

Lyminge Parish Council

Draft minutes of Lyminge Parish Council Full Council Meeting.
Held on Monday 12th February 2024 in the Tayne Centre, Lyminge.

02.01 Present: Cllrs Arnold, Joyce, Moss, Trayner, Alyson, Heywood, Huntley and Fuller.

In attendance: Chani Sanger (Clerk), Cllr Elaine Martin (FHDC) and two members of the public.

Welcome: Chair welcomed councillors and members of the public to the meeting. It was noted that Claire Norman had resigned as a councillor. The chair read a statement that reminded councillors of the Code of Conduct and the correct procedure during meetings.

Apologies: Cllrs King and Sage.

Declarations of interest: None

02.02 To finalise and sign the following minutes:

01.02.1 Motion - To take the minutes of the Full Council meeting on Monday 8th January as accurate.

Proposed: Cllr Alyson | Seconded: Cllr Huntley | Motion passed

01.02.1 Motion - To take the minutes of the Extraordinary General meeting on Monday 5th February as accurate.

Proposed: Cllr Moss | Seconded: Cllr Arnold | Motion passed

02.03 Information from Clerk:

02.03.1 There will be defibrillator and CPR training for councillors on 08.03.24. This is a daytime event, there will be further training at a variety of times so that all councillors are able to attend.

02.03.2 Meeting with Pentland Homes dated 17.01.24.

- Cllr Heywood would like more information about the footpath, Clerk advised that Pentland Homes had given some large maps of the area however those documents needed to be digitised and shared to the councillors. The footpath information may be on the maps.
- Cllr Joyce asked about the CIL payments. Cllr Arnold advised that FHDC pays out CIL monies twice a year, in April and October.
- Cllr Huntley asked whether Pentland Homes could install a flashing sign for the speed limit.

02.04 Public open session:

02.04.1 Cllr Heywood noted that reports from KCC and FHDC had not been circulated. The Clerk advised that only Cllr Martin had sent a report and it had only been sent the day of the meeting. The Clerk advised that the reports from KCC and FHDC are added to the website and councillors are able to liaise directly with Cllrs Martin, Hollingsbee and Carey if they have questions.

POINT OF ORDER: Cllr Moss stated that there is an appropriate standard that councillors should be adhering to in regards to behaviour and respect and that this was not being met currently.

02.05 Finance and Administration:

02.05.1 LPC have applied for £1500 from the Parish Council Winter Support Scheme, the exact details of the application will be in the minutes from the F+A meeting from 05.02.24 and further details will be discussed once we know if the application was successful.

02.05.2 Planning Committee:

The terms of reference for a planning committee were agreed at the F+A meeting on 05.02.24. Cllr Arnold informed cllrs that other councils i.e Folkestone Town Council arrange planning meetings every three weeks to ensure that there is always plenty of time to meet deadlines.

Cllr Joyce asked whether LPC should add inviting applicants to meetings to the terms of reference however this was deemed to be unnecessary given that committee meetings are public meetings and anyone is welcome to attend.

[Motion - To approve the formation of a planning committee and the terms of reference.](#)

Proposed: Cllr Moss | Seconded: Cllr Arnold | Motion passed

02.05.3 Community Engagement and Events Committee:

The terms of reference for the Community Engagement and Events Committee were agreed at the F+A meeting on 05.02.24. The Clerk noted that she had taken further advice on the management of the committee's budget and that having a maximum spend without approval of up to £1000 would be best practice even if the overall budget is over £1000.

[Motion - To approve the formation of a Community Engagement and Events Committee and the terms of reference including a budget of £5000.](#)

Proposed: Cllr Alyson | Seconded: Cllr Fuller | Motion passed

02.05.4 Membership to committees and working groups:

As per the Committee and Working Group Policy, the Chair and Vice Chair of the council are ex-officio members of all committees and working groups. In addition to this, Cllr Heywood was added to the Planning Committee. Cllrs Huntley, Alyson and Fuller were added to the Community Engagement and Events Committee. Cllr Huntley was added to the Play Park working group and Cllrs Heywood and Moss were added to the Neighbourhood Plan working group. It was noted that with only three members, the Planning Committee was short a member and therefore unable to properly convene. The Clerk will email Cllrs King and Sage to see if either of them intended to join the committee.

02.06 Tayne Field Stream:

[Motion - To approve the organisation of a chalk stream monitoring and awareness session during 2024, with the participation of local experts](#)

Proposed: Cllr Moss | Seconded: Cllr Joyce | Motion passed

02.07 Bumblebee Workshop:

[Motion - To approve the development of monthly bumblebee monitoring walks, to be undertaken by local volunteers along public rights of way, including on PC-owned land within Lyminge Parish.](#)

Proposed: Cllr Heywood | Seconded: Cllr Joyce | Motion passed

02.08 Ornamental Willow Tree by St Eadburg's Well:

Motion - To approve the Historic Environment working group investigating issues related to the ornamental willow tree growing close to St Eadburg's Well.

Proposed: Cllr Joyce | Seconded: Cllr Alyson | Motion passed

02.09 Planning Applications:

02.09.1 23/2062/FH and 23/2070/FH - Spicer's Farm - Repairs and extensions to farmhouse and listed building consent.

- It doesn't seem that the Conservation Officer has particularly been on side however we have to assume FHDC are fulfilling their due diligence.
- The site is historically very important.
- Canterbury Archaeological Trust has found interesting archaeology inside, possibly the oldest building in the parish.
- LPC will need to look carefully at how the applicants plan to repair the old building.
- It will need to be well overseen and LPC should keep a close eye on it.
- LPC are in discussion with the Lyminge Historical Society and we should ask for further archaeological information as it is of such historical significance. Including looking at the footings of the existing building which could be 14th or 15th Century.
- LPC should ask for the applicant to acknowledge the importance of the work.
- The proposed designs look positive and seem as though the applicant is trying to replicate the farmstead.

Motion - To support the build/proposal but to ask for more information and action in regards to the archaeology of the site.

Proposed: Cllr Joyce | Seconded: Cllr Huntley | Motion passed

02.09.2 24/0102/FH - The Old Rectory - Works to a tree subject to a TPO.

- No objection however it appears that the works have already been completed.

Motion - To support the application but note that the works have already been done.

Proposed: Cllr Heywood | Seconded: Cllr Joyce | Motion passed

02.10 Correspondence:

02.10.1 A football group asked whether they could use Jubilee Field for their fixtures on a Sunday morning however the councillors were unsure as to the current status of the usage of the field on weekends. The Clerk would need to contact Lyminge Youth FC regarding their contract.

Motion - To defer this correspondence to the CEAE Committee.

Proposed: Cllr Huntley | Seconded: Cllr Joyce | Motion passed

02.10.2 A resident attended one of the Monday morning surgeries and asked Cllr Arnold if she could come and look at a tree that neighboured her property. The tree is on LPC land, however a number of branches spread into her property. The resident wants to trim the branches on her side (which she is legally entitled to do) however she was concerned that due to the angle at which the tree is sitting and the weight of the remaining branches, the trimming could result in the tree falling. The tree would likely fall onto a neighbouring property and could result in damage to property or serious injury to residents. The Clerk had spoken to Spearpoint about this and asked for them to provide options and costs. Spearpoint offered

[Lyminge Parish Council](#)

two costed options. Option one, which was to fell the tree or option two, which was a 40-50% reduction. The Clerk advised option two as their preferred choice. Some Cllrs suggested obtaining a second opinion on the proposed works. The Clerk noted that the deferred action could result in injury or damage should the resident decide to prune the tree and that the council would be legally liable.

POINT OF ORDER: Cllr Alyson expressed frustration regarding the toxic behaviour of certain councillors which goes directly against what the Chair read out from the Code of Conduct at the beginning of the meeting.

[Motion - To ask Philip Wilson to visit the tree and offer advice.](#)

Proposed: Cllr Huntley | Seconded: Cllr Trayner | No vote, motion does not pass.

POINT OF ORDER: Meeting closed prematurely by Cllr Arnold (Chair) due to unprofessional, inappropriate and bullying behaviour of some councillors.

Note date of next meeting: 11th March, The Tayne Centre, Lyminge

Meeting closed at 20:32

Signed:

_____ Chair (Date __/__/24)