

SWINGFIELD PARISH COUNCIL

Minutes of a meeting of Swingfield Parish Council held on 30 November 2021

PRESENT: Councillor Tim Allard, (in the Chair), Councillors Andy Csiszar, Andrew Harmer, Vic Harmer, David Monk, Steve Notley and Les Palliser.

Apology for absence: Councillors and Tony Hutt and Ken Mitchell,

Officer in Attendance: Mrs Tina Wiles, Parish Clerk and RFO

Note: prior to the meeting starting the Chairman referred an item from the agenda within the Projects Item (BMX) to the confidential part of the meeting as it related to costs of repairs.

6183. **DECLARATIONS OF INTEREST**

Councillors Andrew Harmer and Vic Harmer declared disclosable pecuniary interests in minute 6192 - FHDC Play Area Strategy – Grounds Maintenance and were absent from the meeting room during discussion and voting on this item.

Councillor David Monk declared a special interest in minute 6192 - FHDC Play Area Strategy in his capacity as Leader of Folkestone and Hythe District Council.

6184. **MINUTES**

The minutes of the meeting of the Parish Council held on 28 September 2021 were submitted approved as a correct record and signed by the Chairman.

6185. **BUDGET AND PRECEPT 2022/23 AND SCHEDULE OF PAYMENTS**

REPORT PC/21/03 sets out a Budget and Precept for 2022/23 and includes the latest budget monitoring information and schedule of payments **at appendix 1.**

Proposed by Councillor David Monk
Seconded by Councillor Les Palliser and

RESOLVED:

- 1. To use £10,000 of the funds held in reserves for the SVH&RG Charity towards the cost of the repairs to the BMX Track at Swingfield Minnis.**

(Voting: For 6; Against 0; Abstentions 1)

Proposed by Councillor David Monk
Seconded by Councillor Tim Allard and

- 2. To receive and note Report PC/21/03.**
- 3. To approve the schedule of payments for November 2021.**
- 4. To authorise the Chairman of the Council to sign the bank reconciliation and statements in accordance with best practice.**

5. **To set up a sinking fund for future maintenance of the BMX facility with the remaining balance of £1000 and top this up by a further £500 from the precept making a total annual payment of £1500 to the fund.**
6. **To approve the Parish Council's budget for 2022/23 as set out in Appendix 1 to these minutes.**
7. **To confirm the precept of £27,660 for 2022/23 in accordance with the Local Government Finance Act 1992.**
8. **To authorise the Chairman of the Council to sign the precept demand on the District Council.**

(Voting: For 7; Against 0; Abstentions 0)

6186. **PROJECTS UPDATE**

REPORT: The Council received the following updates;

Defibrillator; Councillor Vic Harmer advised that the new tenants installed at the Black Horse Public House had given permission for the defibrillator to be installed there and that he would be progressing this.

Tree planting at Swingfield Minnis: Councillor Tim Allard advised that he had taken delivery of a further 400 trees to complete the planting scheme. He advised that the moles at the site were causing significant problems by digging up some of the trees and that grass cutting under the contract might need to be revised to take account of the planting that had taken place.

Councillors Andrew Harmer and Vic Harmer offered their assistance with the mole problem.

The Queen's Green Canopy Project: Councillor Tim Allard gave details of a proposed planting scheme of a 20m circle of 10/12 native trees at the Minnis. Sponsorship was discussed. Councillor Vic Harmer said he would research tree types/sizes suitable for the site and obtain details of costs to bring forward at a further meeting.

BMX Track repairs; This item was referred to the confidential part of the meeting.

Lych Gate at St Peter's Church; The Chairman advised that as part of the works Dolmen were undertaking on behalf of the Parish Council relating to phase 2 of the works ie the work programme and necessary authorities to proceed, there was a requirement for St Martin's PCC to pass a resolution to support the planned works. Discussions were being held to put this in place.

The Clerk was asked to undertake a tender exercise to obtain costs for progressing the scheme.

RESOLVED: To receive and note the updates and progress proposed actions and tender exercise.

(Voting: For 7; Against 0; Abstentions 0)

6187. **PLANNING MATTERS**

The Council noted the applications circulated between meetings and those raised at the meeting. The responses sent to the District Council as set out on the attached schedule at **appendix 2**.

Land Adjoining the Cottage, Canterbury Road, Appeal Against the Enforcement Notice. The Council were advised that the Clerk had forwarded a statement of the Parish Council's support of the Enforcement Notice served by the District Council.

Proposed by Councillor Steve Notley
Seconded by Councillor Les Palliser and

RESOLVED: To receive and adopt the response sent to the District Council on the schedule of planning matters.

(Voting: For 6; Against; 0, Abstentions; 1)

6188. **ROADS AND FOOTPATHS**

No items were raised.

6189. **PARISH MAINTENANCE**

The Chairman advised that cutting at the Minnis by the contractor had been undertaken too late in the year and this would have a detrimental effect on spring growth.

6190. **CORRESPONDENCE**

Correspondence from KALC re Beacon Lighting in June 2022 was considered. The Council noted the arrangements and asked the Clerk to respond advising Swingfield doesn't have a beacon.

6191. **EXCLUSION OF THE PUBLIC**

Proposed by Councillor Tim Allard
Seconded by Councillor David Monk and

RESOLVED: To exclude the public and press from the meeting for the following items of business by virtue of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted.

(Voting: For 7; Against 0; Abstentions 0)

6192. **FOLKESTONE AND HYPHE DISTRICT COUNCIL PLAY AREA STRATEGY**

REPORT On 28 September 2021, minute 6181(4) the Council asked for costs associated with the maintenance of the Densole Way play area and open space with a view to including these works in the current contract as they are to be transferred as part of the Folkestone and Hythe District Council Play Area Strategy. **REPORT PC/21/04** set out details of the costs.

Proposed by Councillor David Monk
Seconded by Councillor Les Palliser and

RESOLVED:

- 1. To receive and note the report and appendix.**
- 2. To include the maintenance of the Densole Way Play Area and Open Space in the grounds maintenance contract at the cost set out in the report.**
- 3. To place an order for the works with the current contractor when the land had been transferred.**

(Voting: For 5; Against 0; Abstentions 0)

6193. **BMX TRACK AT SWINGFIELD MINNIS**

REPORT: On 28th September 2021, minute 6174, the Council noted one quote for the repairs to the BMX Track had been received and resolved to obtain further quotes. A further quote was considered by the Council at its meeting.

Proposed by Councillor Tim Allard
Seconded by Councillor David Monk and

RESOLVED:

- 1. To receive and note the report.**
- 2. To close the BMX for a temporary period while the repairs are being undertaken.**
- 3. To order the works to lay in a tarmac surface set out in the quotation dated 26th November 2021.**

(Voting: For 7; Against 0; Abstentions 0)

Swingfield Parish Council – Budget and Precept 2022/23

Appendix 1

	Budget 2021/22	Budget 2022/23
Staff Costs	12,500.00	12,600
Payroll services	600.00	600
Clerks expenses	500.00	500
Chairman's expenses	300.00	100
Stationery	100.00	100
Parish Maintenance/S Minnis contract	7,200.00	6700
Subscription to KALC	500.00	500
Insurance premiums	300.00	300
Poppy Appeal	600.00	60
Audit fees	400.00	500
Hire of hall	250.00	200
Expenditure against grant funding	0.00	
General reserve + By-election	5,000.00	5000
Lychgate and BMX sinking fund		500
Total estimated expenditure	28250.00	27,660

SCHEDULE OF PAYMENTS – NOVEMBER MEETING

	Reimb	
	Chairman re	
E30	Minnis Proj	14.18
E31,32,33	Staff costs Oct	1013.95
	Dolmen Joinery	
E34	phase 2	1152.00
E35	Alba Trees PLC	445.56

SCHEDULE OF PLANNING APPLICATIONS – NOVEMBER MEETING

Ref: 21/2287/FH - Proposal: Single storey rear extension to join existing single storey rear extension - Location: 411 Canterbury Road, Densole, Folkestone, CT18 7BH

Parish Council response – No objection

Ref: 21/2342/FH - Proposal: Erection of detached single storey annexe - Location: Little Smezzel Farm, Mansell Lane, Selsted, Dover, Kent, CT15 7HW

Parish Council response – out for circulation comments by 9 December 2021