
Apologies:- Cllr. Mrs Lawrey

1. The minutes of the meeting on 28th April were approved as a true record and signed accordingly

2. Matters arising from previous meetings

2.1 OVMH documentation ownership is still being investigated by Cllr. Cracknell.

2.2 Assistant clerks contract – The clerk has obtained a specimen contract and has forwarded it to the chairman who will utilise it to compose a suitable contract and job description for the Assistant Clerk

2.3 Estimates for works to the front entrance, path, hedge, dropped kerb to ensure that they are DDA compliant are awaited.

2.4 The toilet refurbishment to be costed

2.5 It was noted that the bricks on the entrance wall need replacing and it is understood that BT has removed them for safe keeping. Brian/Norman will repair the wall as soon as practicable.

2.6 The “two signatures” rule for cheques has been rescinded and will now require our Financial Regulations and Standing Orders to be amended.

2.7 The Parish web-site – Cllr. Whitehead reported that his contact was not readily available to assist. It was agreed that an article be placed in the next newsletter seeking assistance from local web builders.

2.8 The fete committee has offered to contribute to the cost of repair to the duck house. The clerk had submitted an application form and £300 had been donated.

3. General

3.1 An updated cash flow was tabled and agreed.

3.2 The receipts and payments lists were agreed.

3.3 The Parish web-site – Cllr. Edwards-Winser would provide email details to Cllr. Whitehead of two Shoreham residents who could produce a website.

3.4 Quotes for electrical work were required in order to ascertain the final costs of the defibrillators.

3.5 The accounts, the accounting statements and the annual governance statement for 2013/2014 were recommended for approval by the Council

4. Cemetery

4.1 Cllr. Edwards-Winser had noted that a new bin lid was needed on one of the bins at the cemetery entrance. A new one should be purchased and in the short term the lid from the other bin could be swopped. Soil from a grave had been dumped near the cemetery entrance. The clerk will liaise with Mr Thomas. Further pre purchases had taken place for the green cemetery by non residents. The possibility of restricting burial in the green cemetery to local residents should be discussed at the next Council meeting

4.2 The Cemetery Supervisor and a number of residents had complained about the mowing in the consecrated cemetery. The contractor had not mowed since 3rd May and at that point it had not been carried out with due care. It was agreed that the contract be terminated and that the contractor who mows the Green be contacted for urgent assistance and for a quote for the rest of the year.

4.3 A request had been received for a path to be mowed through the green cemetery. This was considered impractical due to the nature of the green...
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  area.

5. Car Park

5.1 There were no financial matters to discuss.

6. Toilets

6.1 There were no financial matters to discuss.

7. Allotments

7.1 There were no financial matters to discuss

8. Recreation Grounds/Pond

8.1 The Clerk had arranged playground inspection training and the cost had been shared with Kemsing and Seal Parish Councils.

8.2 Information re dog control on the recreation ground had been sent by KALC and the Clerk will forward it to all Councillors.

6.4 Clerk

9. School House

9.1 There were no financial matters to discuss. The gutters were to be replaced in June.

10. The Chalk Pit

10.1 There were no financial matters to discuss

11. Other Matters.

11.1 St Bartholomew’s had recommended an appointee who is to be approached.

11.2 An email had been received from Westerham Parish Council re the Council Tax Support Grant.

11.3 An email had been received from KALC re update to model financial regulations.

11.4 Two emails had been received from KCC re payments to the Local Government Pension Scheme.

11.5 Two emails had been received re the Darent Valley Landscape Partnership Scheme including a request for funding support. It was recommended that the previous support of £1000 for three years be extended to 5 years.

Council to vote

DATE OF NEXT MEETING

The next meeting will be held on Monday 30th June 2014 at 09.15

There being no other business to discuss this meeting was closed at 11.00am

Signed…………………………………………Chairman

Dated ..........