Hougham Without Parish Council

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**Tuesday 20th December, 7.30pm**

**Minutes of the Meeting**

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Present:

Cllr Chris Bryan (CB)

Cllr Jodie Milner (JM)

Cllr Christine Peel (CP)

Cllr Kevin Pigott (KP)

Clerk, Cathy Finnis (CF)

Apologies:

Cllr Don Taylor (DT)

District Cllr Martin Hibbert (MH)

22/42 **To receive apologies** Don Taylor and Martin Hibbert

22/43 To identify any member’s interests There were none identified

22/44 To hear questions from the public none There were no questions

22/45 **To agree the minutes of the meeting held on** **Tuesday 18th October 2022**. The meeting minutes were **RESOLVED** to be an accurate and true representation of the meeting, and signed as such.

22/46 To consider matters arising from meeting Tuesday 18th October 2022.

There are no additional matters to consider outside of the agenda in this meeting.

22/47 To review councillor’s reports.

* Castle View Farm – caravan. Cllr Peel reported this as temporary as there is work being done on the property. The caravan will depart once the work has been completed.

22/48 To consider planning application

* 22/01511: Wellington Fields, Lowslip Hill, West Hougham

There is previous planning application approved on this property.

The Council **RESOLVED** to not support the application on the basis that it sets a potential precedent for further development outside the village envelope an don areas of AONB. *Action: CF to enter onto the DDC planning website.*

22/49 **To agree on defibrillator model**, including provider and locations, and receipt of items.

Elms Vale in yellow phone box, Defibs for Dover – charity organisation. JM approached and received these answers.

* Who purchase from – AED donate and cost £1449 includes the casing
* Installation cost – AED donate can add to cost
* Inform 999 services – AED donate do it or can add yourself to network
* Electrician – RS Electrical provided free of charge
* Installed to wall – external casing made to withstand the elements
* Into phonebox – use electricity which provides the heating, which only comes on to keep the battery and defib from freezing
* Areas rules – can be placed everywhere

JM suggested signage.

Chris spoke to London Hearts – quote is £2596.00 and the Village Hall is in agreement to place on the outside of their hall. The Council RESOLVED to order the London Hearts £2596.00 and it will be delivered to KP.

Action: CB to contact DDC re installation advice. CF to order from London Hearts to KP.

22/50 Hougham Village Hall grant application for newsletter funding.

CB outlined the request for funding.

The yearly costs as quotes are:

1. £3959.76 (Folkestone)
2. £2,640 (RK)
3. £2,700 (Cactus)
4. £1,980 (Cactus smaller pamphlet)

Requirements are A4 size, 8 pages, 180 copies.

The Council **RESOLVED** that they cannot agree any of the quotes. However, the Council would welcome a grant application for a more modest amount, in keeping with grants in previous years.

Action: CF to write letter on behalf of the Council.

22/52 Planning and discussion for Precept Decision 2023-24

It was discussed and **RESOLVED** that the Council will raise £12,750 in legal precept for 2023-24

22/53 Notification of external auditor for 2022/23 financial year for the 5-year period until 2026/27

The Clerk notified the Council of the change from PKF Littlejohn to Mazars LLP. The Council intends to submit a Cerfificate of Exemption for Limited Assurance Review and if accepted, will be a zero fee.

22/54 To agree payments as follows: -

Village Green maintenance (S. Withey) Nov/Dec ‘22 £130.00

Ability Payroll Invoices 24-26 including pension filing £39.00

Netwise Invoice £286.80

Harmer & Sons £972.00

Clerk wages and office allowance November and December including Microsoft office (14,98) and owed dog bags from cancelled cheque (22.95) mine 20p owing £557.31

The next scheduled meeting of Hougham Parish Council is due on Tuesday 17th January, at Hougham Village Hall or by ‘Zoom’, and will be confirmed during the week before.