

PRESENT – Cllrs Marsh, Wanstall, Robbins, Kewley, Kenton, Jull, Manion and Kevin Lynch, Parish Clerk, 0 members of the public.

1. Election of Chair	Cllr Marsh requested proposals for the election of the Chair for the next year. Cllr Kewley Proposed Cllr Marsh, Seconded by Cllr Robbins. There were no other proposals. All agreed. Cllr Marsh accepted the role of Chair.	
2. Election of Vice-Chair	Cllr Marsh requested proposals for the election of the Vice-Chair. Cllr Robbins proposed Cllr Kewley. Seconded by Cllr Wanstall. All agreed. Cllr Kewley accepted the role of Vice-Chair.	
3. To Receive apologies	Cllrs Murphy, Bond	
4. To receive declarations of interest to matters included on the agenda	Cllr Wanstall agenda item 10 (b), Cllr Kewley agenda item 13	
5. To resolve that the minutes of the Parish Council meeting held on 25 March 2019 are a correct record	Proposed: Cllr Robbins: Seconded: Cllr Wanstall. All Agreed.	
6. Public participation	None	
7. Co-option of Councillors	<p>With only four Councillors instead of seven, Council agreed that there was a need for co-opting three Councillors for the three vacancies (two for Hyton Ward and one for Tenant's Hill Ward). Council agreed to:</p> <ul style="list-style-type: none"> (i) Advertise for Councillors via the East Kent Mercury (ii) Advertise for Councillors via Sholden Parish Notice boards. <p>Cllr Kenton noted that it was highly unlikely that Dover District Council would invoke Section 39 (4) (b) of the 1983 Representation of the People Act (that is, intervene with Council should vacancies not be filled).</p> <p>Action: Clerk to draft adverts, circulate and once approved advertise for the co-option of the Councillors. Candidates to be considered at the 24 June Council.</p>	KL
8. Delegated Authorities	<p>Under Section 101 of the 1972 Local Government Act, Council resolved that:</p> <ul style="list-style-type: none"> (i) Cllr Wanstall (Planning Officer) would have delegated authority to review non-controversial planning applications which needed to be answered outside of normal Council meetings. Proposed: Cllr Robbins: Seconded Cllr Wanstall. All Agreed. (ii) Cllr Kewley would have delegated authority to liaise with Sholden Village on all matters relating to the S.106 funds held by Sholden Parish Council for the Hall. Proposed: Cllr Marsh: Seconded: Cllr Wanstall. All Agreed. <p>Action: Clerk to draft Job Descriptions, circulate and present at the Council on 24 June.</p>	KL
9. To receive written or verbal reports from a) District Councillors and b) County Councillor	New District Councillors Jull, Kenton and (later) Manion introduced themselves. Cllr Kenton said that he was on the DDC Waste and Planning Committees. Cllr Kenton also confirmed that because DDC could show a more than plus 5% Housing Land Supply the "tilted balance" was not engaged on unallocated land. Cllr Jull said that in	

	<p>view of the recent elections he had nothing substantive to report. Cllr Mannion (later) introduced himself.</p> <p>Cllr Marsh thanked the new District Cllrs for their introductions and reports. All councillors looked forward to working together. There was no County Council report.</p>	
10. To receive information relating to actions generated at the last meeting of the parish council held on 25 March 2019 and agree any further actions	<p>(i) Sholden New Road (SNR) Double Yellow Lines (DYL): Council had received revised DYL drawings from KCC (Highways). Council resolved that this new plan was acceptable.</p> <p>Proposed: Cllr Wanstall. Seconded Cllr Kewley. All Agreed.</p> <p>Action: Clerk (i) to inform KCCC (Highways) and (ii) draft a parish-wide consultation paper, circulate and publish in the late June Summer Newsletter</p> <p>(ii) Churchfield Farm: Council agreed to contact Mr. Hester (representing the DDC at the Appeal Hearing on 11 June and attending the Annual Parish Meeting on 16 May) alerting him to potential questions about the Appeal.</p> <p>Action: Clerk to write, as above, to Mr Hester.</p> <p>(iii) Pegasus proposed development (19/00216 – 42 dwellings etc.). Council resolved that the Clerk should write to the Planning Officer as per the draft circulated earlier.</p> <p>Proposed: Cllr Wanstall. Seconded Cllr Kewley. All agreed.</p> <p>Action: Clerk to write, as above, to Planning Officer.</p>	<p>KL</p> <p>KL</p> <p>KL</p>
11. Council to consider policies and Asset Register	<p>In accordance with Best Practice, Council agreed to adopt the reviewed and updated Standing Orders, Code of Conduct, Financial Regulations and the new Financial Risk Assessment. Council also noted the 2019 Asset Register.</p> <p>Action: Clerk to annotate the various documents and post on the Sholden Parish Council website.</p>	KL
12. Annual Parish Meeting	<p>Council agreed that, in Cllr Marsh's absence, Cllr Kewley should Chair the Annual Parish Meeting on 16 May. Council approved the agenda already circulated.</p> <p>Action: Clerk to remind Mr Hester and Plastic Free Deal that they are attending.</p>	KL
13. Planning	<p>(i) Beech Tree – crown raise, 1 Paddock Close (19/00466). Council agreed to write to DDC along the lines previously circulated by Cllr Wanstall.</p> <p>(ii) Erection of a single storey side extension and insertion of two additional roof lights to rear of roof slope: 1, Bellerophon Villas, London Road, Sholden Ct14 0AD. Council agreed to (i) object to this application, (ii) Inform DDC Planning that the developer must adhere to current conditions and (iii) DDC Planning Enforcement Officers must enforce extant conditions.</p> <p>On (ii): Proposed Cllr Wanstall. Seconded Cllr Kewley. All Agreed.</p> <p>Action: Clerk to write to DDC as agreed in (i) and (ii) above.</p>	KL

Draft Minutes of the meeting of Sholden Parish Council held on Monday 13 May 2019 at 6.30pm in
Sholden Village Hall

14. KALC Annual Subscription	Council agreed to renew the KALC Annual Subscription. Action: Clerk to put on May Payments	KL
15. Zurich Annual Insurance	The Clerk circulated a brief summary of the details of the Zurich Insurance Policy. Council agreed to renew the insurance policy. Action: Clerk to put on May payments.	KL
16. Internal Auditor Statement	In accordance with Guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR – to be presented on 24 June) Council received and noted the internal audit report. Action: Clerk to prepare full AGAR for 24 June meeting	KL
17. Finance	Council: (a) Approved March Bank Statement and Reconciliation (b) Approved April Payments (c) Approved April Bank Statement and Reconciliation (d) Approved (early) May payment – Caretaker to be advised. (e) Authorised Cllr Robbins to be an “authoriser” (replacing Cllr Wall) on the Unity Trust Sholden Parish Bank Account (f) Approved the list of Annual Payments for FY 2019/2020 Action: Clerk to take forward action on (e) above.	KL
18. Correspondence	Circulated	
19. Former Councillors	Council agreed that letters of appreciation should go to departing Councillors. Action: Clerk to draft letters for Chairman.	KL
20. To receive agenda items for next meeting	(i) The Sportsman (ii) Scout HQ Payment (iii) AGAR and from previous correspondence (iv) Plastic Free Deal and (v) CCTV and Village Shop	KL
The Meeting Closed at 19.55pm		