

**Minutes of the Ordinary Meeting of Lyminge Parish Council held on Monday 7<sup>th</sup> March 2022 at 7.30p.m. at Rhodes Minnis Methodist Church (postponed from original date of 28<sup>th</sup> February 2022.)**

**Present:** Councillors Luff, Baldwin, Heywood, Dunford, King, Traynor, Bergin and Hayward.

**In attendance:** Sarah Harrison (Clerk)

1. **Apologies** – Cllrs Joyce, Arnold Newing and Huntley.
2. **Declaration of Councillors’ interests** – None.
3. **Adjournment of Meeting for public session** (maximum of 15 minutes in total): None.
4. **Chairman’s Announcements**
  - 4.1 **Councillor vacancy** - Request Clerk contacts applicants for short summary on why they are applying for role and their background. Cllr Baldwin raised that the council can only co-opt after the vacancy has been notified to the FHDC Returning Officer and formally advertised. Given the change in clerk, we need to confirm this has happened. Requested Clerk look into what the previous Clerk had done.
  - 4.2 **Clerks role** - Chair raised the issue regarding gossip within the Parish about Clerks appointment and reiterated that the interview procedure adopted by the Council was formal, fair and reasonable, and based on a standardised scoring system. Chair reminded Councillors of their corporate responsibility to reflect the **agreed** position of the Council outside Council meetings.
5. **Unconfirmed Minutes of the Meeting** of the Council held on 31<sup>st</sup> January 2022– **approved** and signed.
6. **Matters arising** from the previous minutes not elsewhere on the Agenda – None.

**BUILT ENVIRONMENT**

- 7 **Update report** – Cllr Joyce not in attendance therefore Council did not go through this.
- 8 **Update from Planning Lead** -
  - 8.1 **Pendower** – Cllr Baldwin to draft response to be submitted to FHDC Planning covering concerns about the sensitive archaeology on the site.
  - 8.2 **Little Woodland Farm** – **Council to object.**
  - 8.3 **Ivy Cottage** – To **request** FHDC provide more information regarding the application.
  - 8.4 **Burga House** – To **request** more clarification that the drives will be porous.
  - 8.5 **Bedingfield** – Awaiting more information.
- 9 **Woodlands Cottages** – Council **voted** and **agreed** to request Cllr Joyce re-write the letter to FHDC containing more facts. Cllrs agreed the phrase “Council has a duty of care” should not be used since the Council has no such duty in law and this could wrongly imply Lyminge Council has a responsibility to the tenants additional to the responsibilities of FHDC as landlords. All Councillors **agreed** that questions should be asked to clarify what evaluation has been undertaken to determine the need for the increase in the number of residential units, and the change in the type of units reflected in the draft redevelopment scheme provided by FHDC. It was noted that if FHDC is determined to change the number and type of residential units, the issue of whether refurbishment is possible, and the relative cost, is actually irrelevant.
- 10 **Neighbourhood Plan** – Cllr Hayward noted the next step is to update FHDC that we intend to develop a Neighbourhood Plan and liaise with the public to collect data. This is expected to run up to September to October 2022. A piece on the plan will be placed in the Lyminge Newsletter. Cllrs agreed that Cllr Hayward should contact FHDC to advise that the process for creating a Neighbourhood Plan for the whole parish is to commence.

## **HISTORIC ENVIRONMENT**

**11 Conservation Area Designation** – Cllr Baldwin noted this is something that needs to run in parallel to development of the Neighbourhood Plan and is likely to be determined more quickly. He expressed his view that the special historical character of the village to be protected by conservation area status is the character of commuter village created in the 1880s-1930s following the arrival of the railway, and would apply to the area bounded by Station Road, Canterbury Road, and Church Road, plus the High Street. Cllrs discussed and agreed that Cllr Joyce should work alongside Cllr Hayward to develop an application for Conservation Area status for Lyminge.

*Item 27 brought forward to consider with Item 12*

**12 LPC Website** – Cllr Baldwin presented his report. Cllrs **voted** and **agreed** the proposals presented in this report. Cllr King requested clarification that the lower-level website information is all reviewed and signed off at the F&A meetings. It was noted this is the Council's procedure for approving website content.

## **NATURAL ENVIRONMENT**

**13 Quote for Ethelburga Grove** – It was noted that this work had already been approved. Cllrs **agreed** Clerk to confirm with Spearpoint start date for this work.

**13.1 Tree maintenance** - To be discussed in the F&A meeting on 14<sup>th</sup> March 2022 and agree how to move forward.

**13.2** Cllr Bergin to speak with the residents of Fox Close to ask where they consider their boundary lines are, to clarify if there is uncertainty that needs to be addressed.

**14 Cllr King presented his report**

**15 Queens Green Canopy** – Councillors discussed and **agreed** the proposals in Cllr King's report including that the QGC trees in Rhodes Minnis should be planted around the edge of the Recreation Ground rather than within the adjacent field as previously suggested. **Canopy** (considered with items 28 and 30) – Cllrs discussed and **agreed** the proposals in Cllr King's report.

## **SOCIAL ENVIRONMENT**

**16 Lyminge Business Forum** – Unable to discuss as Cllr Joyce was not present.

**17 Refillable van** - Request for village car park use every 3<sup>rd</sup> Saturday – **Voted** and **approved** by Council.

**18 Fresh Air Fitness Equipment, Jubilee Field** – Clerk **advised** that FAF had responded advising equipment was very old and rather than replacing ad hoc parts, they may only be able to replace whole units. Council briefly raised the issue of overall use by Parishioners. Clerk has received a form to fill out detailing issues and will send back to company along with more photographs.

**19 Mole and Gate, Jubilee Field** – Clerk **advised** she has tried to contact Vic Harmer twice by email regarding both issues but has not had a response to date. Clerk will liaise with Cllr Huntley regarding a mole catcher and if he can contact Vic Harmer.

**20 Thoughtful Food** - Request for an event on Tayne Field to be covered under Parish Council insurance – Voted and **approved** by Council.

**21 LYA after-school fundraiser, Tayne Field 1<sup>st</sup> April 2022** – **Voted** and **approved** by Council.

**22 Repair of goal posts on Jubilee Field** – Clerk to obtain quotes on repair.

**23 KCC cutting the No.17 bus services** – Council **agreed** to check links and information and will address this later.

**24 Childrens play areas** – Cllr Baldwin presented a report and **advised** he has received the draft paperwork from Alastair Clifford at FHDC. Cllrs voted and approved the proposals in Cllr Baldwin's report

**25 Football Trials** – Cllr Huntley will be asked to check the Jubilee Field diary. If the field is available, the Council has **agreed in principle**, however this will need to be **discussed** and **agreed** at the F&A meeting on the 14<sup>th</sup> of March 2022.

- Cllrs **requested** Clerk to ask for clarification on what Mr. Nanda needs exactly and if the Scout hut will be open for the use of the toilet.
- Cllrs **agreed** the need for a written policy regarding these types of events going forward.

**FINANCE & ADMINISTRATION**

**26 AOB** – Cllr Luff would like to implement agenda schedules for meetings going forward which will address the need for “any other business.”

**27 Website content form** – Considered under Item 12

**28 Queens Green Tree Canopy Invoices** – Considered under Item 1515

**29 Cllrs Roles** – Cllr Luff **confirmed** that the drafted report of roles was circulated to Cllrs.

- Colin Manvill is stepping down from Speedwatch and a Cllr member will need to take this over.

**30 Queens Garden Grove Tree Invoices** – *Considered under Item 15.*

**31 Date of Next meeting** – Wednesday 30<sup>th</sup> March 2022 – Etchinghill Village Hall.

Meeting closed at 21.14pm

Signed..... Chairman

.....Clerk