

**Minutes the Annual Parish Council meeting of Lympne Parish Council held online  
Wednesday 5th May 2021 at 7pm.**

The meeting will be held online under the following legislation The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

# MINUTES

## **PRESENT**

**Chair Cllr S Edwards**  
**Cllr K Boyland-Wood**  
**Cllr M Boor**

**Vice Chair Cllr J Howes (Arrived 1955hrs)**  
**Cllr C Yates**  
**Cllr D Burden (Co-opted 1920 hours)**

- 1. APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.

Cllr Rob Auger- Family Engagement

- 2. DECLARATIONS OF INTEREST**

- a.** To declare any personal interests in items on the agenda and their nature.
- b.** To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

No declarations made

- 3. ELECTION OF THE CHAIR OF LYMPNE PARISH COUNCIL**

**It was proposed by Cllr Boor and Seconded by Cllr Boyland-Wood that Cllr Edwards continue in the office of Chair- Cllr Edwards accepted the proposal and a unanimous vote was heard.**

**Cllr Edwards was elected as Chair of Lympne Parish Council**

- 4. PROPOSAL TO ELECT A VICE CHAIR OF THE COUNCIL**

Members will decide if they will elect a vice chair of the Council and if so, propose a member to hold that office.

Members proposed Cllr J Howes to be elected as Vice Chair of Lympne Parish Council. This matter was adjourned until the Councillor was present.

- 5. PARISH COUNCILLOR VACANCY- CO-OPTION-**

**Members will consider and vote on the co-option to the office of Councillor on Lympne Parish Council, Mr Darren Burden.**

It was proposed by Cllr Edwards and seconded by Cllr Yates to Co-opt Mr Darren Burden as Councillor of Lympne Parish Council.

A vote was taken which was carried unanimously.

**6. ACCEPTANCE OF THE MINUTES OF THE COUNCIL MEETING HELD ON THE 7<sup>th</sup> of April 2021**

The minutes of the previous meeting were accepted by those present.

**7. ACKNOWLEDGEMENT AND ACCEPTANCE OF STANDING ORDERS**

Members acknowledged and accepted the standing orders for Lympne Parish Council<sup>1</sup>

**8. ACKNOWLEDGEMENT AND ACCEPTANCE OF THE CODE OF CONDUCT**

Members acknowledged and accepted the Code of Conduct for Councillors of Lympne Parish Council<sup>2</sup>

**9. REAFFIRMATION OF LYMPNE PARISH COUNCIL'S AUTHORITY TO USE THE GENERAL POWER OF COMPETENCE.**

This power was first adopted on the 6th of May 2020 and the next declaration should be made at the next Council elections in 2023.

The criteria for adoption of the power are still in force namely:

- I. **The number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council.**
- II. **The clerk to the council holds the Certificate in Local Council Administration; and the clerk to the council has completed the relevant training.**

This was noted and accepted by members present.

**10. APPOINTMENT OF COUNCILLORS TO OTHER COMMITTEES/RESPONSIBLE BODIES**  
**a. Shepway Area Committee and Planning user group Representative**  
**b. Village Hall Committee**

- a. It was agreed that this would be attended by all members in rotation
- b. Cllr Boor

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<sup>1</sup> Standing Orders are available to view on Lympne Parish Council Website [www.lympne.net](http://www.lympne.net)

<sup>2</sup> The Code of Conduct is available to view on Lympne Parish Councils website [www.lympne.net](http://www.lympne.net)

## **11. CONFIRMATION OF MEMBERS OF WORKING GROUPS AND ADVISORY GROUPS**

- a. Traffic Management Advisory Group**
- b. Shop Advisory Group**
- c. Youth Club**

- a. Cllr Kerry Boyland-Wood
- b. Cllr S Edwards, Cllr J Howes Mr Colin Hunter, Mrs Tania Hill, Mr Guy Topham, Mrs Joyce Groom

## **12. UPDATE ON AGREED ACTIONS AND CLERKS REPORT**

- a. Members were update that regarding the change of management of the Playing Fields and Play Park from the Charity to the Council offered two options- which were to change the lease or to enter a memorandum of understanding. The clerk will be speaking further with the Solicitor.
- b. The yearly audit is being prepared and a full update will be given at a future meeting
- c. Work is in hand with the District Council regarding litter signs for the playing fields and footpaths.
- d. A meeting was arranged with the refuse services (see agenda item)
- e. Litter Poster competition with Lympne School- A prize was discussed and it was agreed that we should wait and see what involvement the school wish to have and agree on the award at a later meeting.

Cllr Joanne Howes joined the meeting at this point- and the Council dealt with agenda item 4-

Cllr Edwards proposed Cllr Howes as Vice Chair and Cllr Boyland-Wood seconded. It was then agreed unanimously that Cllr Howes be elected as Vice-Chair.

## **13. CORRESPONDENCE AND COMMUNICATION**

- Email from a resident of Stone Street regarding speeding vehicles and abuse and sked what he can do to assist and what can the Council do to help- This is in Stone Street towards Newingreen junction.

ACTION- To ensure that Community Speed Watch carry out checks in the area- (see below)

ACTION- To write to the author of the email to encourage his involvement in Speedwatch

ACTION- To write to KCC Highways to suggest improvements for the visibility and perhaps to increase the speed limit area

- COMMUNITY SPEED WATCH UPDATE

The village Speedwatch team resumed activities again at the end of March after an absence during lockdown. We encountered 80 speeding vehicles over the course of nine sessions in March/April, and some letters of advice have been issued to vehicle keepers. The site with the highest traffic and of speeders per session (11) is at the entrance to Lympne on Stone Street, though the highest proportion of speeders (8%) has been at the Aldington Road entry route. The garland of shame goes to a silver taxi doing 47mph on the afternoon of 26 April.

We are as ever open to new members joining the team, contact the Parish Clerk for more details.

- From a resident at Lympne Hill

As a local resident I would like to bring to the attention of the parish council unsuitable traffic using Lympne hill.

The signed width restrictions of 2m are being very regularly being ignored by drivers of LGV and HGV's that use this road, this is causing damage to verge and increased risk to pedestrians using the West Hythe bridge.

I would propose that the council review the current passive signage and look to install physical width restrictions at this location.

During the discussion by members, it was identified that this road had become a lot busier especially as the popularity of UNIT 1 at Riverside Industrial Estate has increased. The Road is partly within the Hythe Town Council Area and in addition it is a bus route which would be something to consider if any physical changes were suggested. It was considered that reducing the width further

**ACTION-To inform KCC Highways**

**ACTION- It was identified that this area is also covered by Hythe Town Council so their views on the area should be sought.**

**ACTION- To contact our district Councillors for assistance in this matter**

**14. PLANNING**

<b>Reference</b>	<b>Address</b>	<b>Details</b>	<b>Comments</b>
21/0842/FH	Nowell Cottage, Aldington Road, LYMPNE, CT21 4LH	Proposed Two-Storey & Single-Storey Rear Extensions with Associated Alterations (Resubmission of Application No.20/0505/FH).	No objections- Carried unanimously
21/0847/FH	Tremolat, Aldington Road, Court-At-Street, Hythe, CT21 4PE	Retrospective application for hard standing parking area 10 x 5 metres with sliding gate	No Objections – Carried Unanimously
21/0908/FH	37 Honeywood Close, Lympne, CT21 4JS	Erection of rear and side two storey extension to include extended garage with new front entrance to the ground floor.	No Objections Carried Unanimously

**15. FINANCE**

Please see Appendix 1 for list of payments- which were authorised members present-

## **16. LITTER BIN- LYMPNE PLAYING FIELD**

A meeting had been held with the District Council to discuss litter levels in the Village and in particular the waste left by the shelter at the Lypne Playing Fields. It was suggested as an experiment that the litter bin should be removed completely to encourage people to take their litter home. The Village Hall Committee were also in agreement with this as a temporary measure to see how it went. This would be completed by the District Council at their expense. It was also identified that there had been more issues with seagulls.

After discussion it was proposed to remove the bin for a period of three months-

VOTE FOR- 0

AGAINST- 5

ABSTAIN-1

**ACTION-To request a new bin with larger capacity but with a slit opening to prevent seagulls from removing litter**

**17. DATE OF NEXT MEETING-7pm Monday 5<sup>th</sup> July venue to be confirmed.**

Noted by those present

**18. CLOSED SESSION- Members will consider the yearly pay award for the Clerk.**

After discussion, the Clerks yearly pay award was agreed unanimously by those present- Cllr Howes withdrew from the meeting prior to this discussion due to a potential prejudicial interest in this agenda item.

APPENDIX 1-

PAYMENT SCHEDULE MAY 2021		
TWO COUNCILLORS ARE REQUIRED TO CHECK AND SIGN BOTH THIS SCHEDULE AND THE RELATED INVOICE/RECEIPT		
OPENING BALANCE (THIS INCLUDES INCOME RECORDED SINCE THE LAST MEETING)		£19,883.77
OUTGOING	TRANSACTION TYPE	AMOUNT
CLERKS WAGES and UTILITIES	BACS	£672.18
Sandgate Printers INV 42427	BACS	£244.00
HMRC	BACS	£179.31
Marc Coleman Grass Cutting	BACS	£328.40
SLCC training course	BACS	£30.00
KALC Yearly Membership	BACS	£626.06
TOTAL OUTGOING		£2,079.95
BALANCE AFTER EXPENDITURE		£17,803.82
Bank Balances	Total	
Unity Savings Account	4792.05	
NS and I	22208.45	
<b>TOTAL BALANCE All ACCOUNTS</b>	<b>£44,804.32</b>	