



## WHITFIELD PARISH COUNCIL

Dated this 10<sup>th</sup> January 2023

You are hereby summoned to attend a Meeting of the WHITFIELD PARISH COUNCIL, which will be held on **TUESDAY 17<sup>th</sup> January 2023, at the Sports Pavilion, Recreation Ground, Cranleigh Drive, Whitfield, Dover, Kent**, beginning at 7.30pm to transact the business shown on the agenda below.

**Please do not attend if you or anyone in your household is unwell or has COVID-19 symptoms or have tested positive and the recommended self-isolation period is not complete.**

**Maintain social distancing as far as possible from anyone you do not have regular contact with.**

**Respect those who may be cautious.**

**Use hand sanitizer when entering the building. Clean your hands often. Keep surfaces clean.**

**Please wear face coverings in confined areas.**

Thank you.

Jo Matcham  
PARISH CLERK

### AGENDA

1. Apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest that Members may wish to make.

3. **MINUTES**

To receive and approve the Minutes of the Parish Council Meeting held on 8<sup>th</sup> November 2023 (copy attached).

4. **FINANCE**

To consider / note the monthly finance report to 30 November 2022 (copy attached).

To consider / note the bank reconciliation x 4 for the Parish Council accounts (copy attached).

5. **PRECEPT / BUDGET 2023/2024**

To consider the draft operating budget for Whitfield Parish Council for the 2023/2024 financial year (copy attached).

To consider the proposed total resource precept demand on Dover District Council of £119,900.00 for the 2023/2024 financial year.

6. **COMMITTEES**

To consider the following Resolved to Recommend matters from the Finance Committee Meeting, which took place on 6<sup>th</sup> December 2022.

**99. RESOLVED TO RECOMMEND:** 1) That the Clerk shall proceed to open a Nationwide Business Instant Access Saver account with a view to transferring £85,000.00 from the Unity Bank Current account to the Nationwide Business Instant Access Saver account.

2) That the addition of Councillor J. Cummings and Councillor J. Hudson as signatories to the Unity Bank account is confirmed.

Further Resolved to Recommend matters relating to Staffing Issues (103) shall be discussed in closed session at Agenda item 17.

To consider any other matters relevant to the Finance Committee.

To consider any matters relevant to the Planning Committee and to note / consider the Planning Applications received up to 3<sup>rd</sup> January 2023 (copy attached).

7. **MATTERS ARISING**

8. **CORRESPONDENCE**

9. **PCSO UPDATE**

10. **PUBLIC PARTICIPATION**

11. **DOVER DISTRICT / KENT COUNTY COUNCILLORS' REPORTS**

To receive any reports from the Dover District Ward Councillor(s) and Kent County Councillor.

12. **REPORTS FROM REPRESENTATIVES**

To receive any other reports from Councillors in respect of Meetings / Events attended as representative of Whitfield Parish Council.

13. **HIGHWAYS**

To note the Traffic Analysis Report from the Speed Indicator Device – Archers Court Road Outbound to 21/10/2022 (copy attached).

To note that an ATC (Automated Traffic Count) Speed Survey will be taking place on Sandwich Road from 23<sup>rd</sup> January for a period of 7 days. This is to gather information following the Parish Council request to extend the 30mph speed limit, as per the adopted Highway Improvement Plan.

To receive any updates from Councillors in respect of local highways matters.

14. **GRANTS AND SUBSCRIPTIONS**

To consider the renewal of the Parish Council Annual Subscription to the Campaign to Protect Rural England (CPRE) at a cost of £50.00.

To consider the request from Pegasus Playscheme for a donation to support their 2023 projects (copy attached).

To consider the request from Whitfield Village Hall Management Committee for a grant towards the cost of installing a Fire Alarm (copy attached).

To consider the request from Dover and Deal Sea Cadets for a donation to support day to day running costs (copy attached).

15. **CHURCH EVENT – LET'S CHAT**

To consider the Church's request to hold weekly Meetings in the Pavilion Hall for a Church Event – Let's Chat and to consider any hire fee applicable (email sent to Councillors 09/01/2023)

16. **TRAINING AND EVENTS**

To consider the available training events from KALC, particularly the upcoming Dynamic Councillor 'online' events (copy attached).

To Consider / note the upcoming DDC Town and Parish Event, taking place on Thursday 16<sup>th</sup> February 2023 at the DDC Council Offices or alternatively via TEAMS (copy attached)

17. **ANY OTHER BUSINESS**

To receive any items for information only, not covered elsewhere on the Agenda.

18. **MOTION TO EXCLUDE THE PUBLIC**

To consider the exclusion of any public and press present.

19. **RESOLVED TO RECOMMEND MATTERS**

To consider the Resolved to Recommend matter in respect of Staffing Issues, from the Finance Committee Meeting, which took place on 6<sup>th</sup> December 2022.

20. **TO CONSIDER CO-OPTION TO WHITFIELD PARISH COUNCIL**

To consider any applications for co-option to Whitfield Parish Council.