

## PARISH COUNCIL MEETING

Wednesday, 18 September 2024 at 1930hrs

Shepherdswell Village Hall

### MINUTES

To receive reports from the County and District Councillors, Kent Police Neighbourhood Beat Officer, Speed Watch, Neighbourhood Watch and Community Warden. Public questions and comments on non-agenda items (this section will be limited to 15 minutes or otherwise at the discretion of the Chair)

**Councillor David Beaney (KCC)**, gave a short verbal report providing information on available grants, hedgerows obstructing highways, the Transport Plan Consultation, STD home testing kits being made available from KCC, preparation by Dover Port for EES, 10 October 2024 is Mental Health Awareness Day and there is still no date for the opening of Dover Fast Track. The Chair thanks Cllr Beaney for his report.

#### PUBLIC QUESTIONS

None

#### 84/2024 IN ATTENDANCE & APOLOGIES FOR ABSENCE

**Present:** Cllrs Mark Watson (Chair), Bradley Stauffer-Kruse (Vice Chair), Barry Crush, Lyn Symes, Sindy Denyer, Marien Elgar, Terry Hunt, Carole White, Keith Roberts, Sue Taber, John Bulaitis and Aidan Softley

01 Member of the public

**Clerk:** Jan Rousell

**Apologies:** Cllr Jamie Pout (DDC)

#### 85/2024 MINUTES OF THE MEETING HELD ON THE 17 JULY 2024

Minutes of the meeting held on 17 July 2024 were agreed to be a true and accurate record proposed by Cllr Roberts seconded by Cllr Hunt. **Agreed with 1 abstention**

#### 86/2024 MATTERS ARISING

Cllr White reported that the fire gate for the village hall which was approved at the last meeting has now been installed, this was fast tracked due to the royal visit.

The salt bin which is being held in Cllr Roberts garage is to be located at the village hall, Clerk to order salt.

Clerk to contact interested parties regarding SWC.

Cllr White asked for an update on Coldred Pond. Cllr Elgar reported that the pond liner had been removed and the project is now waiting for the Contractor to come and do the groundwork ready for the new liner to be installed. Cllr Denyer requested that the warranty be circulated, for information.

#### 87/2024 DECLARATIONS OF INTEREST

Cllr Stauffer-Kruse claimed a DPI on item 92/2024 92.01.

**88/2024 PUBLIC PARTICIPATION LIMITED TO ITEMS ON THE AGENDA – 15 minutes in total.**

None

**89/2024 CHAIR'S REPORT**

The Chair reported that attended the school at the end of July and again in September. He has held meetings with two residents and has had several communications regarding Coldred pond.

The Chair represented the Council at the recent CLT opening of Carpenters Yard.

**90/2024 CLERK'S REPORT**

The new bin has been installed at Reed Meadow.

There have been a couple of issues regarding parking at the recreation ground.

The Clerk recently met with representatives of the football team and is working with them to secure funding from KCC for pop up dugouts.

The external AGAR audit has been received with no issues.

The Council received two FOI requests which have been dealt with accordingly by the Clerk.

The project to replace the posts on Shepherdsweil Village Green should go ahead in October half term. Clerk to contact DDC regarding suspended parking.

Risk Assessment & Management Policy and Complaints Procedure will be added to the agenda for the October meeting.

**91/2024 PLANNING**

Ref: 24/00883

Location: 33 Mill Lane Shepherdsweil Dover Kent CT15 7LJ

Proposal: 2 metre reduction on lateral growth of one Austrian Pine the subject of Tree Preservation Order No 5 of 1976.

**Cllr Roberts proposed that this application be referred to the Tree Preservation Officer, Cllr Hunt seconded. All Agreed**

**92/2024 FINANCE**

92.01 To approve payments.

<b>Balances as 13 September 2024</b>	<b>£</b>
Current A/C	11360.52
Business A/C	117150.90
<b>INCOME</b>	
HMRC – VAT refund (13/09/2024)	9189.52
Shepherdsweil Preschool – Insurance (11/09/2024)	465.11
M Wright – Rent (30/08/2024)	260.00
SVHA – Insurance & Rent	1086.25
M Wright (rent) 02/08/2024	260.00

<b>EXPENDITURE TO RATIFY</b>	
Hugo Fox – Website (July & Aug)	47.98
Hart Lee Tree Surgeons	588.00
Chris McKnight inv 194&195	1060.00
Clerk’s Wages (August)	1073.82
Bill Roberts	270.00
HMRC (Aug PAYE)	64.44
<b>EXPENDITURE TO APPROVE</b>	
Coldred Forum (planters)	233.00
Clerk’s Expenses	144.00
Village Hall Fees	152.50
Kent County Surfacing (Approach Road)	4465.47
Travis Perkins (Carpenters Yard Salt)	45.02
Kent Building Contractors (Village Hall Plastering)	1182.00
SLCC Membership	183.00
CLT Membership	180.00
KALC – Planning Training for Cllr Symes	60.00
Microsoft 365 Subscription	148.32
MacAfee (2 yr subscription)	94.99
Harmers (inv 23686 & 23839)	1584.12
Amazon – Speed Gun	144.99
Clerk’s Wages	1090.32
HMRC	64.64
	<b>£9772.37</b>

**Cllr Roberts proposed the schedule of payments be approved, seconded by Cllr Elgar. Agreed with one abstention**

### **93/2024 WORKING GROUP REPORTS**

93.01 Carbon Footprint Working Group – a report has been circulated (available on website). **Cllr Watson proposed that the Council agree in principle to purchase a projector up to the value of £200, seconded by Cllr Taber. All Agreed**

Clerk to look at funding for Solar panels for the village hall and liaise with Cllr Elgar.

93.02 Highway Improvement Plan Working Group – Speedwatch report has been circulated (available on website). Cllr Stauffer-Kruse raised the subject of the signs at the entrance to both Shepherdswell and Coldred – these have been reported to Highways.

93.03 Reed Meadow Working Group – more trees are due to be delivered in October. Clerk to contact Harmers to ask them to cut the grass.

Clerk to write to WW Martin to ask them to contribute to re tarmacking the car park and repair the car park extension in Reed Meadow and to reinstate the corner of Reed Meadow back to what it was before the rental agreement was put in place.

93.04 Communications Working Group – Parish Online, Cllr Roberts to assist Cllr Symes in setting up.

### **94/2024 ADOPTION OF BRING YOUR OWN DEVICE POLICY**

**Cllr Bulaitis proposed that he and Cllr Denyer work with the Clerk to draw up a policy which is more relevant to the Council, seconded by Cllr Crush. All Agreed**

**95/2024 COMMUNITY**

- i) Rec Working Group – to report on findings regarding charitable status at the next meeting.
- ii) Warm Hub – **Cllr Hunt proposed that the Council support and promote a Warm Hub in conjunction with Colonel’s Café, seconded by Cllr Denyer. All Agreed**  
Clerk to send marketing material to communications committee.  
Cllrs White and Taber to look into offering advise regarding benefits that can be claimed by pensioners.
- iii) To receive a request from a resident regarding using shared space for fund raising – Chair to contact resident to find out exactly what they are proposing and report back to next meeting.
- iv) To receive a request from a resident for use of the village green – **Cllr Crush proposed that this request is granted, seconded by Cllr White. All Agreed**

**96/2024 CLOSED SESSION**

**97/2024 DATE OF THE NEXT MEETING**

This will be on Wednesday 20 November 2024 in Shepherdswell Village Hall at 1930hrs