

GODMERSHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held remotely via Zoom on Wednesday 13th January 2021 at 8.00 pm

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

In attendance: Mr. Eaton, Clerk to the Council

Action by:

1 Apologies for absence

There were no apologies for absence

2 Declarations of Councillor's Interests

There were no declarations of Cllrs interests in items on the Agenda

3 To approve the Minutes of the last Meeting

The Minutes of the Meeting held on 11th November 2020 were approved (to be signed at the next face to face Meeting)

4 Matters Arising

The email from Highways detailing the costs of the proposed traffic surveys was discussed. It was agreed to 'hold fire' until the COVID-19 restrictions were lifted, and traffic levels had returned to near normal

5 To discuss matters of public concern and train horns

There was a general discussion regarding the use of train horns and the nuisance caused to some local residents. Cllr Redmond offered to seek the views of Wye Parish Council on this matter and it was agreed to discuss further at the next Meeting

Cllr Redmond

6 To discuss Planning & Enforcement Matters

New Planning Applications

There were no new planning applications to consider

Decided Planning Applications

1700914 – non-material amendment to planning permission
Blue Firs, Canterbury Road

WITHDRAWN

20/01176 – single storey extension
Finches House, Bilting Lane

GRANTED

7 Finance Matters & Accounts for payment

The following were approved for payment

	£
G Eaton, Clerk's salary and expenses (Dec & Jan)	483.20*
GW Landscaping, grounds maintenance (Dec & Jan)	444.00**
Cheque No 919 Inland Revenue, Clerk's tax (Dec & Jan)	100.80

* paid by monthly SO of £241.60

** paid by monthly SO of £222.00

Internal Audit report

There was a general discussion of the Internal Audit report as circulated by email and the four medium level risks. The following actions agreed -

Clerk to liaise with ABC and webmaster to ensure all Cllr's DPI forms are accessible

To ensure a risk assessment for 2020/2021 is undertaken and the template updated and approved

Clerk to ensure the AGAR and Public Notice are uploaded onto the website in a timely manner

To investigate enhancing accessibility on the website by using a 'bolt-on' tool as used by some other Parish Councils

Annual Risk Assessment

The draft Risk Assessment template as circulated by email was considered and discussed. Various amendments and additions were noted. The Clerk was asked to update and amend the template and circulate to Cllrs in readiness for approval at the March 2021 Meeting **Clerk**

8 Correspondence

Email from Charing Surgery re COVID-19 vaccinations

Email re closure of part of Bilting Lane 28th Jan – 1st Feb 2021

9 Broadband update

It was agreed that a discussion and update on the Broadband project would take place after the Parish Council Meeting had concluded

10 AOB

The Clerk was asked to send the Village Hall Committee details of the monthly costs of the grass maintenance contract

Clerk

The Clerk was asked to invite the Vicar to the March 2021 Meeting

Clerk

11 Date of next Meeting

It was agreed that the next Meeting would take place on 10th March 2021 at 8.00 pm via Zoom

There being no other business the Meeting closed at 9.10 pm