Hougham Without Parish Council

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

Email: cathy.finnis@googlemail.com

**Minutes of the Meeting**

**19th September 2023**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present:

Cllr Jodie Milner (Chair) (JM)

Cllr Steve Green (Vice-Chair) (SG)

Cllr Steve Oxenham (SO)

Cllr Christine Peel (CP)

Cllr Kevin Piggott (KP)

Cllr Peter Robinson (PR)

Clerk – Cathy Finnis (CF)

Apologies:

Cllr Ryan Davies (RD)

|  |  |  |
| --- | --- | --- |
| Minute number | Minutes | Actions |
| 49/23 | **Welcome from Chair and to receive apologies for absence**  Apologies from RD |  |
| 50/23 | **To agree the Minutes dated 7th August 2023**  It was **RESOLVED** that the minutes are a true and accurate description of the meeting and were signed as such by JM. |  |
| 51/23 | **To consider any matters arising from Minutes 7th August 2023**  There were no matters arising. |  |
| 52/23 | **To hear questions from the public.**  There are no questions from the public. |  |
| 53/23 | **To consider the finances to date and precept.**  Balance 19/9/23: £16,690.89  The Council was given the total year end finances for 2022/23 as a guide for the expenses that the Council pays for each category. |  |
| 54/23 | **To consider the issues with the Waste site and decide on any action the Council wishes to take**.  SG contacted Cllr Hibbert, and he supplied information. There is no restrict on the lorries going through this village. There is some question re the ownership of the site. KP counted 10 lorries in one-hour last week.  Owners put planning application in 2014 to a waste transfer station between 7am – 6pm and 7am – 1pm on Saturday but was withdrawn. Therefore, it reverts to lawful use from c.1993, to limited to operate for only 3 hours a day for skips, storing of building materials etc, and it’s not a waste transfer site and it is clarified by Alice Fay from DDC. JM believes that 40-tonne lorries should only be used out, not down The Street.  *.* | *Action: JM to send the information to Cllr Hibbert, and Cllr Hibbert to send to the Environmental Agency at DDC. Once the information is known, the discussion will return to the Council to decide on next steps* |
| 55/23 | **To consider what action the Council wishes to take regarding the play equipment and anti-social behaviour on the village playground.**   1. Damage to the baby swing, a young teenager broke it. The damage may be reparable. 2. No less than 4 occasions the swings have been ‘attacked’ by young teenagers. 3. Discussed with Cllr Hibbert – inform the local PCSO to store the evidence, inform the village community to raise the awareness, local signage in the public area may be worthy of consideration. The PC should contact the DDC community team. None of this action has been taken yet. 4. Dog mess – raised several times on the Coffee and Cake Parishioners morning. SO has not seen any himself but clearly it is occurring. 5. Simon Withey gave notice that he is retiring from the role at Christmas. Two others have approached SO regarding the role.   It was **RESOLVED** to provide the Parish Council with a page in the Hougham Herald. | *Cllr Green has offered as the Village Hall Committee Representative to write the report. It was also agreed to write the issue on social media.* |
| 56/23 | **To agree on the plan for the play equipment** and to consider and agree a loan to do the works.  JM said the bund is generally looking good but needs attention to make it look at its best.  Cllr Hibbert proposed a working party.  The Council **RESOLVED** to replace the baby swing for the short term. The Council **RESOLVED** they will set up a working party to look into the issues on the Village Green. The members of this group will be: KP, PR, and SO. | *Clerk to order a new baby swing from Playdale to fit in location.* |
| 57/23 | **To consider the passing place in Church Hougham** and what action the Council wishes to take.  JM showed the KCC Highways view of the road and the land registry documents.  Local KCC Liaison Officer, Lisa who will deal with the issues. | *Clerk to send correspondence regarding this to KCC* |
| 58/23 | **To decide on the signage for Church Hougham phone box**.  It was **RESOLVED** that three signs £60 altogether, to order.  *Action: clerk to order signs*  The phone box needs to be painted.  *Action: Councillors are to paint the phone box.*  Defibs at Dover have suggested the phone box is locked (that is released at 111 and 999)  The Council **RESOLVED** to not lock the defibs but keep the decision under review over the next year. | *Councillors are to paint the phone box.*  *Clerk to order signs* |
| 59/23 | **To agree Cllr Robinson’s Report** on *‘Coffee and Cake’* Morning 2nd September 2023 11.00 – 13.00 (report forwarded to councillors)  The Council **RESOLVED** that the report is an accurate and true account.  It was proposed that there be another meeting in Spring. PR suggested a costed plan from the issues brought to the coffee morning. PR proposed that the broadband issues could be brought to a working group. | *The report to be appendiced to the minutes of the meeting. It was decided that the report be brought back to the next meeting. JM suggested that everything related to the Village Green be taken by the newly formed working group.* |
| 60/23 | **All payments were RESOLVED as follows**   * JRB Enterprise Ltd (Dog bags) £160.44 * Employee wages/office allowance (August/Sept) £558.58 * Ability Payroll (August/Sept) £13.00 * Contractor wages (August/Sept). £130.00 * Netwise invoice £420.00 |  |
| 61/23 | Training for councillors via KALC:   * **Dynamic Councillor module** ideal for new Councillor or those who need a refresh. Online on 5th October at 6.30pm or Burham Village Hall 14th October from 9.30am (morning). £50 plus VAT. * **Finance for Councillors** 26th September or 5th October, 10-11.40am, online event, £40 plus VAT   Please let the Clerk know if you wish to book any of these sessions. | *Councillors to let Clerk know if they wish to undertake any training sessions.* |
| 62/23 | Date of next meeting and close: 21st November at 7.30pm | Chair |