

Lyminge Parish Council

Draft minutes of Lyminge Parish Council Full Council Meeting.
Held on Monday 8th January 2024 in the Tayne Centre, Lyminge.

Present: Cllrs Arnold, Moss, Trayner, Heywood, King, Alyson, Sage and Fuller.

In attendance: Cllr Hollingsbee (FHDC), four members of the public and Chani Sanger (Clerk)

Apologies: Informal apologies received from Cllr Carey. Apologies received from Cllrs Joyce, Huntley and Norman.

Declarations of interest: Item 5.2 - Cllr King - Voluntary Interest

01.02 To finalise and sign the following minutes:

01.02.1 Motion - To take the minutes of the Full Council meeting on Monday 11th December as accurate.

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

01.03 Public open session:

01.03.1 M Saunders raised a query in regards to 4 Fox Close and the works being completed. The question was raised as to whether it has been built to the approved specifications. M Saunders asked whether Cllr Joyce could liaise with FHDC and ask a planning officer to visit. Cllr Hollingsbee (FHDC) offered assistance in this matter.

01.03.2 M Wright questioned whether maintenance was being done in the parish and noted a broken pane of glass in the Woodland Road phone box. M Wright was advised that the LPC handyman is completing maintenance around the parish and that the pane of glass is on the list to be completed.

M Wright also asked if residents could treat the phone box library as a 'community effort' and instead of individual residents feeling that they had jurisdiction over the upkeep of the phone box library, instead, if a book is out of place the individual who notices it should fix it.

01.04 Matters arising from Council Action Plan or previous minutes:

01.04.1 Meriden Park (11.07.2 and 11.07.2.1) - The park was closed to the public due to unsafe equipment, after this happened it was discovered that the official handover from FHDC to LPC may not have occurred and as such LPC may not have been within their right to close the park. The clerk suggested that within the grey area of technical ownership, the park was still unsafe and should any accidents have happened it would have resulted in unnecessary injury and a potential claim either to LPC or FHDC. The clerk will liaise with FHDC regarding this.

01.04.2 Willow Tree (12.08.1) - Dealt with for £100 instead of the original quote of £250.

01.04.3 Councillor Action Plan updates: See appendix.

01.05 Committees:

01.05.1 Planning:

22/1122/FH - [To chase FHDC](#)

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

23/1802/FH - [No objection](#)

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

23/1668/FH - [No objection](#)

Lyminge Parish Council

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

01.05.2 Finance and Administration:

01.05.2.1 **Payment schedule:** For approval

1. £1365.45 - Insurance
2. £21.60 - Email hosting
3. £100 - Willow branch
4. £100 - Newsletter

[Motion: To approve the payment schedule](#)

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

01.05.2.2 Historic Environment Working Group

[Motion: To accept submissions given by Rob Baldwin to LPC. To approve the formation of a Historic Environment working group, and for the specific remit of that group to be set out by the Finance and Administration committee.](#) The initial group shall consist of Rob Baldwin and Cllrs Joyce, Fuller and Alyson.

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

01.05.2.3 Natural Environment:

[Motion: Council agrees to Lyminge Scout Troop undertaking regular monitoring of the flora and fauna of the Nailbourne in Well Field, with results reported back to LPC.](#)

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

[Motion: Council agrees to Lyminge Scout Troop undertaking occasional "stream cleans" of the Nailbourne in Well Field, under the supervision of the Council's Natural Environment lead, with the width of the channel cleared of vegetation, not to exceed approximately one metre unless previously instructed by full council.](#)

Cllr King suggested that more regular cleanings would be beneficial, with less vegetation cleared at one time. Cllr Heywood was mindful that the Lyminge Association may not appreciate LPC 'stepping on their toes' by allowing Lyminge Scout Troop to stream clean however the general feeling among LPC was that it was only positive encouraging younger people to get involved.

Proposed: Cllr King | Seconded: Cllr Trayner | Motion passed

01.06 Location of meetings:

01.06.1 Finance and Administration meetings

[Motion: To continue to have meetings up to the end of April at the Tayne Centre](#)

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

01.06.1 Full Council meetings

[Motion: To agree the following locations for Full Council meetings: 12th February and 11th March at the Tayne Centre and 8th April at Rhodes Minnis Methodist Church.](#)

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

01.07 Date of next meeting: 12th February, The Tayne Centre, Lyminge

Meeting closed at 20:38

Signed:

_____ Chair (Date __/__/23)

[Lyminge Parish Council](#)

Councillor Action Plan

Cllr	Action	
Huntley	Collect the block of oak for the Queen's Green Canopy commemorative plaque	Cllr Huntley not present at meeting
King	To follow up with Harmers in respect of the bollard(s) for Court Lodge Green and to discuss bollards elsewhere in the parish.	To action - will chase
Joyce	To give an update regarding HIP	Cllr Joyce not present at meeting
Huntley	To contact 4 Fox Close to reopen communication	Cllr Huntley not present at meeting
Heywood/ King	Where could new trees be planted? - Liaise with Cllr Carey	Liaising with Cllr Carey (KCC)
Joyce	Historic environment - to contact RB for involvement	Cllr Joyce not present at meeting
Heywood	Six willow trees to be planted on Tayne Field - To liaise with PW re location	Liaising with PW
Joyce	Pond - Roger to liaise with original company	Cllr Joyce not present at meeting
Norman	Pond - climate group to liaise with Cllr Joyce and original company	Cllr Norman not present at meeting
Norman	Raking Tayne Field park - to discuss with LPS eco club	Cllr Norman not present at meeting
Arnold	Event in July - to organise a meeting for social group to discuss	To put together a working group or committee
Clerk	Clerk to create booking form for LPC land	Clerk to liaise with cllrs regarding lands and content of form.
Handyman	Telephone box in RM - HM to quote	HM putting together quote for RM phone box and repair for Lyminge
Heywood	Trees impacting access and visibility of Tayne Field - to liaise with resident	Visited resident, will
Clerk	Farmer's market surgery rota	To do alongside cllrs
Arnold	Bandstand - to get quotes and do a report	On hold until next financial year.
Clerk	Clerk to email solicitors re payment for parks from FHDC	Waiting for a response
Joyce	To respond to email regarding conservation area	Cllr Joyce not present at meeting