Hougham Without Parish Council

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

Email: [cathy.finnis@googlemail.com](mailto:cathy.finnis@googlemail.com)

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

**Minutes of the Meeting**

**Tuesday 5th March 2024 at 7.30pm**

Attendees:

Cllr S. Green (Acting Chair for this meeting)

Cllr C. Peel

Cllr P. Robinson

Cllr S. Oxeham

C. Finnis Clerk/RFO (minutes)

Apologies

Cllr J. Milner

Cllr K. Piggott

Cllr Jennifer Smith (yet to be formally signed as a co-opted member)

|  |  |  |
| --- | --- | --- |
| Minute number | Description | Action Owner |
| 96/23 | **Welcome from Chair and to receive apologies for absence**  ***Chair J. Milner given her apologies due to illness, so Cllr S. Green, Vice Chairman will Chair the meeting.***  Cllr Piggott is on holiday.  Cllr Smith is on holiday.  Apologies from Cllr Martin Hibbert. |  |
| 97/23 | **To agree the Minutes dated 16th January 2024**  The attendees need to be added onto the minutes. | *Clerk* |
| 98/23 | **To consider any matters arising from Minutes of 16th January 2024**  92/23: The contractor for caretaking activities has been appointed and a contract has been prepared and will be sent to T. Jones. There is an ongoing issue about the bin bags – Cllr Oxenham to contact Veolia to clarify the colour of the bags.  85/23: Cllr Green was asked by the Village Hall Committee if the millstones could be placed on the village green. However, the Council considered it would be better if they were placed within the Village Hall grounds.  94/23: Cllr Jones asked why the information on KALC training was included. The Clerk explained it was at the request of the Chair. |  |
| 99/23 | **To hear questions from the public.**  There are no members of the public present. |  |
| 100/23 | **To update on the current balance (28/02/24): £11,472.82**  The Council discussed the reserve amount and the new precept arriving in the new financial year. Further conversations need to happen at a future meeting. | *Future meeting discussion- Clerk* |
| 101/23 | **Chair’s Update/Report**   * Potholes and poor roads. Email/letter sent to Cllr Roger Gough but no substantive reply as yet. Cllr Green explained the issues continuing in the parish. There is a local community action group. (See 105/23)   The Council **RESOLVED** to draft an updated letter to Cllr Roger Gough, and copying in MP Natalie Elphicke, Cllr David Beaney and Cllr Martin Hibbert. Cllr Green to draft letter, circulate and Clerk to send. | *Cllr Green*  *Clerk* |
| 102/23 | **Councillor’s Updates/Report**  There were no updates. |  |
| 103/23 | **To decide on the Planning Application: 23/01400 Change of use of land and conversion of barn to residential accommodation for agricultural workers. Frampton, Hougham Court Lane.**   * The history was discussed. * It’s an area of outstanding natural beauty, there is not a business case for building an agricultural workers residence. * There’s a risk of creep if this arrives in location.   The Council **RESOLVED** that they do not support this planning application. It’s an area of outstanding natural beauty and is outside of the designated development envelope of Church and West Hougham. There’s previously never been any permission for a separate dwelling over and above the existing bungalow. We’d refer DDC to their own officer’s report around the lack of a business case for additional development. There appears to be a question about the proposed viability of an additional access route. | *Clerk to send to DDC planning* |
| 104/23 | **To update on the Village Green Working Party**  Cllr Oxenham has been discussing the bund areas, but it needs a flailing machine. This is heavy agricultural equipment and could disturb the grass. It will cost around £700 and planned to be done in September.  A meeting with one playground equipment supplier. Cheapest option at the current time is £50k, ranging up to £80k and £120k. Cllr Piggott has now contacted two further suppliers so there will be three quotes.  The western side of the village green fence needs a gate – a parishioner has offered to pay for a gate. An accessible gate has been decided upon.  Tina Jones has been employed since 16th February 2024 and has completed her training. Her contract is being compiled.  At the end of the path from Broadsole Lane where meets village green, it has been decided that wood chippings will be placed there. These will sourced locally, free of charge. |  |
| 105/23 | **To discuss the issues in the village relating to potholes and flooding.**  Each pothole costs £80 per repair. Cllr Beaney met members of the community action group. Only three were reported to KCC at the time of the meeting. Parishioners are encouraged to continue reporting potholes on the KCC webpage.  A reply to Cllr Hibbert by Miss J Davision from DCC on 15/1/24 explained that the waste site has significantly grown yet KCC are now the statutory body for planning matters on waste transfer station. The findings were passed onto Robin Gregory at KCC.  The Council **RESOLVED** that they will send a letter asking for an update from Robin Gregory on this matter. Cllr Green to draft a letter, circulate and then the Clerk to send. | *Cllr Green/Clerk* |
| 106/23 | **To discuss the issues relating to street signs again.**  Finding out who we get street signs from for Eight Acres.  Contact DDC for street signs – Cllr Green to email Cllr Hibbert | *Cllr Green* |
| 10723 | **Discuss the mowing contract and renewal** for the next year.  The Council **RESOLVED** to keep Harmer and Sons |  |
| 108/23 | **Cheques to be agreed and paid:**   * Employee wages/office allowance Feb/March £598.78 * Ability Payroll (Feb/March) £13.00 * Contractor invoice 1 £60.00 * Microsoft @£7.99 per month for 2 months. £15.98 * Hire of Hougham Village Hall £130.00   Only Cllr Peel can sign the cheques and so Cllr Peel took them to sign later in the week.  Clerk to bring to next meeting, re more councillors able to sign the accounts. | *Clerk* |
| 109/23 | **Annual Business Meeting of the Council (the next meeting) and Annual Parish Meeting** *(must be between 1st March and 1st June and not before 6pm)*  A date needs to be agreed with the Chair. | *Clerk* |
| 110/23 | **Training for councillors via KALC –** reminder that there is a Dynamic Councillor module ideal for a new Councillor or those who need a refresh. The cost will be funded by the Council. Please let the Clerk know if you wish to book. | *All* |
| 111/23 | **The meeting was closed** by Cllr Green (Acting Chair) at 21:20  Date of next ordinary meeting of the Council: 21st May 2024 |  |