

# POSTLING PARISH COUNCIL

postlingpc@aol.co.uk | www.postlingpc.co.uk

## Minutes of the Annual Meeting of Postling Parish Council held in Postling Village Hall on Tuesday 23 May 2023 at 6.30pm

1. Appointment of Chairman
  - a. Councillor Frank Hobbs was appointed Chairman, as proposed by Cllr John Patrick and seconded by Cllr Charlie Wilkins
  - b. Councillor Helen Calderbank was appointed Vice Chair, as proposed by Cllr Christine Hobbs and seconded by Cllr Dan Shaddick.Following the Uncontested Local Election for Postling Parish Council and the retirement of Yvonne Mumford there is one vacancy for a parish councillor to be filled by co-option.
2. Attendance and apologies for absence  
Attending: Chairman Frank Hobbs, Cllrs Helen Calderbank, Christine Hobbs, John Patrick, Daniel Shaddick, Charlie Wilkins, Parish Clerk Clare Hamilton, County Councillor Susan Carey, District Councillors Jenny Hollingsbee and Elaine Martin, and one member of the public.
3. Councillors' Acceptance of Office and Code of Conduct, and declarations of Disclosable Pecuniary Interests  
Code of Conduct accepted.  
Acceptance of Office forms signed.  
Disclosable Pecuniary Interests forms to be completed.
4. **It was resolved** unanimously to accept the Minutes of the Annual Meeting of the Council held on 24 May 2022
5. There were no Members' declarations of interest on Agenda items.
6. **It was resolved** to confirm exemption from Limited Assurance Review  
Postling Parish Council confirms that during the financial year 2022/23, the higher of the 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 was signed and will be submitted to the external auditor.
7. Internal Control and Annual Governance Statement
  - a. Chris Reynolds completed and approved the Internal Audit on 21 April 2023.
  - b. **It was resolved** to approve and sign the Annual Governance Statement for the year ended 31 March 2023.
8. Accounting Statements for the year ended 31 March 2023  
**It was resolved** to approve the Accounting Statements for the year ended 31 March 2023 which were signed and dated by the Chairman.
9. The Budget for financial year 2023/24 was agreed at November 2022 meeting.
10. Banking Arrangements  
Account is HSBC Business Account which incurs an £8 monthly fee. Account signatories are Chairman and Parish Clerk.
11. There were no amendments to Financial Regulations
12. Review of Insurance provision and renewal quotation  
We are coming to the end of year one of a 5-year Long Term Agreement with Zurich Municipal.  
**It was resolved** to approve payment of the year 2/5 premium of £299.05 for 2023/24.
13. Amendments to Policies and Procedures  
Risk Assessment and Asset Register updated. GDPR reviewed.

*Chairman Frank Hobbs*

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

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## 14. KALC Area Committee and Village Hall Committee

KALC Area Committee: It was proposed by Cllr Helen Calderbank and resolved unanimously that Chairman Frank Hobbs and Cllr Christine Hobbs continue in their roles.

PNVH Committee: It was proposed by Cllr John Pattrick and resolved unanimously that Cllr Helen Calderbank and Chairman Frank Hobbs continue in their roles.

*This concludes Annual Meeting business*

## 15. **It was resolved** unanimously to accept the Minutes of meetings held on 27 Sept and 24 Jan 2023

## 16. There were no Members' declarations of interest on Agenda items.

## 17. Public Participation session, not required.

## 18. Matters arising from meeting on 28 March 2023 not included on agenda

It is understood there has been some progress with the delivery of a bus shelter at Newbarn corner but no details have been received.

## 19. Planning Applications received since last meeting, circulated to Councillors for comments, outcomes of those deliberations, and to consider any applications received since this agenda was published:

Received on 22 May:

### **23/0635/FH Tolsford House, The Street, Postling CT21 4EU**

Dismantling of a redundant truncated chimney stack to the north elevation, replacement windows, repairs and other minor alterations.

Comments to FHDC by 8 June. PPC Supports.

### a. **23/0580/FH Land Rear Ash Wells, Pilgrims Way, Postling**

*amended to Pent Farm, Pilgrims Way CT21 4EY*

Photovoltaic solar array, ancillary infrastructure, and landscaping.

A public meeting will be held on Tuesday 30 May at 6.30pm at Postling Village Hall to hear residents' views on this application.

Comments to FHDC by 9 June.

### b. **23/0297/FH Haslemere, Loughborough Lane, Lyminge CT18 8DG**

Single storey rear & side garage extension with workshop, including removal of existing chimney, new wall / roof finishes & associated landscaping

FHDC Approved.

### c. **22/2118/SCO Pent Farm, Pilgrims Way, Postling CT21 4EY**

Consultation request in respect of EIA Scoping Opinion under regulation 15 of the Town and Country Planning (environmental impact assessment) Regulations 2017

FHDC 'Advice given'.

(further to the consultation held in December 2022 on a proposed new solar project at Pent Farm, see item 19.a)

### d. **19/1258/FH Postling Lodge, Farthing Common CT18 8DQ**

Retrospective planning permission for a grounds maintenance building and entrance gate accessed from Loughborough Lane at Postling Lodge.

PPC Objection. Awaiting decision from FHDC. (Cllr Jenny Hollingsbee is expected to meet with head of planning to raise this and other planning matters)

## 20. Highways

- a. The Chairman recently met with the KCC Highways Steward and Highways engineer to discuss

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Cuckoo Lane. There is no budget to resurface the road but Highways is due to mark it for extensive patching.

## 21. Finance

a. Balance of account at 23 May 2023: £8,186.61

b. Payments and Receipts since last meeting:

### Payments -

HSBC	Charges Feb, March, April	£	32.00	
C Hamilton	Annual expenses 1.4.22-31.3.23	£	73.78	
C Hamilton	Salary Feb & March	£	403.92	(adjusted to include £8.03 shortfall)
Signs Engraving	Coronation brass tree plaque	£	143.88	vat £23.98
	& ground stake, delivery	£	8.34	vat £1.39

### Receipts:

FHDC	Precept 2022/23	£	3,782.00	
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c. Expenditure due before next meeting -

Zurich Municipal	Insurance premium 2023/24	£	299.05	last year £292.24
HSBC	Account charges May & June	£	16.00	
KALC	Annual subscription	£	176.02	vat £29.34
PCC	Annual donation	£	200.00	s.137
Age UK	Annual donation	£	100.00	s.137
Air Ambulance	Annual donation	£	250.00	s.137
C Hamilton	Salary April & May	£	395.89	
	Travel exp 2 x May meetings	£	14.40	
FHDC	Uncontested election fee	£	60.13	

**It was resolved** to approve expenditure. Proposed Cllr Christine Hobbs, seconded Cllr John Patrick, all in favour, approved by the Chairman.

A VAT refund of £80.02 for the period 01.03.22-28.02.23 has been applied for.

22. Reports from District Councillor and County Councillor: included in Annual Parish Meeting minutes.

## 23. Coronation of King Charles III

Local events held over the weekend of 6-8 May 2023 included a barn dance, lighting of the beacon, planting of commemorative oak tree in the church grounds, walking treasure hunt, street party (moved to the Pent due to poor weather forecast), and a cake competition (including baked potato!).

## 24. Fire Hydrants

Waiting for follow-up re. request for KF&RS to record the Farthing Common hydrant on their hydrants map.

## 25. For Information

- Works at the reservoir at Farthing Common: Hard standing area has been removed, a planning condition for it to be reinstated has not yet been met. Clerk to investigate with planning department/applicant.

- Parish Council meeting dates 2023, Tuesdays at 6.30pm: 30 May, 25 July, 26 September, 28 November.

Meeting closed at 7pm

Signed.....Frank Hobbs, Chairman, May 2024

Chairman Frank Hobbs

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