

Hartest Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday 21 July 2021 at 7.30 pm.

Present: Cllrs C Browning (Chair), S Welfare,
M Winterbone and W Luttmann-Johnson (part)

In Attendance: Co Cllr R Kemp, Dist Cllr S Plumb, Mr J Kemp, Mr T Leeming
and the Parish Clerk

ACTION

- 22/020 Apologies/Approval for Absence: Cllrs J Pask, N Price and District Cllr M Holt
- 22/021 Approval of Minutes of Meeting held on 6 May 2021: These minutes were approved and signed.
- 22/022 Matters Arising: None
- 22/023 Declarations of Interest: None
- 22/024 Public Forum: Tree Warden, Mr John Kemp, reported on the biodiversity project launched by BMSDC; a rolling programme of tree and hedge planting with no deadline for application submission, or dates by which trees or hedgerow plants need to be planted. Applications made include the School and five residents. Mr Leeming attended the meeting to voice his concern re the potential location of the proposed Affordable House vis-a-vis the lake on his nearby land.
- 22/025 County Councillor's Report: Cllr Kemp's report for July had been circulated and is attached.
- 22/026 District Councillors' Report: This report had been circulated and is attached.
- 22/027 Finance & Administration
Bank Balances as at 30.7.21: Current Account: £10,874.49,
Deposit Account: £38,491.51 Total: £49,366.00.
- 22/028 Accounts for Year Ending 31.3.21: The PC's Accounts for this year had been circulated and were approved and signed.
- 22/029 AGAR 2020/21
Members had received the completed draft AGAR 2020/21 documentation and agreed that, as the Parish Council's income and expenditure for the year were both below £25k, the Certificate of Exemption was completed and signed. (It was noted that a submission date extension to 30 July 2021 had been agreed with the external auditors, PKF Littlejohn). As required, the signed Exemption Certificate was emailed to PKF Littlejohn with copies displayed on both the notice board and website along with the notice regarding the period for the exercise of public rights.

Approval/Signing of the AGAR 2020/21 Part 2 Documents: Members discussed these various schedules and authorised the Chair to sign them, where appropriate.

- 22/030 Banking: Cllr Browning had arranged electronic access to the PC's account and Members were in the process of signing the required documentation.
- 22/031 Payments
The following cheques were ratified/approved as indicated:
- 17.7.21: BDC: Litter & Dog Bin Emptying Service: Apr 21-Mar 22: £89.11 (Chq 100398)
21.7.21: SALC: Provision of payroll service for 6 months ending 31.3.21: £22.80 (100399)
17.7.21: Mr O Cornish: Grounds Maintenance April-June: £950.00 (100401)
Clerk: Salary & Mileage: April-June: £870.68 + £25.20 mileage (Hartest/Lawshall/Home (re AGAR) (100402):£895.88
HMRC: PAYE: April-June: £204.00 (100403)
Mrs D Griggs: Audit of AGAR 2020-21: £50.00 (100404)
- 22/032 Planning
Decisions: DC/21/02895: Brook House, The Green: Siting of oil storage tank
Withdrawn Applications: None
New Planning Applications: DC/21/02807: The Lake, Brockley Road: Change of Use of Existing Building to B1 Office Unit. Erection of 1 no storage barn and WC for Class B1 Business Use.
- 22/033 Other Planning Matters:
Affordable (or Community Led) Housing: Cllr Luttmann-Johnson had established contact with the BDC Officer recommended by Cllr Plumb. No further advice at present. WLJ
Neighbourhood Plan: No further information provided.
- 22/034 Green, Cemetery & Churchyard
Trees on the Green: Mr John Kemp had circulated a report re the action to be taken in this connection. Further discussions are to be held at the next PC Meeting in September. Clerk
Churchyard: Cllr Price is to double check the original PCC quote in this connection. Members were happy to go the 'pollarding route'. NP
- 22/035 Footpaths and Highways
Parsons Walk: SCC's PROW Officer advised that SCC had been considering raising the height of the Walk by means of a new surface in an effort to alleviate the flooding issue. Clerk
- 22/036 Any Other Business: None
- 22/037 Date of the Next Meeting: It was agreed to bring forward the next Meeting to 8 September.
- 22/038 The meeting closed at 2025 hours.

Approved at the PC Meeting held on 8 September 2021