

POSTLING PARISH COUNCIL

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Minutes of Postling Parish Council meeting held online via Zoom on Wednesday 27 May 2020 at 6.30pm *nb: meeting held online due to the Coronavirus situation*

1. Attending: Cllr Frank Hobbs in the chair, Cllrs Helen Calderbank, Christine Hobbs, Yvonne Mumford, John Pattrick, Charlie Wilkins, Parish Clerk Clare Hamilton, County Cllr Susan Carey, District Cllr Jenny Hollingsbee
Dispensation: It was agreed to grant a dispensation to Cllr John Elphick for non-attendance at meetings since November due to illness.
2. Declarations of interest on Agenda items: As neighbours, Cllrs Frank Hobbs and Christine Hobbs declared an interest in item 5a.
3. **It was resolved** to accept the Minutes of decisions made by email in lieu of 25 March 2020 meeting cancelled due to Covid-19, and to accept the Minutes of the meeting held on 29 January 2020. Minutes will be signed by the Chairman at a later date.
4. There were no matters arising from Minutes of the previous meeting.
5. Planning Applications received since the last meeting, circulated to Councillors for comments, the outcomes of those deliberations, and to consider any further applications received since this agenda was published:
 - a. **Y20/0455/FH 2 Church Villas, Pilgrims Way, Postling CT21 4EY**
Replacement of windows (currently a mix of double glazed uPVC and wooden casements) for wooden double glazed casement windows. Removal of front porch and replacement of front and back doors from double glazed uPVC to wooden doors. Re-rendering of house and out building.
Comments to F&HDC by 25 June 2020. PPC No objection.
 - b. **Y20/0586 Fox Cottage, 2 The Terrace, The Street, Postling CT21 4EX**
Erection of rear single storey extension to first floor, small part of existing roof to be removed to accommodate dormer.
Comments to F&HDC by 11 June 2020. PPC No objection on condition the dormer extension is no larger than neighbour.
 - c. **Y19/1258/FH Postling Lodge, Farthing Common**
Retrospective planning permission for a grounds maintenance building and entrance gate accessed from Loughborough Lane at Postling Lodge.
PPC Objection. Awaiting decision from F&HDC.
 - d. **Y19/0257/FH Otterpool Park development, Ashford Road, Sellindge**
Responses from F&HDC Planning Officer are available on the F&HDC website. Project is ongoing.
 - e. **Y18/1300/FH Pent Farm, Pilgrims Way, Postling CT21 4EY**
Reserved matters application for the erection of a permanent agricultural dwelling being details pursuant to outline application Y17/0650/SH (details relating to landscaping, scale, appearance and layout) and Y17/1621/SH Pent Farm, Pilgrims Way, Postling CT21 4EY
Erection of a dwelling being details pursuant to outline planning permission Y17/0650/SH (details relating to layout, scale, appearance, means of access, and landscaping), together with discharging planning conditions 4, 5, 6, 7, 8, 9 and 10.
PPC No Objection. F&HDC Granted.
 - f. **Y17/1417/SH Postling Lodge, Farthing Common**
Tree clearing to access onto Loughborough Lane: Replanting expected in early 2020 has not taken place. Further felling has taken place at neighbouring property. Planning officer reported some saplings will be planted this year with other tree planting delayed until 2021.
 - g. **Y19/0035/NMA Barndale, Sandling Road Lyminge CT18 8DX**
Non-material amendment for an additional window. Awaiting decision from F&HDC.

Chairman Frank Hobbs

Parish Clerk/RFO Clare Hamilton | 14a Elmstead Place, Folkestone CT20 1QU | 01303 257321 / 07890 248601

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5. Highways

- a. Roadworks notifications received from KCC since last meeting
19 May 2020 Staple Lane, Postling 2 days closure for micro-surfacing, works completed.

Further works:

- Tolsford House drainage work is pending
- Badger problem on Sandling Road will continue to be reported to Highways.

- b. Fault reporting

Parishioners are encouraged to join Councillors in reporting Highways faults at
www.kent.gov.uk/roads-and-travel/report-a-problem

7. Finance

Annual Governance & Accountability Return:

- a. Exemption from limited assurance review for the year ended 31 March 2020
It was resolved by all councillors to certify that during the financial year 2019/20, the higher of Postling Parish Council's gross income for the year, or gross annual expenditure for the year, did not exceed £25,000.
Having met the full criteria for exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, the Certificate of Exemption will be signed and submitted to the external auditor.
- b. Effectiveness of the system of Internal Control for the year ended 31 March 2020
It was resolved by all councillors to accept the findings of the Internal Audit as carried out by Chris Reynolds on 5 May 2020.
- c. Annual Governance Statement for the year ended 31 March 2020
It was resolved by all councillors to approve the Annual Governance Statement which be duly signed and dated.
- d. Accounting Statements for the year ended 31 March 2019
It was resolved by all councillors to approve the Accounting Statements which be duly signed and dated.
- e. Receipts & Payments for the year ended 31 March 2020
It was resolved by all councillors to approve the Receipts & Payments which will be duly signed and dated.
- f. Balance of account at 27 May 2020: Balance = £8,333.39
- g. Payments and Receipts since last meeting
Payments since last meeting:
- | | | | |
|------------------|--------------------|----------|--|
| Clerk's salary | Feb & Mar | £ 345.28 | |
| Clerk's expenses | 1.8.19 - 31.3.2020 | £ 45.57 | |
| Clerk | Website production | £ 160.00 | |
- Receipts since last meeting:
- | | | | |
|---------------|---------|-----------|--|
| F&HDC Precept | 2020/21 | £3,200.00 | |
|---------------|---------|-----------|--|
- h. **To consider** Expenditure due before next meeting
- | | | | |
|------------------|------------------|----------|------------|
| PNVH | Annual hall hire | £ 48.00 | |
| KALC | Annual subs | £ 171.46 | vat £28.58 |
| Zurich Municipal | Insurance | £ 290.28 | |
| PCC | s.137 donation | £ 200.00 | |

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Age UK	s.137 donation	£ 100.00	
Air Ambulance	s.137 donation	£ 250.00	
Clerk's salary	April & May	£ 345.28	
Zoom fee	May meeting	£ 14.39	vat £2.40

Expenditure proposed by Cllr Helen Calderbank, seconded by Cllr Charlie Wilkins, all in favour.

8. District Councillor's and County Councillor's reports: see Appendix.

Cllr Susan Carey highlighted that Cllr Jenny Hollingsbee has played a major role in the creation of the Kent Community Hubs. Cllr Hollingsbee reported Age UK have played a major role in the current crisis.

As most KCC and F&HDC staff are currently working from home, members of the public are urged to be patient as queries may take longer to be responded to.

Current increased spending will affect KCC and F&HDC future budgeting and spending on non-essential Highways repairs is expected to be reduced.

The Chairman congratulated F&HDC on their efficient provision of the business grants and retail & hospitality grants (a Discretionary Grant is now available to businesses who did not qualify).

Councillors expressed thanks for the unaffected bin collections; this service is much appreciated.

9. Website: 'Postling Past' page added to website with images from the Postling cookbook kindly supplied by Caroline Butterfield. Current Covid-19 information from added under Community tab.

10. Chairman is reviewing Community Resilience and Emergency Plan. Risk Assessment updated.

11. Correspondence received, circulated in weekly email update to Councillors, plus:

- request from nursery for funds for PPE and cleaning materials: information on funding sources will be forwarded
- F&HDC Examination of the Folkestone & Hythe District Core Strategy Review
- regular Covid-19 updates from Public Health England and KALC

12. For information

- Kent Minerals & Waste Plan: plan for sites does not include Postling area
- The parish council is following guidance from KALC (Kent Association of Local Councils) and NALC (National Association of Local Councils) on protocol for holding meetings online and/or making decisions by email.

The meeting closed at 7.30pm

Next meeting 28 July (to be held online unless restrictions are lifted)

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Appendix

Report from District Councillor:

The Hythe Community Hub set up in March with Age UK Hythe & Lyminge and supported by the District Council continues to help vulnerable and isolated residents within Sellindge and surrounding Villages, with no family nearby to support them during this Coronavirus crisis. Very many thanks to all who have given up their time and potentially put their own health at risk to deliver essentials, such as food and medicines; there have been over 12,800 incoming calls, 5,200 outgoing calls and almost 15,000 GP welfare calls made from the Hythe Hub. At the end of May Nestlé provided 4,000 Easter eggs for distribution to those receiving prescriptions and shopping baskets as a bit of a pick-me-up and the staff and volunteers made sure VE Day was celebrated. See photo. Contact details - 01303 269602 Covid-19@ageukhl.co.uk and this is open 9am-4pm currently 7 days per week but subject to change. There is also District Council Covid-19 Helpline on 01303 761116 open 9am-5pm 7 days a week Covid-19@folkestone-hythe.gov.uk and KCC 24/7 - Kent Together support Telephone No 03000 419292.

The Scrutiny Overview Committee held remotely on 19 May was the first meeting of its kind for the authority and has been organised as part of the measures to reduce the spread of COVID-19. The council has worked hard to ensure these meetings can resume, allowing councillors to continue representing their electorate and making decisions in public. Details of meetings and how to watch live can be found on the website.

Unlike other parts of the County, our kerbside Waste collection service continues to operate uninterrupted and the Garden Waste Service is still operating and is accepting new customers - details on the District Council website.

The business rates team continues to process support grants. As of last week the team has distributed £23,845,000 (more than 82% of the total allocation) to more than 93% of eligible businesses; amazing job well done.

A letter has been sent out to ask that the remaining 150 eligible businesses either claim support or let us know that they do not wish to claim.

Coronavirus Small Business Grant & Retail Hospitality & Leisure Grant Scheme – all businesses eligible for these grants need to provide account details for these payments using an electronic form on the council's corporate website which can be accessed through this link <https://www.folkestone-hythe.gov.uk/business-grant-fund>

The District Council is setting-up a Discretionary Grant Scheme with additional funding from the Government with the aim of supporting businesses across the District which have not been awarded any grant funding to date. This is being launched on 6 June and will be open for 3 weeks. Please see website for further details.

A renewed call-out has been made to Folkestone & Hythe district residents who may need help paying their Council Tax - for further information please see website.

PCSO's from Folkestone & Hythe District will be holding Digital Surgeries on Thursday 4th June 2020 for the wards of North Downs East & West - see website for details.

If you're a #local business that's offering deliveries, takeaways or collections, you can apply to list your details on the new #PurplePages directory from @fstonehythedc. Find out how to apply for your free listing here: folkestone-hythe.gov.uk/supportlocal/p... #SupportLocal

On the Core Strategy Public Examination the Inspectors have published the Main Matters, Issues and Questions, Inspectors' Guidance Notes, and Indicative Running Order for Hearing Sessions and the deadline for receipt of written updates on any original submissions is 5pm on Friday 3 July 2020. Again, further information can be found on the website.

Keep Safe and if there are any issues we can help local residents with, please do contact us.

Jenny Hollingsbee Deputy Leader & Cabinet Member for Communities, Lifeline, Area Officers & Street Homeless.
District Councillor, North Downs West Ward

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Report from County Councillor:

With so much changing so quickly, the best place for up to date information is online. As well as [gov.uk](https://www.gov.uk) there's [Kent.gov.uk](https://www.kent.gov.uk) with regularly updated information on how services are affected by Covid-19.

Compared with many other parts of the country, Kent's services have largely continued. Our call centre still takes normal calls (some other councils have only taken emergency calls), our road repair service continues (some other councils have only dealt with emergency callouts), over 6,000 KCC staff are working from home many of them home schooling their children and coping with the same challenges we all face. Our work on many environmental projects is also continuing including the installation of over 1,000 solar panels on buildings. As I write our libraries and council buildings remain closed but our Household Waste Recycling Centres are re-opened and accepting the full range of waste. Please remember to book at kent.gov.uk/hwrcbook or ring 03000 417373.

There's an enormous amount of work being done to support vulnerable children and adults in Kent both our everyday work and the extra work brought about by the Covid-19 emergency. On 01 April we launched Kent Together a 24-hour phone line (03000 41 92 92) and online form for people to ask for help for themselves or others. Recently we have also had to cope with a sharp rise in the number of Unaccompanied Asylum Seeking Children (UASC) arriving in Kent with 160 new arrivals this year up to 15 May.

The Government has asked KCC to take on a new roles in 'test and trace' of people with symptoms of Covid-19 and control of the spread of the virus in all care homes in Kent (not just those with clients placed there by the local authority). We are also working on the recovery plans for Kent's economy with advice and support already being offered Kent businesses.

Whilst councils have received substantial extra funding from the Government it is well short of the loss of income and extra costs we face.

This is just a small part of the work going on right now. If my replies to emails have been short, forgive me. As a member of KCC's cabinet I'm required to take part in even more meetings (remotely of course) than before.

Stay safe, help one another and stay alert.

Susan Carey *Member for Elham Valley, Kent County Council*
District Councillor, North Downs West, Folkestone & Hythe District Council



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