

Minutes of the Annual Meeting of the Parish Council held at Beechen Hall, Wildfell Close, Walderslade on Monday 21 May 2018 commencing at 8.13pm.

Present: Mr B Hinder (Chairman), Mrs A Brindle, Ms L Clarke, Mr Ivor Davies, Mr V Davies, Mr P Dengate, Mr T Harwood, Mrs W Hinder, Mr D Hollands, Mrs K Macklin, Mr P Sullivan and Mrs M Waller together with the Clerk Mrs P Bowdery, Assistant Clerk Mrs M Fooks and two members of the public/press.

1. Apologies and absences

Cllrs Brooks, Constable and Hayday.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

None submitted.

3. Election of Chairman.

Cllr Brindle nominated, with Cllr Clarke seconding – **Cllr Bob Hinder**. There being no other nominations this was **agreed**. The Chairman signed his Declaration of Acceptance of Office.

4. Election of Vice-Chairman

Cllr Hollands nominated, with Cllr Dengate seconding – **Cllr Vic Davies**. Cllr Davies agreed to be nominated. There being no other nominations this was **agreed unanimously**.

5. To Appoint Committees, Committee Chairmen and Vice-Chairmen

Committees their Chairmen and Vice-Chairmen were appointed.

5.1 & 5.2 Environment Committee

Cllr L Clarke
Cllr J Constable
Cllr I Davies
Cllr Anne Brindle (Vice Chair)
Cllr B Hinder
Cllr W Hinder (Chair)
Cllr D Hollands

5.3 & 5.4 Estates Committee

Cllr L Clarke (Vice Chair)
Cllr I Davies
Cllr V Davies (Chair)
Cllr P Dengate
Cllr B Hinder
Cllr P Sullivan
Cllr D Hollands

5.5 & 5.6 Finance and General Purposes Committee (F&GP Committee)

Cllr L Clarke
Cllr I Davies (Chair)
Cllr V Davies
Cllr P Dengate (Vice-chair)
Cllr B Hinder
Cllr W Hinder
Cllr G Hayday

6. To Appoint Representatives to External Bodies

Grove Green Community Association	Cllr Vic Davies
Kent Association of Local Councils	Cllr Ivor Davies, Cllr Anne Brindle and Cllr Wendy Hinder (reserve)
Action with Communities in Rural Kent (ACRK)	Cllr Ivor Davies
Sandling Village Hall (2 Trustees)	Cllrs Wendy Hinder and Dennis Hollands
Vinters Valley Nature Reserve (Trustee)	Cllr Vic Davies
Boxley Warren LNR	Cllr Tony Harwood
Parish/Police Liaison meetings	Cllr Bob Hinder

7. **Inspection of Deeds and Trust Documents**
Noted that the originals are stored at the council's solicitors (Whiteheads Monckton's) with the parish office retaining copies.
8. **Chairman's Announcement**
 Cllr Ivor Davies congratulated Cllr Bob Hinder on winning the seat as Borough Councillor for the Boxley Ward.
9. **Minutes of the Parish Council Meeting 9 April 2018**
 The minutes of the meeting were **agreed** and **signed** as a correct record.
10. **Matters Arising from the Minutes**
- 10.1 Minute 3097/5.1 Honour Boards. Members **received** the design and cost information however further clarification was requested and it was **agreed** that this would be circulated to members out of meeting for decision. **Action Office.**
 - 10.2 Minute 3097/5.2 Franklin Drive Play Area. The tree work has been completed and the equipment ordered. **Noted.**
 - 10.3 Minute 3097/5.3 Parish Hall Extension Public Works Loan. The Clerk confirmed that the Parish Council had been successful with its application.
 - 10.4 Minute 3097/5.4 OneDrive. Work outstanding. **Noted**
 - 10.5 Minute 3097/6 Pothole App. KCC will look at the suggestion that they develop an app to report potholes from mobile devices. Members requested this item to be placed on the next main environment agenda. **Action office.**
 - 10.6 Minute 2098/9 Committee Membership for non-parish councillors. Deferred to next meeting. **Noted.**
 - 10.7 Minute 3100/14.1 End of World War 1 commemorative plaque. Design and cost are still being sourced and information will be supplied to members at the next PC meeting. **Action Office.**
 - 10.8 Minute 3101/14.2 Planning application for land adjacent to Wildfell Close now going to 24 May Maidstone Planning Committee. The following people will be registered to speak County Cllr Paul Carter, Cllr Ivor Davies and Rob Burrows WWG.
 - 10.9 Any other matters arising from the minutes which are not on the agenda.
11. **Report from the PCSO and Police Issues**
 A police report had not been received in time for the meeting. However, members **received** and **noted** the details of the crimes that had taken place during the last month. Cllr Bob Hinder confirmed there were 2 crashes on Harp Farm Road.
- The meeting was adjourned to allow members of the public to speak. A resident confirmed that work had started in Sandling to replace the bollards.
12. **Draft Minutes of Recent Committee Meetings**
- 12.1 Environment Committee meeting 9 April 2018. **Received** and **noted.**
 - 12.2 Environment Committee meeting 16 April 2018. **Received** and **noted.**
 - 12.3 Estates Committee 17 April 2018. **Received** and **noted.**
13. **Finance**
- 13.1 Payments made out of meeting 03.04.18 – 14.05.18. **Received** and **noted.**
 - 13.2 Receipts for the period 03.04.18 – 14.05.18. **Received** and **noted.**
 - 13.3 Account balances. **Noted.**
 - 13.4 Parish Services Scheme – **Ratified** the Clerk's and Chairman's signature of the return required by MBC, based on expenditure during 2017/18.
 - 13.5 Members are reminded that they should not sign blank cheques or authorisation letters, they need to check invoices against cheques and authorisations when signing and cheques stubs need to be initialed by both signatories. **Noted.**
14. **Declaration of Casual Vacancies**
 The Parish Council now has 2 vacancies due to the resignation of Cllrs Maureen Waller and Pat Brooks who between them had a combined 45 years worth of experience on Boxley Parish Council. The Chairman thanked Cllr Waller for her service and presented

her with a bunch of flowers. As Cllr Brooks was not present at the meeting arrangements were made to deliver her flowers to her. Contact will now be made with MBC.

15. **Policies and Procedures**

These were deferred to the June meeting.

16. **GDPR**

Members **received** and **noted** the Clerk's report and members requested that license encryption software decision is deferred to F&GP committee. **Action office.**

17. **Reports from councilors/office**

17.1 Facebook members. **Received** and **noted** the Clerk's report, Cllr Dengate asked if the invitation to join the Lordswood and Walderslade Group Facebook page could be extended to Beechen Hall for advertising the hall's facilities.

17.2 Cllr Bob Hinder stated that whilst he was delivering his leaflets in the lead up to the elections received a lot of positive feedback on how supportive the Parish Council and the staff were.

18. **Reports from Borough and County Councillors**

Cllr Wendy Hinder gave a report explaining that there is a great deal of concern about the stem school in Grove Green and many residents have said they will be attending the public inquiry.

Fly tipping is still on the increase and if residents have work done which needs to be taken away they ask where and how it will be disposed and if the company can show a waste transfer certificate.

The tree work has now been now done along Boxley/Beechen Bank Road it does look so much better and safer too.

19. **Matters for Decision**

19.1 Secure storage at parish office. Members **received** the Clerk's report and **agreed** to allow Cllr Vic Davies's request as a Trustee of both Vinters Valley Trust and Grove Green Community Centre and responsible for GDPR to store some files within the Parish Council filing cabinets so long as is it covered by a policy and procedure. **Action office/Cllr Vic Davies**

19.2 Presence at St John's School Fete 16 June 2018 12.00 – 15.00. Cllrs Vic Davies and Sullivan agreed to attend. **Action: Cllrs Vic Davies and Sullivan.**

20. **Correspondence**

None received.

21. **Matters for Information**

Received and **noted.**

21.1 Maidstone KALC draft minutes 16 April.

21.2 March-April 2018 Kent Police & Crime Commissioner Newsletter.

21.3 Kent Fire and Rescue - Volunteer Info for Parishes.

22. **Items for Next Agenda**

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 29 May 2018.

23. **Next Meeting**

4 June 2018 at The European School of Osteopathy, Boxley House, Boxley Village, ME14 3DZ.

In view of the confidential nature of the following item the Chairman resolved to exclude members of the public and press for its duration.

24. **Beechen Hall Extension and Toilet Refurbishment Project**

Members received a report from Cllr Ivor Davies that F&GPC had, after lengthy consideration, decided against releasing additional funds from reserves. After further discussion Cllr Hollands proposed, having withdrawn a previous proposal, that **“the parish council instructs the Beechen Hall Extension Working Group to proceed with a scaled down version of the project in order to meet the budget available”**. Cllr Vic Davies seconded the proposal which was **agreed** (8 in favour and 2 absentions).

Meeting closed at 10.00 p.m.

Signed as a correct record of the proceedings.

Chairman..... Date.....