

# Eastling Parish Council

**Minutes of the Parish Council Meeting** held Wednesday 10th **November 2016** in Eastling Village Hall at 6.30 pm

## **1. Attendance and Apologies for Absence.**

Present: Cllrs. Jimmy West, Helen Higgs, Julia Bailey, Nigel Bickerdike, John Payne, Alan Willson (Village Warden). David Buckett was also in attendance.

Apologies were received from Cllrs Andrew Bowles and Colin Prescott. Paul Ainsworth also extended his apology

**2. Appointment of Clerk.** The council agreed to appoint Cllr. Julia Bailey as Clerk to the council. The previous Clerk's [Jill Seaman] contract ended with effect from 5<sup>th</sup> November. Council documents and records had been passed from Mrs Seaman to Cllr. Bailey. Cllr Bailey kindly agreed to act as Clerk until a permanent professional clerk is appointed. To that end, the new position will be advertised immediately. Interviews expected to take place on 15<sup>th</sup> December, and the new clerk to be formally appointed at the next council meeting on 4<sup>th</sup> Jan 2017. The new clerk will be an employee of the council and paid under PAYE. It was agreed that the subcommittee for selecting the new clerk would be any two Councillors out of Cllr West, Cllr Bailey and Cllr Payne.

**3. Minutes of the Annual Meeting held on 21<sup>st</sup> Sept 2016.** The minutes were approved.

## **4. Matters Arising**

**Web Site.** [eastlingvillage.co.uk](http://eastlingvillage.co.uk) The new website was up and run by Paul Ainsworth. The Council were pleased with what has been created so far. It was thought more material needed to be added; in particular about the council and official council documents. The new clerk should be able to arrange for this to happen on a regular basis. Also old photos should be able to be obtained from past Cllr Harold Wild. Cllrs were asked to look at the website in detail before the next meeting for comments and suggestions for Paul. Cllr Payne will invite Paul to the 4<sup>th</sup> January meeting.

## **5. Village Warden's Report.**

Alan Willson gave his report, which included discussions on recent incidents in the village of undesirable men trying to get into cars to steal cash. A dog had been found belonging to men who had been seen with catapults in the village recently. A broken /stolen car had been found. Alan reported all these matters to the police.

For the last 2 weeks sheep had been found in gardens and on the roads, on several occasions, belong to a local farmer. The clerk has written to the farmer on behalf of the council urging him to keep his sheep fenced in properly, as the Council is very concerned that a road accident could easily happen.

**6. David Buckett, the Internal Auditor gave his report.** The council thanked David for all the excellent work he was doing in getting the Council up to date with relatively new Government regulations to Councils about Governance, Accounts, and related matters. The accounts and governance documents were completed and signed by the council [after 7A & 7B below]. The treasurer will send them to the external Auditor, PKA Littlejohn, to complete the process. The accounts will be displayed on the parish notice board for the required time.

Cllr Bailey is completing an application for a Grant to the government Transparency fund for £1,640, which will be for a Council computer, software and Clerk training.

The Council has now joined The Kent Association Local Councils [KALC], who provide significant support, training and knowledge to Councils. Cllr will attend the KALC AGM in November. She and other councillors intend to get more deeply involved with KALC, to make use of their full services.

The Council gave their sincere thanks to Cllr Bailey and Cllr Payne for all the massive amount of extra work they were undertaking to enable the council to comply with new Government regulations.

**7A.** The Council approved the annual Governance statement for y/e 5.4.16

**7B.** The Council approved the annual Accounts Statement for y/e 5.4.16

**8. Chairman's Report.** Nothing further to report

**9. Treasurer's Report.** The bank Reconciliation and balance were reported. Agreed a £35 donation to CPRE.

**10. Planning Report.** Noted an application for replacement windows at Porch House.

**11. Correspondence .**

i] SBC on corporate equality.

ii] an update for local MP,

iii] insurance matters.

Any correspondence was available to read.

**12. Any Other Business** There were no matters arising.

**13. Date of Next Meeting.** The next Parish Council Meeting will be on Wednesday 4<sup>th</sup> January 2017 in Eastling Village Hall at 6.30pm.

There being no other business, the meeting finished at 8.10pm

Signed as a true record of the proceedings:

Chairman

Date: 5 December 2016