

## ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held at 7.30pm on Monday 1<sup>st</sup> June 2015 in The Hamstreet Sports Pavilion, Hamstreet, Ashford, Kent.

**Present:** George Sparks (Chairman), David Lancaster, Vicky McKissock, Andy Othen, Stephen Shorter, and the Parish Clerk (Sue Stiffell).

Also Present: Kent County Councillor Mike Angel.

1. **Apologies:** had been received from Mags Wellsted-Boorman and Mike Wady (busy with Festival of Transport arrangements); those present agreed that these apologies be accepted. Apologies had also been received from Borough Councillor Aline Hicks and PCSO Gary Carr.
2. **Declarations of Interest:**

Declarations of Pecuniary Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): There were none made at this point from Councillors present.

Declarations of Significant Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): There were none made at this point from Councillors present.

Declaration of Members Other Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct). It was noted that Steven Shorter's wife is the coordinator to the Hamstreet Neighbourhood Watch Group.
3. **Minutes of the Last Meeting:**

Minutes from Parish Council's AGM held on Monday 11<sup>th</sup> May 2015: Vicky McKissock proposed that the minutes be accepted as a correct record of the meeting and signed by the Chairman of the meeting; Stephen Shorter seconded this proposal.
4. **Matters Arising:**

Bartlett Tree Experts: The Clerk had emailed Bartlett Tree Experts accepting their quotation for the Visual Tree Assessment and arrangements had been made to check the trees during the next week.
5. **Reports From PCSO Gary Carr:** PCSO Gary Carr reported via email:  
*Hello everyone, this is June's Police report for Hamstreet Parish Council.*
  - *During May there has only been one incident of theft reported to the police in the village. Cut firewood was stolen on forestry commission land.*
  - *I have conducted speed checks in the village on Cock Lane this month. Unfortunately due to persistent rain the operation had to be cut short but I am hoping to conduct more checks during the summer.*
  - *I have attended and spoken to the primary school after issues arose regarding parking. The school is working with KCC and ABC regarding enforcement.*
  - *There have also been several neighbour disputes in the village and advice has been given to residents*
6. **County Councillor/Borough Councillors' Reports:**

County Councillor Mike Angel: Explained that he had no formal report but congratulated those present for becoming Parish Councillors. During a short discussion various potholes in the village were highlighted; it was noted that Cllr Angel had reported these to Highways.

7. **Members Reports:**

Information Centre/Bus Shelter: Dave Collins (gardener) had examined the noticeboard with Andy Othen and the Chairman; the cork lining required replacing and the bottom plinth required rubbing down and revarnishing. Dave Collins has agreed to do this work.

Allotments: The tenant to the neglected allotment reported during the last meeting had received notice that due to the tenancy agreement not being adhered to it was being revoked; the allotment now had a new tenant.

Johnsons Corner: Tom Body had completed an initial tidy up of the site; he had mowed, killed off weeds, trimmed and tidied up the area and is now to start regular maintenance work. He will be sending an invoice for the initial tidy up. During a short discussion the Clerk was asked to contact Tom and ask if he could clear moss from the path; it was noted that the idea of moving the memorial site to Forge Gardens has been put on the 'back burner' for the time being but would be reassessed in the future.

Twinning: David Lancaster reported that the weekend had been a success and he had received an email thanking the Parish Council for their hospitality.

8. **Appointment of Communications Officer for Parish Council:** Those present agreed that Andy Othen be appointed Communications Officer. It was noted that the website had recently been updated; the Clerk was asked to provide Andy with details of Parish Councillors.

9. **Correspondence:** The following items had been received:

- Letter from the Pensions Regulator informing the Parish Council that law on workplace pensions had changed and every employer with at least one member of staff must automatically enroll those who are eligible into a workplace pension scheme and contribute towards it. The Clerk is to complete the automatic enrolment and investigate further.

10. **Planning: Update and Applications Received.**

Application No 15/00710

Proposal:                   Erection of side and rear extensions and conversion of roof space to include insertion of a rear dormer

Location:                   34 Bournemouth, TN26 2HL

Comments:                 Those present agreed to look at the plans; following detailed examination of the plans it was unanimously agreed to approve the application.

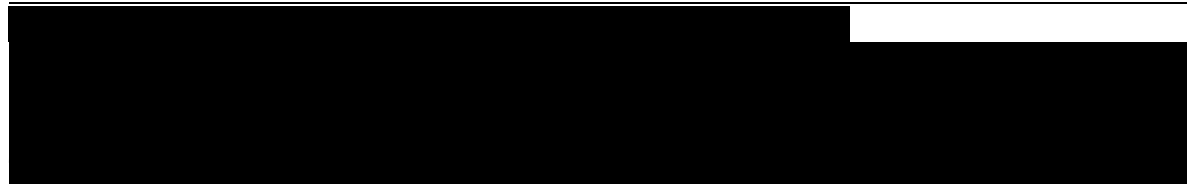
*7.56pm: Andy Othen arrived apologising for his late arrival.*

11. **Finance: Update , Sponsorship Authorisation of Cheques:**

**Accounting Statements for 2014/15 & Internal Auditors Report:** These had been circulated prior the meeting. Those present agreed that the Annual Governance Statement 2014/15 be approved and signed by the Chairman. No concerns were raised.

**Authorisation of Cheques:** the following cheques were authorised for signature:

| To | Details | Amount | Cheque no |
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12. **Any Other Business Approved by the Chairman:**

**Andy Othen:** is to provide a new information panel for the noticeboard located at Bournemouth bus stop/information centre.

**George Sparks:** is to make enquiries about having a board made that can note recipients of the Parish Council's Community Award.

**13. Date of Next Meeting:** Planning Meeting: Monday 15<sup>th</sup> June 2015 at 7.30pm (if necessary)  
Parish Council: Monday 6<sup>th</sup> July 2015 at 7.30pm

Meeting Concluded      8.10pm

Chairman's Signature