

WALMER PARISH COUNCIL

Minutes of the meeting of Walmer Parish Council held on Wednesday, 3 February 2021 via Zoom Video Conference.

Present Councillors:

Cllrs Murray (Chair), M Eddy, P Heath, D Thompson, J Lonsdale, Miss A Herring, G Beardman, C Weale

Officers Present:

Cllr Mrs S Le Chevalier (Acting Clerk)

Mrs J Watson (Technical Support)

6078. APOLOGIES FOR ABSENCE

Cllr Mrs M Beard-Gould, Cllr D Symons, Cllr P St Ange, Cllr B Gardner

6079. DECLARATIONS OF INTEREST

Cllr Mrs S Le Chevalier VOI as Acting Clerk Walmer Parish Council
Cllr P Heath VOI Planning Committee Agenda Item 4172 ii) member of Wellington Parade Residents Group

6080. OPENNESS AND TRANSPARENCY

To remind those present of the following: -

The right to record, film and to broadcast meetings of the council, committees and sub committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings.

While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 2018.

Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.

6081. CHAIRMANS REPORT

The Chairman reported that a number of items had been listed on the agenda that required updates and he planned to deal with these under the Chairman's report.

Item 19. Community Housing at York and Albany Close – Our partners continue to work with Dover District Council to prepare a planning application.

Item 22 Office Review- Our application for the Mortgage has received its first assessment, questions have been answered and it has now been forwarded for a second assessment.

Cllr J Murray reported that due to the Clerk's departure we would not be holding all our committee meetings. We will still be holding Council, HR, Planning and Finance meetings and other committees would resume once a new Clerk is in post. Urgent business from a committee not being held will be brought to the Full Council.

6082. MINUTES

Members considered the minutes of the extraordinary meeting held on Monday, 25 January 2020.

RESOLVED: That the minutes of the meeting be approved as a correct record and will be signed by the Chairman at the earliest opportunity.

6083. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

None.

6084. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER

- i) Members agreed to suspend the meeting for up to 15 minutes to allow discussion with members of the electorate of the Parish of Walmer present at the meeting. Residents from York & Albany Close attended and spoke about their concerns regarding the Community House project on Walmer Parish Council owned land within this close.

RESOLVED: Members agreed to note

- ii) Cllr P Jull reported on the planning application at Cross Roads and parking ticket increases in various car parks across Deal.
- iii) Cllr T Bond reported that KCC had been busy with budget setting; vaccination centre and proposed Custom Centre in Guston.

6085. CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

- i) PCSO Adam Herod reported via zoom that crime in Walmer was low. Deal Police Station is now closed and has moved to Dover Police Station.
- ii) Police Surgeries: Currently suspended.

6086. PLANNING COMMITTEE

- i) Members received the report of the Chairman and the minutes of the meeting held on Tuesday 26 January 2021.

RESOLVED: Members agreed to note.

- ii) Draft Local Plan

RESOLVED: Cllr P Heath brought to the attention of Council that Liverpool Road was now included in this plan. For many years the allocated site had been removed but was now on this plan. This will be discussed at the next Planning meeting 16 February 2021.

6087. EMERGENCY CLIMATE CONTROL WORKING GROUP

- i) Members received the report of the Chairman and the minutes of the meeting held on Monday 6 January 2021.

RESOLVED: Members agreed to note.

Agenda Item 10 Land at Station Road

Resolved – Cllr Lonsdale to make an application for an EV Charging point(s) at that location.

Agenda Item 18 Seed Funding for Safe Bicycle lock-up at Walmer Railway Station

Resolved – Cllr Mrs Le Chevalier to investigate potential grant sources.

6088. EXTRAORDINARY FINANCE & GENERAL PURPOSES COMMITTEE

- i) Members received the report of the Chairman and the minutes of the meeting held on Monday 25 January 2021.

- ii) Members received the draft budget and considered the recommendation of the committee

- a) **That expected income to be used to offset expenditure**
- b) **That once this is applied the level of total resources is £196,641**
- c) **This will result in an equivalent Band D Council tax of £58.08**

RESOLVED. Members agreed with a majority vote to accept the Budget 2021/22

RESOLVED. Members agreed with a majority vote to accept the Precept Demand 2021/22

RESOLVED: Members agreed to note the minutes of the Extraordinary meeting. With the change that Cllr Beard-Gould did not propose item 1094 i) it was Cllr M Eddy.

6089. REPORT OF THE CLERK

Sarah Plews, Assistant Clerk, in the absence of a Clerk needs approval for administrative access Unity Bank.

RESOLVED: Sarah Plews, Assistant Clerk granted access.

The Clerk reported that she has been in contact with David Bucket, Financial advisor and auditor for advice whilst in her new position as Acting Clerk.

Meetings have been held with the various Committees and all have prioritised what work needs to be carried out. Thanks were given to Sarah Plews, Assistant Clerk and Joanne Watson, Admin Assistant along with Edge IT and Scribe for their help and support.

6090. FINANCIAL ISSUES

- i) Members received the report of the Responsible Financial Officer and considered payments and orders as detailed.

RESOLVED:-

Members received the report of the Responsible Financial Officer and considered Payments and Orders as detailed:

- (i) **That the payment report dated 28 January 2021 be authorised as detailed below:-**

Description	Supplier	VAT Type	Net	VAT	Total
Toilets grant	DDC	E	8,384.49	0.00	8,384.49
Tax and NI December salaries	HMRC	E	481.32	0.00	481.32
Staff pension	KCC LGPS	E	980.08	0.00	980.08
Annual Licence	EDGE I.T	S	801.92	160.38	962.30
Training	Nalc	S	64.88	12.98	77.86
January salary	Assistant Clerk	E	1,024.55	0.00	1,024.55
January salary	Admin assistant	E	575.25	0.00	575.25
Window cleaner	David Halpin	E	10.00	0.00	10.00
January salary	Kirsty Holroyd	E	1,025.30	0.00	1,025.30
January salary	Ex Locum Clerk	E	509.30	0.00	509.30
PAYE/NI	HMRC	E	281.20	0.00	281.20
Planter for Drill Field	Plantscape	S	804.25	160.85	965.10
KALC Councillor workshop	KALC	S	50.00	10.00	60.00
Office Window Poster	Cllr M Beard Gould	S	9.24	1.85	11.09
	Total		15,001.78	346.06	15,347.84

- (ii) That additional payments dated 3rd February 2021 be authorised as detailed below:-

2 February 2021 (2020-2021)

Walmer Parish Council PAYMENTS LIST										
Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
214	General and Office costs	04/02/2021	Unity Bank		Clerk Advert	KM Group	E	415.66	0.00	415.66
Total								415.66	0.00	415.66

- (iii) That the financial position of the Council as at 28 January 2021 be noted as detailed on the summary of receipts and payments and statement of monies available in the Council's bank accounts as shown below:-

Nat West Current	£ 34,862.5
Lloyds Bank	£ 76,613.48
Co-operative Bank	£ 75,192.86
NatWest SIBA	£ 10,895.82
HSBC bond	£ 75,316.29
Unity Bank	£ 38,915.74

6091. KALC

- i) Community Awards: Members received the criteria for nominating local residents for the award. Two nominations received.

RESOLVED: That Dr Paul Edlin, be put forward for an award on account of his work with both young and old in making music available.

The second nomination for the NHS during the Covid pandemic does not full within the 'group' criteria Walmer Parish Council would like to give a special thank you to all those that have and continue to work on the front line to provide services during this time.

RESOLVED Cllr M Eddy proposition was unanimously supported.
"Members of Walmer Parish Council records their grateful thanks to all those clinicians and support staff throughout society who have worked so tirelessly throughout the Covid-19 Pandemic on behalf of all of us. Walmer Parish Council asks the Kent Association of Local Councils to suggest to local Councils in Kent and Medway to promote similar Expressions of support"

6092. NALC

Members received information from NALC Consultation Briefing EPC1-21 MHCLG consultation on Right to Regenerate to turn derelict buildings into home and community assets.

RESOLVED: that this would be discussed at in the next Planning Meeting, 16 February 2021.

6093. CO-OPTION

- i) Members received an update on the process to fill the two current vacancies on the Council. Three new applications had been received.

RESOLVED: Letters to be sent out acknowledging their interest. Referred to next HR Meeting.

- ii) Members to agree a date for carrying out the interviews according to the co-option process.

RESOLVED: to be confirmed at the next HR Meeting.

6094. LAND AT STATION ROAD

Members to receive a verbal report from Cllr Lonsdale on a potential use for the land including costs.

RESOLVED: Updated at Item 10 Emergency Climate Control Working Group

6095. SEED FUNDING FOR SAFE BICYCLE LOCK-UP AT WALMER RAILWAY STATION

RESOLVED: Updated at Item 10 Emergency Climate Control Working Group

6096. COMMUNITY HOUSING AT YORK AND ALBANY CLOSE

RESOLVED Members had received a verbal update report from Cllr J Murray during the Chairman's Report.

6097. GENERAL POWER OF COMPETENCE

Members received advice concerning the Power of Competence and considered whether to resolve to re-adopt once a new qualified Clerk is appointed.

RESOLVED: Cllr Mrs S Le Chevalier, Acting Clerk confirmed that any started projects could be continued. Acting Clerk to liaise with KALC regarding New Projects.

6098. FREEDOM OF INFORMATION REQUEST

A request had been received from a resident asking for information on Byelaws relating to UAV Flights on land owned by Walmer Parish Council.

RESOLVED: Clerk to write to Resident

6099. OFFICE REVIEW

RESOLVED Members had received a verbal update report from Cllr J Murray during the Chairman's Report.

6100. WORKING FROM HOME

Members consider whether to make a working from home payment to staff.

RESOLVED: Payment had been made to staff at the end of the first lockdown. Situation to be revisited once date of current lockdown known.

6101. DATE OF NEXT MEETING

Wednesday, 03 March 2021 at 7 pm via Zoom.

The meeting closed at 8.13 pm

Signed: Date: