel-le-ferne.**

No action.

**18/85 To agree renewal of grant for Newsletter printing.**

The Council **RESOLVED** to pay the editor Anne Turner £192.20 which is owed to her plus 3 months at £38 per month = £306.20

**18/86 To receive and distribute council’s correspondence.**

* 2 x Clerks and Council’s Direct
* Email from Alice Fey (DDC) regarding new planning website
* Email from the Monitoring Officer DDC advising that Dave Randall has stepped down from his role.
* Thank you for the two grants made from Dover and Deal Citizen’s Advice and Kent Air Ambulance.
* NALC/SLCC National Salary Award for Clerks agreed. Council RESOLVED to implement as agreed at national levels. Clerk (currently £10.739 per hour) to be back paid from April 2018 (£10.953 per hour) and from April 2019 (£11.22 per hour)

**18/87 To agree payments: -**

* Clerk wages and office allowance tba
* County Taxis – Nov £48 & Dec £60 £108.00
* Village Green Inspection Nov/Dec. S.Withey £80.00
* Payroll Masters Fees £17.97
* HMRC PAYE £128.60
* Newsletter grant £306.20

Meeting was closed by AF at 8.45 pm.

The next scheduled meeting of Hougham Parish Council is due on Tuesday 12th March 2019, at Hougham Village Hall, and will be confirmed during the week before.