

## **FORDWICH TOWN COUNCIL**

Minutes of the meeting of Fordwich Town Council  
held on Tuesday 14 June 2011 at Fordwich Town Hall, Fordwich

The meeting commenced at 7.35pm

The meeting was chaired by Cllr. Heren

**022/11 Confirmation of Summons:** It was confirmed that all Councillors had received their summons to attend this meeting and that the public notice had been served correctly.

**023/11 Attendance and Apologies:** Present Cllrs Patrick Heren, Andrea Russo, Roger Green and Philip Lewis. Apologies received from Cllr. June Hardcastle (absent due to illness).

**024/11 Declaration of Interests:**

Cllr Heren declared his position as a trustee of Fordwich United Charities.

Cllr. Russo declared a personal interest in matters relating to the notice board at Brooklands Close. Cllr. Green declared his role with Friends of Fordwich

and District in matters relating to Moate Farm (item 30 on the Agenda) and also declared his position as a trustee of Fordwich United Charities.

Cllr. Lewis declared his position as a member of the JCC

**025/11 Minutes**

Minutes of meetings on 1 November, 23 February and 30 March were considered by Councillors. Cllr. Russo proposed and Cllr. Lewis seconded a motion that the same be approved. Motion carried.

**026/11 Matters arising**

There were no matters arising

**027/11 Chairman's and Councillors reports**

The Chairman reported that he had travelled to Brightlingsea on 10 June for the Annual Summer Visit of the Mayor of Sandwich and had responded to the toast to the visitors at the luncheon.

The Chairman also reported that he had been approached by the BBC Antiques Road Trip in connection with filming in the Town Hall and also giving a short interview on Fordwich and the Town Hall. The Chairman noted that permission for filming in the Town Hall had to be given by Fordwich United Charities - Cllr. Green said that he did not envisage that Fordwich United Charities would object and that he personally would not object to the interview being given by the Chairman (rather than himself as Chairman of Fordwich United Charities). Mention was made of whether the BBC would pay a fee for filming in the Town Hall and it was agreed that this was a matter to be pursued by Fordwich United Charities.

Cllr Hardcastle reported that she had travelled to Brightlingsea on 10 June for the Annual Summer Visit of the Mayor of Sandwich and the social evening hosted by the Deputy

Cllr. Russo reported that he had been made aware of land at Moate Farm being advertised as being for sale with detailed planning permission for residential development following an email from John Clark, a former Town Councillor, and that John Clark had asked to be advised of the planning permission in the light of such advertisement. Cllr. Green commented that there was no such permission in force – a small part of the site had

permission for use as a caravan site for a specified number of caravans but there was no planning permission relating to the remainder of the site (approximately 8 acres) and agreed to respond to John Clark's enquiry accordingly.

There were no reports by Cllrs. Green and Lewis.

### **028/11 Finance**

1) The following items were presented for payment :-

- a. Audit Commission : £144.00
- b. Kevin Funnell (internal auditor) : £160.00
- c. G. Castle (reimbursement of engraving of the two chains) : £80.00
- d. D. Chatfield (works to the area by Brooklands Close notice board) :£470.00

Councillors noted that the works to the area by the Brooklands Close notice board had now been completed satisfactorily. Cllr. Russo proposed and Cllr. Lewis seconded a motion that the same be paid. Motion carried

2) The Clerk reported the balances on the current, reserve and bonus saver accounts and provided reconciliations in respect of the same. The balances were £1.89 on the reserve account, £2257.66 on the current account and £10939.68 on the bonus saver account.

3) Bank statements in respect of all bank accounts were sent to Cllr. Russo (and then passed to the Clerk) and he reported nothing adverse had been revealed by the statements. Councillors agreed that Cllr. Russo (or whoever was designated to receive the bank statements) should initial the same as confirmation that the same had been scrutinised.

4) The Clerk had previously circulated the report of the internal auditor and also the accounts prepared by the Clerk and the internal auditor. The same were duly considered by Councillors and the Clerk gave an explanation of the various items of expenditure. Cllr. Green proposed and Cllr. Lewis seconded a motion that the accounts be adopted and that the Chairman be authorised to sign the same as confirmation that they had been adopted. Motion carried.

5) Councillors considered section 1 of the Annual Return and satisfied themselves that the contents of the same corresponded with the figures in the annual return for 2009/2010 and in the financial reports prepared by the Clerk and internal auditor. Cllr. Russo proposed and Cllr. Green seconded a motion that section 1 should be completed with such figures and that the Chairman and Clerk be authorised to sign the same. Motion carried.

6) Councillors considered section 2 of the Annual Return and the terms of the annual governance statement and in particular that the answers to questions 1-8 should be in the affirmative (question 9 not being applicable). Cllr. Green proposed and Cllr. Lewis seconded a motion that the Chairman and Clerk be authorised to sign section 2 of the Annual Return in such terms. Motion carried.

### **029/11 Clerk's Report & Correspondence**

The Clerk reported on the following matters:

- the City Council had advised that it did not have funding for any additional dog bins in Fordwich. Councillors decided that the Town Council should not purchase any additional dog bins.
- he would collect the daffodil bulbs from Mr. Chatfield for replanting in the future. Cllr. Russo advised that Mrs. Wood had been informed that the bulbs would be replanted.

- he had been contacted by the owners of the Fordwich garage site with a proposal for a meeting in respect of possible parking restrictions in Fordwich Road in connection with the development of the site. It was noted that this part of Fordwich Road was in Sturry and that the Clerk to Sturry PC had been advised of the matter. Councillors agreed to attend such a meeting.
- he had been advised by KALC that the Good Councillors Guide was only available to members but NALC had said that it could be supplied upon reimbursement of the cost of postage (details awaited). Councillors agreed that the Town Council should join KALC (as it provided help and advice to Councillors and also ran courses at a reduced cost for members whereas SLCC only provided help and advice to the Clerk) and asked for details of the cost to be advised at the next meeting
- the Community Payback scheme was still in operation. Councillors considered that clearing of the slipway and (subject to first liaising with the George & Dragon) the area opposite the George & Dragon should be put forward to the City Council as areas to be included in the Community Payback programme of works
- the City Council had organised a consultation event on their Corporate Plan (2011 – 2018) on 18 July. Cllr. Russo agreed to attend on behalf of the Town Council
- a proposal under the Sustainable Communities Act put forward by Leiston Town Council. Councillors agreed to support this proposal

### ***030/11 Planning***

- 1) Councillors duly considered proposed works to trees at Fordwich House, Moat Lane, Fordwich as detailed in a letter from Canterbury City Council dated 9 June and raised no objection to the same.
- 2) The Clerk reported that he had not heard from Canterbury City Council in respect of matters relating to Moate Farm, Stodmarsh Road or Sandpit Wood, Well Lane and would again chase the City Council for a response.

### ***031/11 Highways and Footpaths***

This matter was deferred to the next meeting

### ***032/11 Date of forthcoming meeting***

It was agreed that the next ordinary Town Council meeting would be held in the Town Hall on Wednesday 29 June commencing at 7.30pm

**Meeting closed at 9.35 pm**