Manston and Hammoon Parish Council

**Minutes of the Parish Council Meeting**

**Held on Tuesday 04th June 2019 at 6.00pm in Manston Village Hall**

**Present:**

Councillors – N. Frampton, K. Murphy, E. Clark, T. Morgan and S. Vestbirk

**In attendance:**

W Lewin (Parish Clerk)

4 members of the public

**The Annual Village Meeting**

**1. Public period**

There were no comments from the public.

**2. Co-option of new Parish Councillors**

Mr Charlie Poë and Mrs Rachel Stone were both unanimously coopted as members for Manston.

**3. Apologies for absence**

All members were present.

**4. Declarations of pecuniary and other interests**

There were no declarations of interests.

**5. Minutes of previous meeting 26th March 2019**

These were agreed as a true and accurate record of the meeting.

**6. Issues arising from the last meeting**

These were all on the agenda.

**7. Update from the Chairman**

There were no matters from the Chairman.

**Annual General Meeting**

**8. To appoint a Chairman**

Cllr Nick Frampton was unanimously elected as Chairman.

**9. To appoint a Vice Chairman**

Cllr Ewan Clark was unanimously elected as Vice Chairman.

**10. To appoint a Responsible Finance Officer**

Mr Wayne Lewin was appointed Responsible Finance Officer.

**11. To appoint a DAPTC representative**

Cllr Nick Frampton accepted this role.

**12. To appoint an internal auditor**

Mr John Paul was appointed as internal auditor.

**13. To approve Standing Orders, Financial Regulations and Risk Assessments**

There were no amendments to the above.

Members requested to review again at the next meeting.

**14. To confirm frequency of Full Council meetings**

It was agreed to hold four a year. They were to be the first Tuesday of June, September, December and March.

Dates were confirmed as 03rd September, 03rd December and 03rd March all starting at 1800 hours.

**Full Council**

**15. To receive reports from the County & District Councillors**

No report had been received.

**16. To receive a finance report and to agree action in response to proposals and payment approvals**

The following payments were authorised for payment:

|  |  |  |
| --- | --- | --- |
| DAPTC | 359 | 98.11 |
| Playsafely Limited | 360 | 82.20 |
| Came and Company | 361 | 362.00 |
| Mr Salisbury | 362 | 160.00 |
| Manston Village Hall | 363 | 100.00 |
| Mr Wayne Lewin | 364 | 300.00 |
| BT | 365 | 1.00 |

It was agreed to pay Mr Lewin a honorium of £300 to be costed against wage, expenses and stationery.

It was agreed to pay the village hall a grant of £100 as an s137 payment in lieu of hall hire.

It was also agreed to merge the current and reserves accounts together as there was no legal requirement to have two accounts.

**Annual Governance and Accountability Return 2018/19**

This was unanimously approved.

**17. To receive an update on telephone boxes**

Cllr Murphy confirmed he had sourced a new door, free of charge, for the Manston kiosk.

He also had offers of assistance to paint and refurbish the box.

**It was agreed to set aside £200 from the village furniture reserve to fund this project.**

As for Hammoon, it had been circulated that the box would not be repainted as BT were looking to dispose of it.

**It was agreed adopt this kiosk from BT under the Adopt a red phone for £1 scheme.**

**18. To receive an update on the bus shelter**

The contractor was now fit and well after illness and was likely to start in the next few weeks.

**19. To receive an update on finger posts**

Cllr Poë confirmed that the Hammoon fingerpost was next on the list.

The Clerk confirmed he had not progressed any further with the insurance claim.

Cllr Vestbirk mentioned that an assignment of rights to claim through DC.

**It was agreed to pursue an assignment of rights, but it was also approved to continue with a new finger post for Manston, subject to satisfactory completed of the Hammoon project.**

**20. To receive an update on a new Parish Clerk**

No applications had come forward. The Clerk would write an advert for DAPTC, The Hill and Unity magazines.

**21. Community Speed Watch**

Mr Bernie Chiswell had received gun and they were now operational. 5 people had signed up.

**22. Items for the next meeting**

Invite CHO to next meeting

**23. Date of next meeting(s)**

Were confirmed as:

03rd September 2019

03rd December 2019

03rd March 2020

There being no further business the meeting closed at 2010 hours.