

GODMERSHAM PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held on
Wednesday 11th January 2017 at 8.00 pm in Godmersham & Crundale Village Hall**

Present : Cllrs Grayson (in the Chair), Gee, Taylor & Fisher

In attendance: Mr. Eaton, Clerk to the Council

Action by:

1 Apologies for absence

Apologies were received from Cllr Spencer

2 Declarations of Councillors Interests

There were no declarations of Cllrs interests regarding items on the agenda

3 To approve the Minutes of the last Meeting

The Minutes of the Meeting held on 9th November 2016 were approved and signed

4 Matters Arising

Call Flow update – overall the service was good. However there were isolated cases where residents were not able to receive the service. It was agreed to pursue these specific cases via KCC and at the same time to canvass the views of various users to evaluate the service. To be included as an agenda item for the next meeting

Cllr Grayson/Clerk

Speed sign update – no developments of note

Subscription to Village magazine update – no developments of note

It was agreed that the quote received from Inspired for the maintenance of bus shelters was reasonable and the quote was duly accepted. Cllr Grayson to instruct

Cllr Grayson

5 To discuss matters of public concern

There were no matters of public concern of note

6 To discuss Planning & Enforcement Matters

New Planning Application

16/01810 Single storey side extension
Well Cottage, Bilting Lane, Bilting

There were no objections to this application

Planning Applications permitted

16/01400 Change of use of barn to holiday let
The Barn, Pope Street, Godmersham

16/01539 Replace battery cabinet
Telecoms Mast, Square Wood, Canterbury Road, Godmersham

7 To Consider Finance Matters

Accounts for Payment

	£
G Eaton, Clerks salary and expenses (Dec & Jan)	433.66
Clerk's tax (Dec & Jan)	88.40

2015 -2016 Internal Audit Report

David Buckett's internal audit report was fully discussed and debated. In terms of payroll it was agreed that the Clerk should continue to undertake his own payroll as the cost of outsourcing (£15 per month) could not be justified. The Clerk would continue to bring details of his month salary and expenses including tax liability to the meeting where it would be checked through and approved before the Clerks salary and tax payment were authorised

C Finance Report April – Dec 2016

The 9 - monthly Finance Report for the period April – Dec 2016 was circulated and discussed. The large reserve was noted and it was agreed to consider community projects for which some of the reserves could be earmarked. It was agreed that in future Cllrs would check the bank statement balances against those detailed in the reports

D Precept Requirement 2017-2018

The Clerk distributed some draft figures for the Precept requirement for 2017-2018. The figures were discussed and debated. It was agreed that there should be no increase in the overall spending requirement of £5500 and this would be funded by Precept of £5430 and Council tax grant of £70. Clerk to advise ABC

Clerk

8 Correspondence received

Emails re auto enrolment confirming no requirement to set up a pension scheme as employee does not meet the automatic enrolment criteria

Emails from Julia Ghost, PCSO, including latest crime report

Email as circulated re KCC Volunteer Support Warden Scheme – it was agreed to express an interest in the scheme

Clerk

Letter from HMRC requesting PAYE is paid electronically rather than by cheque

Email re commemoration of 100th anniversary of end of WW1 on 11th Nov 2018

Email re outsourcing of payroll service – cost of £15 per month for a payroll of 1-5 employees

10 AOB

There was a brief discussion about dog waste bins and it was agreed that this should be discussed more fully at the next meeting

There was a discussion about the need to replace the rabbit guards on the trees on the Village Field – it was agreed to obtain a formal quote

11 Dates of Meeting in 2017

It was agreed that the next meeting would be held on 8th March 2017 following the Annual Parish Meeting to be held at 7.30pm

There being no other business the Meeting closed at 9.20 pm