

## CHILHAM PARISH COUNCIL 2016/17

**Chairman** P Lulham  
**Vice Chairman** D Marriott  
**Clerk** G Dear  
**Finance Officer** G Dear

### COMMITTEES

**Resources** P Lulham D Marriott G Schofield  
-meets once a year to agree annual budget and decide on the next years precept  
-meets quarterly to review performance vs budget  
-adhoc meetings to resolve any finance, asset management or people management issues

**Complaints & Grievances  
(inclu Communications)** tba tba tba  
-adhoc meetings to resolve any complaints&grievance issues passed to it from a council meeting  
-adhoc meetings to resolve any communications issues

### TEAMS

**Planning** P Lulham G Schofield D Marriott  
-review all planning applications and propose a response from the council  
-adhoc meetings to resolve any planning issues passed to it from a council meeting  
-current issue - Sawmills development

**Roads & Transport** P Lulham A Perrett, N Lester (rail service)  
-adhoc meetings to resolve any roads&transport issues passed to it from a council meeting  
-current issues - traffic volumes around Bagham Junction (ex Sawmills devt)  
-current issues - Road Safety and Rat Runs (ex Sawmills devt)

**Assets Maintenance** L Heasman D Kennett H Tharp  
-quarterly inspection of all parish council assets, log this and any items that need attention  
- G Hiscott to check OWL play area and Latin Field play area on weekly basis, log this and advise any items that need attention  
-D Kennett and H Tharp to check bus shelters, noticeboards, planters and benches in Chilham on a regular basis and advise any items that need attention (NB Y White maintains the planters in OWL)  
-G Schofield to check noticeboard and benches in OWL on regular basis, log this and advise any items that need attention

**Filming** G Schofield  
-to act as parish council contact for filming in the parish following the process agreed at the May2013 meeting

**Emergency Planning** A Rooke-James  
-to produce an Emergency Plan for the parish

### WORKING GROUPS

**Xmas Tree** D Kennett M Froggett T Sims G Glover R Marsh D Burch G Burch  
D Parsons P Froggett T Vallis A Greenwood K Marsh Law A Marsh Law  
-to plan organise and provide a xmas tree in the Square

**Toilet Refurbishment** G Schofield Y White  
-to plan, scope and manage the refurbishment of the public toilets in Taylors Hill car park

### REPRESENTATIVES

**Village organisations:** -represent the council at committee meetings and report back at council meetings  
CFDB tba (also corporate member), D Marriott, P Lulham  
Chilham Village Hall tba  
OWL Village Hall G Schofield  
CPRGT P Lulham  
CTRG tba  
Nursing Association D Kennett  
Combined Charities D Kennett  
Chilham United Charities A Perrett

**Non-village organisations:** -represent the council at regular forums and report back at council meetings  
KALC Ashford Area Committee P Lulham  
Parish Forum P Lulham  
Perrywood Steering Group L Heasman P Lulham

**Other:**  
**PROW** A Perrett  
-keep abreast of PROW issues affecting the parish and attend council meetings where necessary to provide updates / raise issues

Tree Wardens P Vogel

**AUDITORS**  
Internal Auditor David Buckett - 01795 890240 - d.buckett@homecall.co.uk  
External Auditor Littlejohn LLP

April 2017