

Minutes of the Annual Meeting of Aldington and Bonnington Parish Council held on Monday 13th May 2019 at 7.30pm in The Eco Centre, Goldwell Lane, Aldington.

Present: Councillors; M Boulden, R Boulding, L Harman, P Kemp and T Ransley.

In attendance: Peter Setterfield PSLCC, Parish Clerk.

Also present: S Garrard (Chairman prior to the election who stood down, took items 1 and 2 of the agenda (minutes 530 and 531)) and 11 members of the public.

530. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.

Proposed by Councillor P Kemp

Seconded by Councillor T Ransley and there being no other nominations

Resolved to appoint Councillor C Fowler as Chairman of the Parish Council, the declaration of acceptance of Office to be signed prior to the next meeting of the Parish Council.

531. To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office.

Proposed by Councillor T Ransley

Seconded by Councillor M Boulden and there being no other nominations

Resolved to appoint Councillor R Boulding as Vice Chairman. Vice Chairman's Declaration of Office completed.

532. To receive apologies for absence:

Councillor C Fowler (annual leave) Declaration of acceptance of Office as a member to be signed prior to the next meeting of the Parish Council.

533. To receive any declarations of interest from Members:

There were no declarations of interest.

534. Public Participation Session:

A resident asked about the terms under which the football club used the Council's pitches as nothing had appeared in the minutes from a previous question.

This will be placed on the June agenda for discussion.

A resident asked if the planning application for Bank Farm was going to be discussed as it did not appear on the agenda. The Clerk advised that the Parish Council had not been advised of the new consultation on this application. It was agreed that the matter would be discussed.

A resident who is an acoustic consultant gave an overview on the document and that the equipment used for the new test was of a superior quality and would work, however, any live music could not be limited by any device.

Councillor Harman, who is also the Ward Member, has spoken to the planning department who have indicated that it would possibly grant permission subject to conditions.

The Parish Council have objected to previous applications and would be corresponding with the planning department regarding the lack of notification.

535. Minutes:

The minutes of the meeting of the Parish Council held on 8th April 2019 together with the minutes of the planning committee meetings of 8th and 29th April were submitted, agreed as a true record and signed by the Vice Chairman.

536. Insufficiency of candidates at ordinary election (co-option):

Section 21 of the Representation of the People Act 1985 provides that where an insufficient number of candidates is validly nominated at an ordinary local council election to fill the vacancies on the Council, those who have been validly nominated are automatically elected as councillors. Provided that those elected constitute at least a quorum (three), the council (e.g. those elected unopposed) may co-opt any person or persons to fill the vacancies.

Before exercising the power of co-option, the council does not have to give public notice of the vacancy or vacancies. However, it is best practice for the Parish Clerk to give public notice of the vacancies to attract possible candidates for co-option.

The Parish Council is asked to delegate the placing of the notice to the Parish Clerk in accordance with Section 101 of the Local Government Act 1972.

Resolved:

1. To co-opt Roberta Spicer to fill one of the vacancies in the Aldington Ward.
2. To request the **Parish Clerk** to place the notice of vacancy for each ward on the noticeboards and website, and social media.

537. Finance:

Schedule of payments:

Chq No	Payee	Detail	Amount
1397	CPRE	Annual subscription	£36.00
1398	Noticeboard Company	Purchase	£1,892.28
1399	Information Commissioners Office	Annual subscription	£40.00
1400	Harmer & Sons	Grounds maintenance	£966.00
1401 & 1402	Staff costs		£1,330.31
1403	C Fowler	Reimbursement	£12.98
1404	Aldington Village Hall	Room hire	£16.00
1405	Mr H J Hoad	Internal audit	£190.00

Resolved:

- 1. To receive and note the items of expenditure and approve payment.**
- 2. To authorise the transfer of £3,000.00 from deposit account to current account.**

Cheque 1395 reported in April to Aldington Post Office in respect of the defibrillator has been returned by the beneficiary saying that he does not want payment he is happy to provide the service. A letter of thanks is to be sent.

The first instalment of the precept from Ashford Borough Council has been received.

538. Financial year 2018/19 end of year analysis:

Report ABPC/19/01 brings to the attention of councillors a summary of the Parish Council's performance against its budget for the year ended 31st March 2019.

Resolved:

- 1. To receive and note Report ABPC/19/01.**
- 2. To receive and note the Parish Council's performance against budget for the year ended 31st March 2019.**

539. Report of the Independent Internal Auditor:

Report ABPC/19/02 encloses the report of the Independent Internal Auditor who has been asked to complete the Annual Internal Audit Report section of the Annual Governance and Accountability Return for the year ended 31st March 2019.

Resolved:

- 1. To receive and note Report ABPC/19/02.**
- 2. To receive and endorse the report of the Independent Internal Auditor.**

540. Statement on Internal Control for the Year Ended 31 March 2019 – Annual Governance Statement:

Report ABPC/19/03 details the Statement on Internal Control to support the Annual Governance Statement required as part of the Annual Governance and Accountability Return for the year ended 31st March 2019.

Resolved:

- 1. To receive and note Report ABPC/19/03.**
- 2. To approve and endorse the Statement on Internal Control for the year ended 31st March 2019.**
- 3. To authorise the Chairman of the Parish Council to sign the Statement of Internal Control for the year ended 31st March 2019.**
- 4. To respond 'Yes' in boxes 1 to 9 of the Annual Governance Statement at Section 1 of the Annual Return subject to the adoption of Report ABPC/19/03 which relates specifically to Box 6.**

5. To authorise the Chairman of the Parish Council to sign the Annual Governance Statement.

541. Statement of accounts for the year ended 31 March 2019:

Report ABPC/19/04 attaches the Statement of Accounts for 2018/19.

Resolved:

- 1. To receive and note Report ABPC/19/04.**
- 2. To approve and endorse the Accounting Statement at Section 2 of the Annual Governance and Accountability Return for the year ended 31 March 2019.**
- 3. To authorise the Chairman of the Parish Council to sign the accounts contained within the Annual Return for 2018/19.**

542. Appointment of Internal Auditor:

The Parish Council is required by Regulation 15(1) of the Accounts and Audit Regulations 2015 to 'undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance'.

The Parish Council is therefore requested to consider appointing Mr H J Hoad as its independent internal auditor for the year 2019/2020.

Resolved: To appoint Mr H J Hoad as the Independent Internal Auditor for the year 2019/2020.

543. Asset Register:

Report ABPC/19/05 brings to the Parish Council a copy of the asset register compiled from the Parish Council's records.

Resolved:

- 1. To receive and note Report ABPC/19/05.**
- 2. To receive and acknowledge the Asset Register.**

544. General power of Competence:

Report ABPC/19/06: The Parish Council has benefited from the use of the General Power of Competence since 2015. Legislation requires that the Parish Council must resolve at its annual meeting following an election that it continues to meet the criteria set out as detailed in the report.

Resolved:

The Parish Council resolves from 13 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of

Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

545. Schedule of Meeting Dates:

Resolved: The following dates were approved for the meetings for 2019/2020.

10th June 2019, 8th July 2019, 9th September 2019, 14th October 2019, 11th November 2019, 9th December 2019, 13th January 2020, 10th February 2020, 9th March 2020, 6th April 2020 and 11th May 2020.

The Aldington Annual Parish Meeting 14th April 2020

The Bonnington Annual Parish Meeting 26th May 2020

546. Parish Council Appointees:

Report ABPC/09/07 brings to the attention of Councillors a number of roles undertaken on behalf of the Parish Council by its members. As part of the Parish Council's annual procedures it is asked to nominate members to undertake the various roles.

This item was deferred until the June meeting when the full membership of the Council is known.

547. Aldington Village Hall:

Councillor Boulding reported that bookings are still low and the Brownie camp which has been a full week in previous years has been scaled back to 4 days this year. The Annual General meeting is on the 30th May where discussion will be held on ways to raise the profile of the hall.

548. Allotments:

Nothing to report.

549. Planning:

Otterpool Park: a draft response was circulated to members prior to the meeting as work in progress as not all of the documents had been studied. An extension to the submission deadline has been granted which is now 10th June.

The Parish Clerk has had a meeting with the Otterpool Park team in view of the number of concerns and the lack of consultation in the Parish, as a result of this meeting agreement has been reached that a workshop event will be held in the Village Hall to enable the residents of Aldington and Bonnington to see the plans in detail and to put forward comments. **The date of Saturday 8th June has been suggested by councillors and this will be taken forward by the Clerk to make the necessary arrangements.**

550. Correspondence:

1. Information Commissioners Office Newsletter
2. Rural Services Network – weekly news digest 9th April 2019
3. Rural Services Network – weekly news digest 16th April 2019
4. Rural Services Network – weekly news digest 24th April 2019
5. Rural Services Network – weekly news digest 30th April 2019
6. Rural Services Network – weekly news digest 8th May 2019

551. Any Other Business:

Little Park Farm, has an application been received for the caravan, **this will be followed up with the planning department at ABC by the Parish Clerk.**

Councillor Harman has received correspondence regarding traffic outside of the school and children. The **Clerk advised that KCC had issued a lengthy document on roads which would be on the June agenda.**

Councillor Kemp asked if the Council wished to continue to organise the annual carol concert as bookings need to be made and consideration given to the poor support received the last two years. It was agreed that the event would not proceed.

Councillor Kemp raised the issue of the litter bins and the fact that the Borough Council contractors are not replacing the lids properly when they are emptying them. The Clerk has communicated with the Borough Council who have spoken to the contractor again about this and advised them that they will be invoiced for missing lids.

A review of the outstanding items from the previous Parish Council has been requested and this will be placed on the June agenda.