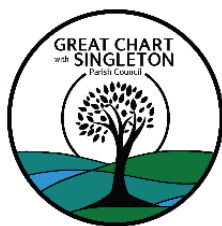


Great Chart with Singleton Parish Council

Founded in December 1894



Meeting of the Parish Council held on Monday 13th June 2022 at Great Chart Village Hall at 7.30pm MINUTES

PRESENT: Cllrs, Alexander, P Barker, Y Barker, Gathern, McClintock, Sullivan, Wiffen
ALSO PRESENT: Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk),
Cllr Howard-Smith (ABC), Cllr Shorter (ABC), Cllr Ross (KCC) and 2 members of public

1. Apologies for Absence

Cllrs Ackrill, Darvill, Tate
Cllr Barrett (ABC), Cllr Blanford (ABC)

2. Declarations of Interest

To hear declarations of interest on this agenda, relating to:

2.1. Disclosable Pecuniary Interests

None

2.2. Other Significant Interests

None

2.3. Other Interests

Item 4 – Cllrs Gathern, Wiffen

Item 7.1 – Cllrs P Barker, Y Barker, McClintock, Sullivan, Wiffen

Item 7.2 – Cllrs Y Barker, McClintock, Sullivan

Item 7.3 – Cllrs Ackrill, McClintock, Wiffen

Item 7.4 – Cllrs P Barker, Gathern

Item 7.5 – Cllrs Alexander, Y Barker, McClintock, Sullivan, Wiffen

Item 8 – Cllr McClintock

3. Minutes of the Previous Meeting

The council resolved to approve the minutes of the meeting held on Monday 9th May 2022 as a true record.

Proposed:	Cllr Alexander	Seconded:	Cllr P Barker
Vote In Favour: 7	Vote Against: 0	Abstain: 0	MOTION CARRIED

The council resolved to approve the minutes of the meeting held on Monday 16th May 2022 as a true record.

Proposed:	Cllr P Barker	Seconded:	Cllr Alexander
Vote In Favour: 7	Vote Against: 0	Abstain: 0	MOTION CARRIED

4. Vacant Position of office Singleton East Ward

Dave Gathern introduced himself as a possible candidate.

The council resolved to co-opt Dave Gathern to the vacant position in Singleton East ward.

Cllr D Gathern was invited to join the meeting as a councillor and was able to vote on decisions from this point.

Proposed:	Cllr McClintock	Seconded:	Cllr P Barker
Vote In Favour: 7	Vote Against: 0	Abstain: 0	MOTION CARRIED

5. Reports from Borough Councillors

5.1. Cllr Barrett – Singleton East Ward

Not present

5.2. Cllr Blanford – Weald Central Ward

Cllr Blanford apologised for her absence and her report was read to the meeting.

- *The Jubilee weekend for the Weald Central Ward went off well. I was pleased to be able to attend the Chilmington event at Kingsnorth Primary School which was well attended. I also attended several events in Bethersden.*
- *I have been invited to attend the opening of the new outside rifle range at the Rifle Club in Great Chart tomorrow, Tuesday, 14th June, and look forward to it.*
- *On Wednesday, the Chilmington Secondary School application comes before the Planning Cttee. I shall speak to the application during the meeting.*
- *The Possingham Farm application is planned for the July meeting and, if it does appear on the agenda, I shall speak to that although I may not be able to vote.*
- *I look forward to the Platinum Jubilee picnic on Saturday.*

5.3. Cllr Howard-Smith- Singleton West Ward

Cllr Howard-Smith has been informed of a fence going up on a patch of land that was not part of the dwellings boundary, it is council owned land so enforcement is taking place. Please report any potential land grabs as the enforcement team can investigate them.

Aspire have offered to plant some more trees on Imperial Green, it was suggested they may be in the middle, but it was requested they are planted on the edges.

Lottery funded improvements are finally starting in Victoria Park.

5.4. Cllr Shorter -Washford Ward

Cllr Shorter repeated Cllr Howard-Smith's message to report potential land grabs.

Cllr Shorter raised the issue of a road sign reading Singleton School not John Wesley School next to the new crossing on Cuckoo Lane.

6. Reports from County Councillors (when in attendance)

6.1. Cllr Charlie Simkins

Not present

6.2. Cllr Dirk Ross

Cllr Ross is also dealing with a land grab situation in Beaver ward, it has been ongoing for a year and is taking a lot of time to deal with. Cllr Ross is against the council offering to sell the land to the resident.

Cllr Ross will attend the Jubilee event to help set up and meet residents. Cllr Gathern thanked Cllr Ross for resolving a pot hole issue, and for getting Tithe Barn Lane signage installed. Cllr Gathern suggested that e-scooters could have a place in a designated area along the dualled A28 as a greener way to travel if it could be done legally and safely. Cllr Shorter noted that the money agreed with the developer for the dualling, is for the original plans only. Any modification will need to be funded from new money.

7. Reports from Committees/Groups

To receive reports from committees

7.1. Chilmington Green Planning Working Group

The secondary school application is being discussed at ABC Planning Committee this week. Relating to this, Cllr Wiffen read from an email sent by Rebecca Darling from Stonyrock

I wondered if it would be helpful for your Councillors to have a brief response from the project team regarding the Parish's objections that are listed in the ABC officers' report for the planning committee next Wednesday.

School will not open before the access roundabout is in place and Chilmington Green Road closed off – officers have provided a condition to that effect.

Limited number of parking spaces, poor layout of coach drop off area – Parking spaces have increased from 119 to 156 spaces with provision to allow for expansion to all parking spaces should demand arise in the future. Coach drop off area reorganised to contain 6 coaches and entry gates have been set back at least 16 metres to allow a 15 metre long coach to safely wait off the highway whilst the gate is opened.

Lack of inclusion of green energy to power the school – PVS are included and the net zero carbon approach means all fabric, heating, ventilation, water and lighting systems are designed to be energy efficient.

Electric car charging points including in disabled spaces – there are 15 active electric vehicle charging spaces which accords with the County Design Standard.

Need for active travel routes to the school from outside the Chilmington development red line – this is outside the scope of the application.

The planning working group will monitor the Possingham application.

7.2. Great Chart Playing Fields

The AGM was held on 21st May, and the next meeting will be July 25th.

7.3. Singleton Spaces

Currently working through the final snagging list on the extension. The next quiz is Saturday 2nd July.

7.4. Amenities, Open Space and Environment Committee

Bumblebee Conservation Trust report has been received with three suggested actions, the first is already in place using wildflower meadows with signage and promotion.

Allotments fencing - it was decided to go for a cheaper fence to allow the expansion work to take place. Inspections have taken place. Barrow and Spade brigade will be asked to take on a more formal structure to allow more official work to be carried out by them.

7.5. Staffing Committee

All councillors now have access to employee calendars to see when staff are in or out of the office.

Sarah Gaunt was introduced as the new Youth Worker.

Public Participation: There will be 15 minutes of the meeting to hear public questions and comments.

A video was shown of JWS Year 5 children doing a local litter pick using community heroes' kit. Thanks were given to John Wesley School and the parents involved in organising the event.

8. Planning Applications for Consideration this Month

8.1. Planning application number [22/00656/AS](#)

White Lodge, Sandy Lane, Great Chart, Ashford, Kent, TN26 1JN. Prior notification of the change of use of agricultural building and land within its curtilage to two dwelling houses and associated operational development- **Cllr Y Barker**

The proposed dwellings may be too close to the existing building. Similar applications in the area have been turned down. The fire brigade have concerns over access in an emergency. This isn't a full planning application, but it was felt that it should be. It's not within the local plan so should go to ABC planning.

The council resolved to comment negatively and ask for the application to be called in, and for a full application to be submitted.

Proposed:	Cllr Y Barker	Seconded:	Cllr Wiffen
Vote In Favour: 4	Vote Against: 2	Abstain: 2	MOTION CARRIED

8.2. Planning application number [22/00670/AS](#)

Twysden Cottage, Daniels Water, Great Chart, Ashford, Kent, TN26 1JU Proposed stables together with feed store, tack room and a 40m x 20m sand school to be fenced with post and rail fencing – **Cllr P Barker**

The council resolved to support the application as there were no planning concerns.

Proposed:	Cllr P Barker	Seconded:	Cllr Sullivan
Vote In Favour: 7	Vote Against: 0	Abstain: 1	MOTION CARRIED

8.3. Planning application number [22/00687/AS](#)

3A The Singleton Centre, Hoxton Close, Singleton, Ashford, Kent, TN23 5GR
Provision of external shutters, extraction unit and flue, new window. – **Cllr McClintock**

A concern was raised over the height of the flues, but they are at the back of the building and there were no other concerns.

The council resolved to support the application.

Proposed:	Cllr McClintock	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.4. Planning application numbers [22/00641/AS](#) and [22/00642/AS](#)

Singleton Manor, Tithe Barn Lane, Singleton, Ashford, TN23 4TY Installation of a 10kw ground mounted photovoltaic solar array, also with associated Listed Building reference 22/00642/AS

The council resolved to support the application as there were no planning concerns.

Proposed:	Cllr Wiffen	Seconded:	Cllr Y Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.5. Planning application number [22/00688/AS](#)

29 Old Orchard, Singleton, Ashford, Kent, TN2 4PY Proposed single storey rear extension and side infill extension- **Cllr P Barker**

A previous application was turned down as it negatively affected the street scene. These plans are improved and address these problems; however, parking is still a concern as there is limited road parking. The council resolved to object to the application as it does not comply with TRA3 as the extra bedroom will require an extra parking space.

Proposed:	Cllr P Barker	Seconded:	Cllr McClintock
Vote In Favour: 6	Vote Against: 0	Abstain: 2	MOTION CARRIED

8.6. Planning application number [22/00718/AS](#)

Chart House, The Street, Great Chart, Ashford Kent, TN23 3AP Proposed erection of an outside open swimming pool with pool house, demolition of the existing cart barn/garage and erection of replacement garage and garden store and associated landscaping. – **Cllr Y Barker**

The pool and pool house have already been approved, but this application relates to the outside garden area. There were no planning concerns, so the council resolved to support the application.

Proposed:	Cllr Y Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

9. Planning Decisions

Please see Appendix One

10. Policies for approval and documents to review

10.1. Statement of Internal Control

It was suggested that in Section 3 a change is made from 'Chair' to 'Chair and the Clerk'. This will be queried with KALC before a final decision is made.

Under Payments – take the plural s off payments, and add the plural s to standing order.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

10.2. Disclosure and Barring Service Policy

The council resolved to accept the proposed changes.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11. Finance

11.1. Items for Payment

The council resolved to pay all payments except:

The outstanding invoice for TGO to be withheld as the work has still not been completed, and a request to be made for a timescale for completion

The churchyard maintenance payments will be made, but the June payment will be withheld if standards are not maintained regardless of approval by the church. The current agreement was put in place to be reviewed after 6 months so Cllr McClintock will discuss this with the church.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Items for Approval for Payment June 2022

Method	Items for Approval	Description	Total payable	VAT
Bacs	HMRC	June contribution	£2,597.17	
Bacs	Salary	June salaries	£6,914.07	
Bacs	Kent Pension Fund	May Pension Contribution	£1,496.66	
Bacs	Lancaster Builders	SEC-Final retention release	£3,225.00	
Bacs	Ashford Borough Council	Supply and collection of bins for the Jubilee event	£114.20	
Bacs	KCS	Photocopier/printer rent	£127.51	£21.25
Bacs	KCS	Photocopier/printer charge	£58.09	£9.68
Bacs	B3 Gardening	April invoice	£360.00	
Bacs	B3 Gardening	May invoice	£570.00	
Bacs	Rural Kent	Membership renewal	£115.00	
Bacs	Mike Cuerden	Internal audit	£534.00	
Bacs	TGO Gym Company	Outdoor Gym Cuckoo Park	£94,728.15	£15,788.01
Bacs	Tower Mint Ltd	Jubilee Coins	£5,214.60	£869.10
Bacs	Kall Kwik	Newsletter printing	£995.00	
Bacs	Kall Kwik	Mounted photo	£42.00	£7.00
Bacs	Express Toilet Hire	Toilet hire for Jubilee event	£360.00	£60.00
Bacs	East Kent Leaflet distribution	Newsletter distribution	£528.00	
Total:			£ 117,979.45	£16,755.04

Income

Method	From	Description	Total received	VAT (if applicable)
			0	

Total:	£	-
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Payment for Information

Payment Date	From	Description	Total paid	VAT (if applicable)
16-May-22	Plastic Data Card	ID card and lanyard for Youth worker	£ 50.96	£ 8.49
Total:			£ 50.96	£ 8.49

Credit card payment items for Information	Description	Total paid	VAT
Account Number:19079376			
Amazon	12 Pieces soft sponge foam sport balls indoor	£9.99	£ 1.67
Amazon	Kreative egg and spoon race kit	£10.99	£ 1.83
Amazon	Adhesive bulletin board border trim confetti border	£10.99	£ 1.83
Amazon	Duracell Plus AA	£6.99	£ 1.17
Amazon	Baker Ross rainbow display borders	£34.07	£ 5.68
Plusnet	Telephone and Broadband	£34.34	£ 5.72
Hope	Junior Tug War Rope	£31.73	£ 5.29
Newwitts	Playm8 start and finish lines	£31.55	£ 5.26
McColls	Milk	£1.30	
McColls	Refreshments	£2.60	
Amazon	Bemomo 100 Pieces Medals for children	£21.99	£ 3.67
Baker Ross	Union Jack stationery sets, pencils and art magnets	£56.25	£ 9.37
Amazon	Soccer Shoot PVC football	£17.96	£ 3.00
Ashford Borough Council	Event Notice Licence	£21.00	
Amazon	Pack of 10 Poster paper display roll	£38.90	£ 6.48
Sticker Shop	Parish council logo stickers	£109.00	£ 18.17
Account Number: 24056805			
GiffGaff	Mobile broadband	£20.00	£3.33
Jewson	Sawn batten	£5.78	
Dial Direct	Van insurance	£46.98	

Timpson	Van key battery replacement	£9.95	
B&Q	Rust-oleum 400m.	£19.50	£3.25
B&Q	RO Universal Paint and flat washer	£41.15	£6.86
Applegreen	Van fuel	£50.46	£8.41

Items highlighted in purple are for the Jubilee event

Total:	£633.47	£ 90.99
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11.2. Annual Governance and Accountability Return 2021-2022

11.2.1. Section 1- Annual Governance Statement 2021/22

The Annual Governance and Accountability Return 2021-2022, Form Three statements, on page four, were read to the councillors and each statement was agreed to by all councillors, apart from Statement 9 which was not applicable Cllr Shorter applauded the council for following correct procedure for this important set of statements.

Proposed:	Cllr Wiffen	Seconded:	Cllr Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11.2.2. Section 2- Account Statements 2021/22

The year ending balances were read out for Financial Years 2021 and 2022. It was noted that the large balance is partly made up of earmarked reserves for long term asset repair and replacement.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11.2.3. Internal audit

Other than a small number of minor points made, the council received a good report and the internal audit report has been signed.

11.3. Friendship day- supporting Julia James

Cllr McClintock explained what PCSO Julia James meant to the parish when she worked in this area. He proposed that some financial funding is given to the proposed Friendship Day being organised by Julia James niece.

Proposed:	Cllr McClintock	Seconded:	Cllr Alexander
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11.4 Cuckoo Park

Cllr McClintock left the meeting.

The proposed surface options were read to those present. There were concerns raised over further contracting a company who has not carried out the initial work correctly. Two more quotes will be sourced if possible although this is proving difficult.

It was proposed that this will be discussed at the next meeting.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 7	Vote Against: 0	Abstain: 0	MOTION CARRIED

12. Clerk's Report and Update on Issues not Listed Elsewhere on the Agenda

See Appendix Two

13. Correspondence

- Email from Rebecca Darling at StonyRock – read in Item 7.1
- Email from Penny Bullen, Deputy Headteacher at the Wyvern School inviting councillors to discuss the No Right Turn campaign with the student council, give out Jubilee coins, and to watch a student performance of Macbeth.
- Cllrs McClintock and Wiffen recently attended a consultation event about PCSO/community policing, for which the turn out was poor even though it is an important topic. During the meeting, the desire for the retention of community policing was widely held and strongly expressed.

14. Items for Information or Agenda for Next Meeting

- Surfacing at Cuckoo Park.
- Condition of the wooden horse

15. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on **Monday 11th July 2022 starting at 7.30pm at Singleton Village Hall**

The meeting ended at 9:40pm

Signed as a true record by:

Cllr Wiffen _____

Date: _____

Appendix One

Planning Decisions

June

Planning application number 21/00434/AS

Peel House, Singleton Road, Great Chart, Ashford, Kent, TN23 3BA Proposed removal of existing flat roof extensions, garage and conservatory. Erection of two storey extension to sides and rear. Creation of additional vehicle crossover with extended block paved driveway. **ABC: Permit PC: Support**

Planning application number 21/02192/AS

Unit 1, Beult Barn, Ashford Road, Great Chart, Ashford, Kent, TN23 3DH Outline application for 3 detached dwellings with all matters reserved. **ABC: Refuse PC: Support**

Planning application number 22/00118/TP

Land East of and adjoining Bucksford Manor, Chart Road, Great Chart, Kent, T4 Ash – to Fell – fell and replant under 5 day notification – dead and dangerous. **ABC: Grant consent**

Planning application number 21/01331/CONA/AS

Buxford Mill, Bucksford Lane, Singleton, Ashford, Kent, TN23 4TZ Discharge of conditions: 4 (repair of medieval frame) 9 (a-timber framing), 9(b joinery) and 9(c- floor boarding). **ABC: Grant Consent**

Planning application number 21/01915/AS

13 Postling, Ashford, Kent, TN23 4UX Lawful development certificate – existing – provision of hardstanding to front. **ABC: Existing Use/Development is Not Lawful PC: No representation, application was acknowledged on the Planning Decision (December 2021)**

Planning application numbers 21/01067/AS and 21/01335/AS

Outline planning application with all matters reserved for future consideration for the redevelopment of previously developed land and the construction of a mixed-use development comprising 40 dwellings (c3) and 40 commercial units (e(g)(i)) together with 4 custom build plots **AND** Outline planning application with all matters reserved for future consideration, for the redevelopment of previously developed land (brownfield) and the construction of a mixed-use development comprising 25 dwellings and 25 commercial units (E)(g)(i) **Appeal Decision: Refuse of planning permissions**

Planning application number 21/00007/CONB/AS

Land to south east of, New Street Farm, Chilmington Green Road, Great Chart, Kent, Discharge of condition 2 **(Materials) ABC: Permit PC: No Comments**

Planning application number 21/02201/AS

Agricultural barn beside, Pig and Whistle Farmhouse, Ashford Road, Great Chart, Kent, Demolish existing redundant agricultural barn and erection of single detached dwelling with associated parking/hardstanding, landscape improvements and private amenity space. **ABC: Permit PC: Object**

Planning application number 21/01567/AS

The Rectory, Ashford Road, Great Chart, Ashford, Kent, TN23 3AY Erection of 3 detached dwellings – **Appeal submitted**

Planning application number 21/02193/AS

11 Hedgerows, Singleton, Ashford, Kent, TN23 5WL proposed two storey side extension
ABC: Permit PC: Object

Planning application number 22/00457/AS

64 the Street, Great Chart, Ashford, Kent, TN23 3AP Refurbishment, of the four sash windows on the front/road facing/south-facing aspect of the property. **ABC: Grant Consent PC: Support**

Planning application 22/00493/AS

Ninn Lodge Farm, Ninn Lane, Great Chart, Kent, Demolition of 2no. existing modern, open barns and erection of 1. No replacement storage building. **ABC: Permit PC: Support**

Planning application number 12/00400/COAL/AS

Land at Chilmington Green, Ashford Road, Great Chart, Discharge of condition 60 (Hedges & hedgerows – Phase 2) **ABC: Permit: PC: Object**

Planning application number 21/01315/CONB/AS

Land between the Pig and Whistle Farmhouse and Minden Cottage, Ashford Road, Great Chart, Kent, Discharge of conditions: 2 (Materials), 3 ((a)Eaves, (b)External rainwater goods, (c) Flues, grilles and vents, (d)Electricity and gas meter boxes, external pipe work, (e)Boundary walls, (f)Gates, (g) Brick or stone laying patterns, mortar specifications and colour, (h) All decorative brickwork, (i) Details and sections of window frames, 13 (Bike storage), 17(Landscaping Scheme), 18(Boundary treatments), 26 (Refuse and recycling) & 29 (Timber gates). **ABC: Permit PC: Support**

Planning application number 21/00007/CONC/AS

Land to south east of, New street Farm, Chilmington Green Road, Great Chart, Kent, Discharge of condition 14 (Broadband) **ABC: Permit PC No Comments**

Planning application number 21/00840/AMND/AS

Land at Chilmington Green, Ashford Road, Great Chart, Kent

Minor amendment to planning permission 21/00840/AS (Infrastructure route which includes carriageway, footpath/cycleway, indicative locations of visitor parking bays and soft verges to the Phase 2 Avenue providing access to the Chilmington Green Secondary School site within at Chilmington Green, Great Chart, Ashford) to alter the junction configuration at crossroads at Chilmington Avenue and Chilmington Green Road. **ABC: Permit PC: no comment, submission date closed on the 27th and not on 30th as advertised on the planning portal**

Planning application number 22/00120/TC

Walnut Tree, Cottage, The Street, Great Chart, Ashford, Kent, TN23 3AP Eucalyptus- to fell
ABC: No objection

Planning application number 21/01469/AS

Little Black Dog, The Street, Great Chart, Ashford, Kent, TN23 3AN Change of use of building from former public house to form a single dwelling house, with off street parking and garden area, alterations to fenestrations. **Applicant appeals decision**

Draft Minutes

Appendix Two

Clerk's Report – June 2022



Pop Up café:

The Pop-up Café at Great Chart village hall takes place between 11.00am and 1.00pm and in the afternoon at Askes Court between 2.00pm and 4.00pm.

Please make a note of the future Pop-Up Café dates below:

Wednesday, 15th June 2022 & Askes Court (Guests-Wellbeing Matters Plus)

Wednesday, 13th July 2022

Wednesday, 10th August 2022 & Askes Court

Wednesday, 14th September 2022

Wednesday, 12th October 2022 & Askes Court

Wednesday, 16th November 2022

Wednesday, 14th December 2022 & Askes Court

Jubilee Event: On the 18th June 2022 we are holding our Jubilee event, it will start at 11.00 am and finish at 2.30pm. There will be fun activities for the whole family throughout the day, performances by Ashford Concert band and others. More information about the event can be found on the parish council website. If you would like to volunteer on the day please contact Paula. We hope to see many of you there.

Defibrillator training: On 1st June Pro Medic Medical Services kindly held a free defib and CPR training at Great Chart Village Hall. The training was well attended by residents and we hope it gave them confidence to use a defibrillator. Another training session will be held soon.

Tabling a motion for Parish council meetings: If you would like to request an agenda item, please send a motion at least seven clear days before the meeting via theclerk@greatchartsingleton-pc.gov.uk with the wording you would like to appear on the agenda. Please note, if the motion's wording is not clear, it could be rejected, or you could be requested to resubmit the motion with better wording.

Community Heroes:

The number of Community Heroes are growing slowly and this week we had someone joining the scheme. As always, if you can, please promote the scheme with your friends and family. More information can be found on the parish council's [website](#).

National Association of Local Councils: If you haven't already please subscribe to [NALC's newsletter](#). It has up to date information relating to the sector as well as news about the latest events.

Training: Please regularly check the Kent Association of Local Councils website for updates on training. If there is anything you feel would improve your role as a councillor,

please book a place using their Eventbrite website. When booking a place at an event, please do not forget to select payment by invoice and the invoice to be sent to the clerk. If you have issues with accessing the website please email Laura Dyer at manager@kentalc.gov.uk and she will be able to assist you.

Reporting: It is very important that if you see a fault, it is reported to the relevant authority immediately so works can be arranged. It is often confusing to know who to report to so if in doubt you can check the Parish Council [website](#) where all the information you need to know is available. Did you know you can use What3Words to pinpoint the exact location of a fault? You can either access it via [the website](#) or download the app on your smartphone.

Social Media: Please keep liking and sharing our posts on social media so it can reach a wider audience. If you are on Twitter, Facebook or Instagram ensure you give us a like and follow us 😊

Draft Minutes