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**Notice is hereby given that a meeting of Lyminge Parish Council (General Purposes) will be held at 7.30pm on Monday 29 January 2018 in the Rigden Room, Tayne Centre**

Members of the public are welcome to attend and may speak during item 3.

### AGENDA

- 1 **Acceptance of Apologies for Absence**
- 2 **Declaration of Councillor Interests (Disclosable Pecuniary or Voluntary)** on any item on the agenda.
- 3 **Adjournment of Meeting to receive questions, comments and/or suggestions from members of the public.** (Maximum of 15 minutes).
- 4 **Approval of unconfirmed minutes of the Council meeting on 11 December 2017.** (attached).
- 5 **Accounts for payment** – To authorise payment of the list below (Appendix 1).
- 6 **Matters arising from the previous meeting** - not elsewhere on the agenda.
  - 6.1 **EI Group** (formerly Enterprise Inns) – (minute 10) - to note a letter has been drawn up by the Clerk and forwarded to Cllr Ms Susan Carey for her input.
  - 6.2 **Litter Pick** – (minute 13) to note Giles Barnard from SDC had confirmed his attendance and that he will be provide equipment and arrange for the waste to be collected.
- 7 **Finance and Administration Committee:**
  - 7.1 To receive and note the Management Accounts for 31 December 2017 and for the Chairman to sign (attached).
  - 7.2 To receive the unconfirmed minutes of the meeting of 8 January 2018 (attached).
  - 7.3 Felling of a Sycamore Tree in Ethelburga Grove – 3 quotations were discussed by the Finance & Administration Committee at their meeting on 11 January 2018 and quotation no. 1 is recommended for approval by Full Council. (attached)
  - 7.4 Ground Work Maintenance contracts – the 2 year contracts were reviewed by the Finance & Administration Committee at their meeting on 11 January 2018 and are recommended for approval by Full Council (attached)
  - 7.5 Funding Applications – applications from Age UK and Lyminge Handbells were reviewed by the Finance & Administration Committee at their meeting on 11 January 2018 and are recommended for approval by Full Council (attached).
- 8 **Future use of the BT Kiosk, Rhodes Minnis** – Rhodes Minnis' residents were asked for their opinion in the November newsletter and 3 responses were received by the Clerk: 1) Defibrillator 2) Lending Library (cost of refurbishment attached) and 3) Property Map – showing all properties within Rhodes Minnis as most have names rather than numbers. The Clerk contacted SDC and they produced such a map (attached). The Council are asked to consider these suggestions and decide on a future use for the kiosk.

- 9 **LPC Open Spaces Regulations** – the Clerk to present a report on options and costings for the on-site display of these regulations (report attached).
- 10 **Fordred Lane** – since the repairs completed in October 2017, the surface of the Lane has broken down and the Council is requested to decide on any future remedial work.
- 11 **Resident request for reimbursement of tyre cost** – a complaint has been received from a resident stating that the hedge cutting in Rhodes Minnis resulted in a car tyre being punctured. The resident is seeking reimbursement of the cost of a replacement tyre (photos and document attached).
- 12 **Open Spaces and Play Areas:**
  - 12.1 **Court Lodge Green** – an update from Cllr Nicholas Reed.
  - 12.2 **Replacement of seesaw on Well Field** - the Clerk and Chairman to update.
  - 12.3 **Kissing Gates on HE48** – The Chairman has received a request from a resident to replace 2 old stiles along the Public Right of Way HE48 with kissing gates. The Council is asked to consider the funding of these gates which would be installed by volunteers under supervision from KCC (map attached).
- 13 **Kent Tree & Pond Warden Partnership** – to consider a subscription donation of £50 (letter attached).
- 14 **Newsletter Content** - To agree headings for the March 2018 issue.
- 15 **Correspondence and Documentation received since the last Full Council Meeting** – Please see list below.
- 16 **Other Matters for Information from Councillors.** (*No formal decisions can be made as the specific matters are not itemised on the agenda*)
- 17 **Date and Venue of next meeting** – Monday 26 February 2018 at 7:30 pm in the Rigden Room, Tayne Centre

**Appendix 1****Item 5 – Accounts for Payment**

	Gross £	VAT £	Payee	Details
1	14.00	0.00	Lyminge Methodist Church	Hire of Tayne Centre December 2018
2	112.00	0.00	AP Wilcox	Dec 2017 & Jan 2018 Newsletter
3	14.40	0.00	R Chubb	Reimbursement for keys cut for Archive cabinets
4	665.57	0.00	O Hanson	Funding for materials for Teen Shelter as per quotation
5	250.00	50.00	SLCC	CILCA registration for the Clerk
6	25.00	0.00	Kent Men of the Trees	Annual Corporate Membership fee
7	14.25	0.00	L Martin	Reimburse Clerk's broadband 28/12/17 to 27/01/2018
8	863.53	0.00	L Martin	Net Pay January 2018
9	38.80	0.00	HMRC	Tax & NI due Clerk's (£11.84) Employer's NI (£26.96) January 2018
10	91.39	0.00	NEST	January employer contribution (£50.77) plus Clerk's contribution deducted from salary £40.62 – paid by D/D
11	tbc		L Martin	Reimburse Clerk's expenses
12	30.00	6.00	KALC	GDPR Workshop – Clerk attendance

## **Appendix 2**

### **Item 15 – Correspondence Received**

1. Arbor Winter 2017 magazine
2. Poster for Valentine's Day event at Lyminge Village Hall (previously circulated)
3. KCC grant funding for Speed Indicator Device (SID) 2018 (previously circulated).
4. Poster from Befriending Kent Consortium event March 1 2018 (previously circulated).