

PRESENT:

Cllr. Mike Boor
Cllr. Anne Beales
Cllr. Michael McAuley
Cllr. Judith East

IN ATTENDANCE:

Mr. J. Lawrence – Parish Clerk

APOLOGIES:

Cllr. C. Yates
Cllr. M. Potter

1. ELECTION OF THE CHAIR OF LYMPNE PARISH COUNCIL

It was proposed by Cllr. Beales and seconded by Cllr. McAuley that Boor be elected Chair.

RESOLVED: Cllr. Boor was duly elected as Chair for the forthcoming year.

2. APOLOGIES

Apologies were received and accepted from Cllr. Clare Yates and Cllr. Michael Potter.

3. DECLARATIONS OF INTEREST

- a. No personal interests were declared.
 - b. No prejudicial interests were declared.
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4. PROPOSAL TO ELECT A VICE CHAIR OF THE COUNCIL

It was proposed that the Council elect a Vice Chair.

RESOLVED: Cllr. Beales was unanimously elected Vice Chair for the forthcoming year.

5. ACCEPTANCE OF THE MINUTES OF THE COUNCIL MEETING HELD ON 14th APRIL 2025

The minutes were agreed as a true record and signed by the Chair.

RESOLVED: Minutes accepted.

6. CHAIR'S REPORT

The Chair delivered a report outlining key activities and developments.

- VILLAGE SHOP- Lease renewal is being managed by a solicitor with various details to be confirmed before the renewal is agreed.
 - OTTERPOOL GARDEN TOWN- No plans published at this time as the District Council are waiting to partner with Homes England with a time limit of 3-6 months.
 - SOLAR FARM- Planning will be submitted at some point and comments will be submitted once received.
 - PLAYING FIELDS COMMITTEE- Work is in hand looking for funding to raise 30-40 thousand pounds which is hoped to be in place by 2027.
 - Lympe Village Hall- Refurbishment being commenced along with an improvement in the acoustics.
 - Reported that the VE day event was a success- It was good to see so many people involved.
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7. MEMBERS' REPORTS

Reports were given by members on various responsibilities.

Cllr. Beales

- A full digest has been completed about village activities to support requests for funding events for the Wellbeing Initiative
- A power point covering this subject is available on the Parish Council website using the quick link on the home page www.lympneparishcouncil.gov.uk
- Advertising is in place for the women's menopause transition group which will take place at the Church.
- It was requested that the Clerk writes to other Parishes to advertise this event.

- The Health and Wellbeing Group will be meeting on Thursday- More people are encouraged to attend.
 - It was proposed that an additional £1800 from the wellbeing budget will be authorised in support of the Menopause Transition Group.
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8. INVITED SPEAKERS

None present.

The Clerk summarised a report submitted by District Cllr. Jeremy Speakman

9. PUBLIC SESSION

Members of the public raised the following issues:

- No members of the public present
No decisions were made in this session.
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10. STANDING ORDERS

RESOLVED: The Council acknowledged and accepted the Standing Orders without amendment.

11. CODE OF CONDUCT

RESOLVED: The Council acknowledged and accepted the Code of Conduct.

12. FINANCIAL REGULATIONS

RESOLVED: The Council acknowledged and accepted the Financial Regulations.

13. STATEMENT ON INTERNAL CONTROL

RESOLVED: The Statement on Internal Control for the year ending 31st March 2025 was reviewed and accepted.

14. RISK MANAGEMENT SCHEME

RESOLVED: The Risk Management Scheme was reviewed and confirmed.

15. INTERNAL AUDITOR'S REPORT 2024–2025

The report from the Internal Auditor was received.

RESOLVED: The following recommendations were accepted:

- The budget for 2025-26 does record planned spending and expected income (precept and other). It should also include forecasts for use of reserves (to fund spending) and contributions to reserves (to fund future spending) – these are required calculations s49A Local Government Finance Act 1992.

16. EXTERNAL AUDIT – ANNUAL GOVERNANCE STATEMENT 2024–2025

RESOLVED: The Annual Governance Statement was approved and signed by the Chair and Clerk.

17. EXTERNAL AUDIT – ACCOUNTING STATEMENTS 2024–2025

RESOLVED: The Accounting Statements were certified and approved. --

18. APPOINTMENT OF COUNCILLORS TO COMMITTEES / WORKING GROUPS

Appointments were made as follows:

SHOP COMMITTEE- Cllr. Boor/Cllr Beales

YOUTH CLUB- Cllr. C. Yates

PLAYING FIELDS COMMITTEE- Cllr. M.Boor and Cllr.J. East

SHEPWAY AREA COMMITTEE- Cllr. M.Boor

JOINT PARISH and DISTRICT COMMITTEE- Cllr.A. Beales

CAMPAIGN FOR PROTECTION OF RURAL ENGLAND COMMITTEE- Cllr. M.Boor

20. CORRESPONDENCE AND COMMUNICATION

The Clerk summarised correspondence received:

Here is a concise summary suitable for inclusion in Parish Council minutes, indicating that each item was considered by the Council:

Correspondence Summary (All items considered by the Council):

1. **Open Spaces Society** – Membership acknowledged. The Council noted the importance of supporting campaigns to protect open spaces and public paths across the UK.
2. **FHDC – PSPO Consultation** – The Council noted the proposed Anti-Social Behaviour Public Spaces Protection Order, open for public consultation until 18 May 2025.
3. **Green Grant Scheme** – Application acknowledgment received. Outcome expected by early July 2025. Council noted the competitive nature of the scheme.
4. **Road Safety Concern – Stone Street, Lypne** – A resident raised concerns over unsafe walking conditions due to speeding traffic. The Council agreed to place this on the next meeting agenda for further discussion and to consider actions.

21. HOUSING NEEDS SURVEY RESULTS

The results of the survey were considered.

It was agreed that Cllr. Boor would review the report and update members at the next meeting.

22. PLANNING

Applications considered:

- **25/0635/FH** – *Fairlands, Berwick Lane*: Erection of side extension to replace existing garage.
COMMENT: No Objections
- **25/0502/FH** – *Fox Cottage, Otterpool Lane*: Installation of solar PV and air source heat pump.
COMMENT: No Objections

23. FINANCE

- a. **Bank Reconciliation:** Reviewed and accepted.
- b. **Review of Transactions and Budget:** No concerns raised.
- c. **Payments for Authorisation:**

The following payments were authorised:

PAYEE	PURPOSE	AMOUNT
Village Hall	Summer Fair	200.00
M.Coleman	Grass Cutting	408.00
Sandgate Printers	Newsletter	294.00
Lympne Village Hall	Hall Hire	30.00
Lympne Village Hall	Youth Club Hall Hire	100.00
Lympne Village Hall	Bin Clearance	65.00
Lionel Robbins	Internal Audit	140.00
Refund to Clerk	Laptop purchase	526.96
Salaries	Wages and office	1259.32

24. PARISH COUNCIL MEETING DATES 2024–2025

Dates for upcoming meetings were received and noted.

25. DATE OF NEXT MEETING

Wednesday 11th June 2025 at 7pm, Committee Room, Lympne Village Hall

26. CLOSED SESSION – CLERK’S PAY REVIEW

Members entered closed session.

RESOLVED: The annual pay award for the Clerk was agreed as follows:

It was agreed that the Clerk would remain at the current pay scale in line with National Guidelines.

MEETING CLOSED: 2050hrs

Signed:

Chair – Lympne Parish Council

Date: _____
