

Minutes of a Meeting of Newenden Parish Council on 21 June 2011 at 7.00 pm in the village hall

Present:

Councillors

Mr A Nilson (chairman)

Mrs R Edmonds

Mr D Richardson

Mrs J Eldridge

Mr B Livesey

Clerk

Mr J Leeves

Members of the public

There were two members of the public present.

Apologies for absence

1. None.

Declarations of interest

2. None.

Minutes of the Annual General meeting on 17 May

3. It was resolved that the minutes of the meeting on 17 May having been circulated be approved as a correct record.

Matters arising from the minutes of the meeting on 17 May

4. Nothing that would not be covered later in the meeting.

Correspondence

5. No additional correspondence had been received by the clerk.

Finance: financial statement to 21 June

6. The clerk explained that so far in this financial year there had been little expenditure and most of the routine expenditure was yet to come. Councillors approved the financial statement.

Other financial matters

Internal Auditor's report

7. The clerk had circulated a copy of the Internal Auditor's report. The Internal Auditor had made no comments on financial matters or controls on expenditure: these were all satisfactory. He had suggested verbally that the Council should review the following documents in the coming year: risk assessment, financial and general standing orders. The clerk said he would be asking Councillors at forthcoming meetings just to review the documents and make any updates necessary. In the case of the general standing orders the National Association of Local Councils had published new model standing orders which the Council needed to adopt. The clerk had the model and would easily be able to adapt it for Newenden.

8. The main concern of the Internal Auditor remained payment to the litter picker. Although a self employed contractor, the documentation supplied still might give the impression that he was employed by the Council. However, the Internal Auditor had agreed that the Council should take further steps to ensure that there was no appearance that the litter picker was an employee. These were payment by cheque and not in cash and asking him to provide proper invoices for his work. The Council had also been advised to ensure that he was aware that he was not covered under the Council's insurance policy because he was not an employee.

9. The Internal Auditor had said that he would be unable to undertake the audit next year. This was because he came from a long way away and the little amount of work involved did not make it worthwhile. The clerk said that the internal audit function did not require a qualified accountant. Councillor Edmonds suggested that she contact a retired accountant in Northiam to see if he would be prepared to undertake the work.

Annual Return to 31 March 2011

10. The draft annual return that had been approved by the Internal Auditor was circulated. Councillors read and approved the Governance statement. The clerk explained that there was very little variance from the previous year and therefore no need to provide a variance statement. Councillors approved the Annual Return and the Council chairman and the clerk signed it.

Payments

11. The following payments were authorised:

Mr J Roberts	Internal Audit fee	£78.60
Mr S Siggery	Mowing grass children's playground	£214.00
Rolvenden Parish Council	Rent speed indication equipment	£200.00

Reports

Planning

12. Councillor Eldridge reported that the conservation officer had visited the White Hart (a listed building) to look at the roof windows that had been installed.

Highways

Drainage works

13. Councillor Edmonds reported that Kent Highway Services had completed drainage work under the Selmes field so as to improve drainage from Copt hall. A new outfall into the river Rother had been constructed and a wider pipe installed for the last section into the river. Unfortunately the wider pipe had not been installed under the whole of the Selmes field and there was concern that the narrower pipe would be unable to take the volume of water. A settlement tank to collect sediment from run- off had been cleaned out and would require cleaning every two years. Highway Services needed to make the necessary arrangements for this to be done and the Council would have to ensure that these were in place. Overall the Council were pleased with the work even if it was thought to be insufficient.

Link Hill Sandhurst

14. The clerk reported on the impending road works to improve the safety of the road at Linkhill Sandhurst and that a further interactive sign was to be placed on the Newenden approach to Link Hill. A 40 mph speed restriction was also going to be introduced. The clerk explained that some of the cost was to be met from the County Council member's allowance. The Council should perhaps consider approaching their County Councillor and asking for funding to pay for safety improvements.

Speed Indication equipment

15. Councillor Livesey reported that the speed indication equipment temporarily placed on Rye road Newenden Hill had recorded had recorded that 25% of motorists were going at 40 mph or more. This was a significant proportion.

Any other business

Request from the Mayor of Ashford to attend an event in the village

16. The Mayor of Ashford had asked to attend an event in the village such as a Parish Council meeting or social event. Councillors asked the clerk to invite him to the Parish Council and Township meeting on 4 October.

Date of next meeting

17. Councillors felt that there was no need for a meeting on 19 July and so the next meeting would be held on 4 October. A meeting could be held in the meantime if needed.

Chairman.....

Date.....