



**Minutes of the Lympne Parish Council held on Wednesday 11<sup>th</sup> September  
2024 at 7 pm at the Committee Room, Lympne Village Hall  
Aldington Road Lympne.**

## **MINUTES**

**Present:**

**Cllr. M. Boor (Chair)**

**Cllr. A. Beales (Vice Chair)**

**Cllr. C. Yates**

**Cllr. J. East**

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. M. Potter – Family Matter**

**Cllr. S. Bingham- Family Matter**

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.**

**Cllr. J. East declares a personal interest in item 13 due to the proximity of the proposal and her home and family member's address.**

3. **MINUTES OF THE PREVIOUS MEETING- Held on 10<sup>th</sup> July 2024**

**The minutes of the previous meeting were agreed after a change in wording to indicate that Badgers Bridge is not a play group but an LLP.**

**At this point notification of a new licence premises application for The Naughty Dog (formerly The Bistro) was discussed in the absence of Councillor M. McCauley who manages Lympne Castle-**

**No objections were raised.**

4. **QUESTIONS RECEIVED FROM MEMBERS OF THE PUBLIC- PUBLIC SESSION**

Mr. Cowell raised the following:

- i. Contact has been made with Tony Vaughn MP who has assured Mr. Cowell of his support with the ongoing concerns about litter at Lower Otterpool Lane.

Mr. Cowell reports that the hedge growth is probably hiding a lot of the rubbish at the moment, and he has noted a rise in litter in the agricultural fields.

**ACTION-** Clerk to write to FHDC to update them on litter levels and confirm dates for hedge trimming.

ii. He reports that he has lost the support of the Zoo Park for clearing the bin that was supplied by the park at the bus stop at Aldington Road. Cllr. A Beales agreed to make contact with the Zoo Park.

iii. Raised concerns about the recent fly tip and apparent lack of action by FHDC. The Clerk informed members that he had followed this up and the householder that had disposed of the rubbish to an unlicensed waste carrier had been fined, the waste Carrier had not been identified. Staff shortages unfortunately mean that not all enquiries can be followed up.

iv. He has reported a fly tip along the Old Roman Road, there had been a slow response, and he had to get Cllr Wing involved.

The Clerk was instructed to contact the industrial site to thank them for their work in keeping the entrance to the site clean and tidy.

Other Matters- Update required on grant for Goal Posts on the playing field- The client informed members that this had been approved however the funds had not reached the bank account as yet. It was agreed that if it can be confirmed that the funds are agreed that the parish council would purchase the goal post to ensure that they are ready for the new season.

The clerk was instructed to contact the applicant for the goal posts and to chase up the funding.

## 5. **REPORTS FROM OUTSIDE SPEAKERS**

- a. **KCC Councillor- Jenni Hawkins**
- b. **District Councilors John Wing/Jeremy Speakman**  
Report included at end of minutes.

## 6. **CHAIRS REPORT-**

**Update from the Chair on any relevant information affecting the Parish.**

- a. **There has been no further update regarding Otterpool Garden Town or the proposed solar farm.**
- b. **Attended meetings with C.P.R.E and Kent Association of Local Councils- nothing to report.**
- c. **Attended the joint councils meeting where the Folkestone and Hythe District Council corporate plan was discussed. This is available online for people to make comments on.**
- d. He reported that there had been a debate at the village hall committee regarding the timings of the table Tennis Club and Badgers Bridge nursery. He underlined that the village hall is set up for clubs such as the table Tennis Club and that this club is important for many reasons. There had been a request for the table Tennis Club to move its hours by 1 to allow a change over from the nursery that also hire the hall. The decision had now been made that the table Tennis Club would run between 3:00 and 5:00 PM. It had also been agreed that the nursery would ensure that the hall was left clean and tidy before they left as there had been complaints about this.

The Clerk advised that although the chair of the parish council is the link with the village hall committee that this is not a matter for the parish council to comment on as they die to die running of the hall is the responsibility of Lympe Village Hall and Recreation Ground Charity.

## 7. MEMBERS REPORT-

**Members who have attended meetings on behalf of the Parish Council will supply an update and consider any matters raised.**

Cllr Anne Beales Gave a full update on the health and well-being project. She reported that the various clubs within the village hall and the parish will be given instructions on how to refer people to the Social Prescribers who are funded by the NHS. This could be for anything from housing matters, health concerns, loneliness vulnerability or to our brand-new digital champion to assist with online applications and using computers to access services.

The group is working with the church, Lympne Place, NHS, Lympne Lunch Club. Leading up to Christmas there is a project to support those suffering from loneliness and isolation and also to assist those suffering grief and bereavement through a drop in café.

## 8. CLERKS REPORT

- a- Updated provided on grant application for Goal Posts.
- b- Met with residents to discuss new footpath between Castle Road and opposite Octavian Drive to run along Aldington Road.  
Clerk Instructed to add this to the Highways Improvement Plan for discussion with KCC
- c- Waiting update from FHDC regarding the safe walking route through the rim trail.
- d- Update on change of details on Land Registry for Village Shop from named trustees to name of the Parish Council.
- e- Reported that several responses about highways improvements have been received via the newsletter article- This will be summarised for a future meeting.
- f- Report of sunken path at Tourney Close has been reported to KCC.

## 9. TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE AND COMMUNICATIONS IN CIRCULATION

- a. Kent Rail Summit taking place on 16<sup>th</sup> October- Noted
- b. Request from shop tenant for the installation of an "In Post" locker to the side of the shop- Members felt this would be a great addition and will hopefully improve footfall through the shop.
- c. A request has been made for a dog run area at the Village Hall- This matter will be discussed at a future meeting as there were plans to include one with the development of the playing fields. No decision has been made at this time.
- d. Concerns have been raised over a location in Stone Street being a repeat location for litter believed to be thrown from a vehicle. Article to be included in Newsletter.
- e. Complaint from shop tenant that he had not been informed of the road closures last month as this affected his trade. The clerk will try and update him should this occur in the future.

## 10. PLANNING-

| REFERENCE      | LOCATION  | DETAILS  | Comments |
|----------------|---|--|----------|
| 24/0709/FH/CON | ASHDEN HOUSE,<br>ALDINGTON ROAD,<br>COURT-AT-STREET,<br>HYTHE, CT21 4PE | INFO ONLY<br>Approval of details<br>pursuant to<br>condition 4 (soft<br>landscaping) of<br>planning permission | Noted    |

|                            |  |   |                      |
|----------------------------|--|---|----------------------|
|                            |  | 24/0033/FH  |                      |
| <a href="#">24/1139/FH</a> | 1 MANOR FARM COTTAGES,<br>ALDINGTON ROAD,<br>COURT-AT-STREET,<br>HYTHE, CT21 4PH | Listed Building Consent for proposed internal alterations, replacement of the existing timber doors and windows with new timber doors and windows and the erection of an outbuilding following the removal of 4 No. outbuildings. | Noted- No objections |
| <a href="#">24/1117/FH</a> | 1 MANOR FARM COTTAGES,<br>ALDINGTON ROAD,<br>COURT-AT-STREET,<br>HYTHE, CT21 4PH | Proposed internal alterations, replacement of the existing timber doors and windows with new timber doors and windows and the erection of an outbuilding following the removal of 4 No. outbuildings.                             | Noted No objections  |
| <a href="#">24/1244/FH</a> | Berwick House,<br>Stone Street,<br>LYMPNE, CT21 4JW                              | Listed Building Consent for the installation of solar panels  | Noted No Objections  |

#### 11. RACE HOUSING NEEDS SURVEY- UPDATE

In order to progress this process within Lympne it was proposed that we share the cost of a Housing Needs Survey with Sellindge Parish council. It was proposed to fund the survey to the value of £660.00. All members agreed.

This survey is due to take place in February 2025.

It was noted that this should be advertised within the newsletter to reassure residents that this is a genuine survey.

#### 12. PROPOSAL TO PERMIT COFFEE VAN TO OPERATE AT VILLAGE HALL CARPARK

This matter had been agreed previously but the operator had not gone ahead. It was suggested that the "van" be powered from the village hall and that it is sited away from any residents to ensure that there are no disturbances.

The Clerk will circulate the previously written licence agreement and make contact with the

operator.

**13. PROPOSAL TO ERECT A SHED TYPE BUILDING TO THE REAR OF THE VILLAGE HALL FINANCED FROM PLAYGROUP CHARITY BALANCE AND TO CONSIDER COMMENTS FROM FOLKESTONE AND HYTHE DISTRICT COUNCIL PLANNING ENFORCEMENT.**

Prior to commencing this item, it was noted that as no decisions were being made that Cllr. East could take part in the discussions.

The history to this discussion in summary as heard at the meeting- Punch and Judy Play Group (a CIC Charity) ceased operations leaving £20,000 for distribution. The Charity Commission state that this money should be used by a charity for the benefit of the children and used by another Charity. £10,000 was distributed to the local School Parents Association and there not being another "children" orientated Charity, the remaining Money was transferred to The Lympe Village Hall and Recreation Ground Charity. After a proposal from the new nursery provider, a company called Badgers Bridge LLP, for the building of a log cabin on Village Hall grounds, the Village Hall Committee earmarked the £10,000 for this project. The company describe this building as being used for shelter, and also forest schools and outbound experiences.

Concerns have been raised about the need for this additional building, how it will be used, whether it will be a community asset and whether the money can be used for this purpose. In addition the siting of the cabin has been raised as a concern for neighbours.

At this stage no plans have been drawn up, no applications have been made and no agreements to build have been made by the Parish council.

While the Village Hall Committee have carte blanche to run the hall, any changes to the fabric of the building or adding additional permanent structures should be agreed by the Parish Council as owners of the building (The building and grounds are rented to the Lympe Village Hall and Recreation Ground Charity)

The Clerk therefore advised members that once a full proposal and suggested plans both for design and use are agreed that this should be brought to Council for discussion and a vote prior to any further agreements between the Village Hall Committee and Badgers Bridge.

**ACTIONS-**

Clerk to review village Hall lease and Covenants for the land and to identify what compliance and planning requirements are needed.

Cllr. Boor will look at costs for construction of such a building to include design and planning applications, potential material and installation costs.

**NO DECISIONS/AGREEMENTS MADE**

**14. VILLAGE SHOP OPTIONS AT END OF CURRENT TENANCY AGREEMENT**

After a recent meeting with the solicitor where the Shop Lease was reviewed, members were informed that although the lease ends in 2026 the tenant is able to automatically renew the lease unless there are any defaults identified. This is due to when the lease was originally written (The lease was written prior to the Parish Council becoming owners).

Further discussion will take place nearer the time and also any changes to the lease before renewal.

**15. HEALTH AND WELL BEING INITIATIVES- ONLINE SERVICES ASSISTANCE**  
**See above update from Cllr Beales.**

**16. CONCLUSION OF AUDIT 2023-2024**  
**To consider comments from external auditors.**

Comments from the external auditors noted- The audit was completed to a high standard. A reminder to the Clerk to ensure his signature is included in the final submitted version.

**17. FINANCE**

**a. Authorisation of Payments- Members will review the list of invoices for payment two Councillors to authorise the payments online.**

**Items at Appendix 1 agreed for payment. - In addition, expenses for the health and Well-being project agreed at £14.40**

**b. Additional quotes for authorisation (to be advised at the time of the meeting)**

**i. Christmas Fayre- Sponsorship of Santa - £175.00**

**Approved unanimously**

**ii. Retrospective funding for Youth Club Trip-to be confirmed at time of meeting.**

**Funding for youth club trip approved from Youth Club Budget- Refunded to Cllr C. Yates (£129.00)**

**18. MATTERS FOR CONSIDERATION AT FUTURE MEETINGS AND INCLUSION IN NEWSLETTER**

Millenium Wood

Review of Highways concerns raised by Residents through the newsletter

Litter complaints Stone Street

**19. DATE OF NEXT MEETING Wednesday 9<sup>th</sup> October 2024, 7pm at the Committee Room Lympne Village Hall**

**Noted**

# Appendix 1

## Lympne Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

10 September 2024 (2024-2025)

| Vouche       | Code                   | Date       | Minute | Bank             | Cheque No          | Description          | Supplier              | VAT Type | Net             | VAT          | Total           |
|--------------|------------------------|------------|--------|------------------|--------------------|----------------------|-----------------------|----------|-----------------|--------------|-----------------|
| 53           | HMRC                   | 10/09/2024 |        | UNITY TRUST BANK |                    | HMRC                 | Lympne Parish Council | Z        | 264.56          |              | 264.56          |
| 61           | Newsletter             | 10/09/2024 |        | UNITY TRUST BANK |                    | Newsletter           | Sandgate Printers     | Z        | 294.00          |              | 294.00          |
| 60           | Insurance              | 10/09/2024 |        | UNITY TRUST BANK | Client Reference N | Insurance            | Arthur J Gallagher    | Z        | 4,867.67        |              | 4,867.67        |
| 58           | Grasscutting           | 10/09/2024 |        | UNITY TRUST BANK |                    | Grass Cutting        | Coleman               | S        | 340.00          | 68.00        | 408.00          |
| 59           | Litter Bin Clearance   | 10/09/2024 |        | UNITY TRUST BANK |                    | Litter Bin Clearance | Lympne Village Hall   | Z        | 65.00           |              | 65.00           |
| 56           | Clerks Wages (NET)     | 30/09/2024 |        | UNITY TRUST BANK |                    | Wages+Office         | Lympne Parish Council | Z        | 863.91          |              | 863.91          |
| 57           | HMRC                   | 30/09/2024 |        | UNITY TRUST BANK |                    | HMRC                 | Lympne Parish Council | Z        | 264.56          |              | 264.56          |
| 56           | Clerks Home Office Use | 30/09/2024 |        | UNITY TRUST BANK |                    | Wages+Office         | Lympne Parish Council | Z        |                 | 26.00        | 26.00           |
| <b>Total</b> |                        |            |        |                  |                    |                      |                       |          | <b>6,959.70</b> | <b>94.00</b> | <b>7,053.70</b> |