



Agenda is available on appledorekent.org

6th December 2021

Notice of Meeting of the Parish Council

You are hereby given notice that a Meeting of the Parish Council will be held on
6th December 2021 at St. Peter and St. Paul Church commencing 19:30hr.

All members of the Council are hereby summoned to attend for the purpose of considering
and resolving upon the business to be transacted at the meeting as set out hereunder

Mary Philo Clerk to Appledore Parish Council Dated 1st December 2021

Agenda

**Please sit 2 metres apart unless in a bubble
Facemasks to be worn unless speaking**

1.Election of Chairman

To agree to elect a chairman until the Annual Meeting of the Parish 2022 (May 2022)

2.Formalities

I) Establish Quorum

(LGA Act 1972 sch12, 12/28/45)

II) Apologies and Reasons for Absence

(LGA Act 1972 sch12, 12)

III) Declarations of Interest:

(Code of Conduct)

a) Members of the council should declare any Disclosable Pecuniary Interest, (DPI), or any other significant interests, (OSI), in any item(s) on this agenda, in accordance with the council's Code of Conduct.

b) Requests for dispensations

3. Approval of Draft Minutes

To agree the minutes of the meetings held on 1st November 2021, (already circulated to councillors) as a true record. (Available on <http://www.appledorekent.co.uk>)

(LGA Act 1972 sch12,19.1)

At this point the meeting will be adjourned for the public session.

County and District Councillors Reports (Please email any questions directly to County and District Councillors)

Public Session

This session will last for 15 minutes. Members of the public will have 3 minutes to ask one question or make a statement on an item on the agenda except for the minutes. Should you wish to address other issues please contact the clerk or chairman at a later date. The public are welcome to stay and observe the rest of the meeting but are reminded that they cannot take part.

The meeting to reconvene.

4. Planning

4.1 Planning Decisions by Ashford Borough Council -

I) 21/01592/AS Bennets 56, The Street: Erection of 2-bay garage with log store; erection of greenhouse; erection of a gazebo. Permit.

4.2 Planning applications to consider

I) 5 Maple Place, Court Lodge: Erection of detached dwelling with associated car parking and landscape.

5. Highways and byways

Report by Councillor Hennig

6. Finances

6.1 Bank Account

As at 30th November 2021 £111,372.63 (this includes £70,000 ring fenced for capital projects and £19,985 ring fenced for highways).

6.2 October Receipts

£0.72 October Bank Interest
£11.09 Public Conveniences' Public Donations

6.3 October Payments

£1,267.21 October Salaries

6.4 Additional November payments made

£1,253.51 November salaries

6.5 To authorise the following payments

£36.89 Kent County Council: toilet requisites and stationary (vat £6.15)
£52.80 VR Sani: Toilet Sanitary Waste collection November to February (vat £8.80)
£18.00 Refund M Philo: Toilet requisites and Stationary (vat £ 3.22) -Some stationary costs will be recharged to Iden PC and Pett PC
£13.81 Pett PC : share of mobile phone for July, August and September 2021
£50.00 Refund M Philo : XL Black Ink Cartridge (vat £ ????) Cost to be shared with Pett and Iden PCs

6.6 Preliminary budget for 2022-2023

Budget including income solar panel Feed in tariff.

6.7 Bank Signatories

Natwest are now allowing their business customers to benefit from free online banking with dual authorisation. Dual authorisation is the only acceptable form of online banking for parish councils. With regard to online banking the clerk should not be a signatory and all signatories need to have reliable broadband. To agree to remove Mary Philo, James Perkins and Chris Vane and make Gary Kinsley, Derek Winter and Roger Hiskey bank signatories.

6.8 Council Risk Assessment

To agree the council risk assessment, delayed due to technical difficulties with virtual meetings.

6.9 Footpaths

To agree to ring fence £300 from the contingency budget to cover the cost of marker post replacement and stile repair. Receipts to be presented to the clerk. The council thanks the team for their voluntary labour for the repairs.

7. Council Policies

The Clerk has checked with available information sources and recommends that the current following policies and Standing Orders be reconfirmed:

I)To reconfirm Standing orders and the following policies: Financial Regulations, Co-option Policy and Procedure, Complaints Policy and Procedure, Disciplinary Policy, Equal Opportunities Policy, Grants Policy, Grievance Policy, Healthy and Safety Policy Statement, Media and Communication Policy, Publication and Information Scheme,

Public Communications and Public Enquiries.

II) Furthermore, to agree that the Financial Strategy for the current calendar year will continue to 31s December 2022. Similarly, to agree the Highways Strategy of 2016-2018 to apply to 2022 calendar year.

III) To agree the draft Privacy Notice and Draft Information and Data Protection Policy

8. K6 telephone box

To agree to contract one of the below to repaint the K6 Telephone box:

1) contractor A

2) contractor B

Funds to come from Minor Assets Budget £274 and the remainder from Contingency Fund which currently stands at £886.25

9. Information for Councillors

The Council insurance is up for renewal on the 26th January 2022

10. Date of Next Meeting

Monday 10th January 2022, 7.30pm, St. Peter and St. Paul Church. (Monday 3rd January is a bank holiday)