

Minutes of the Meeting of the Parish Council held at European School of Osteopathy, Boxley Village on Monday 4 June 2018 commencing at 7.30 pm.

Present: Mr B Hinder (Chairman), Mrs A Brindle, Ms L Clarke, Mr Ivor Davies, Mr V Davies, Mr T Harwood (arrived at item 3), Mrs W Hinder, Mr D Hollands, Mrs K Macklin and Mr P Sullivan together with the Clerk Mrs P Bowdery and two members of the public/press.

1. Apologies and absences

Apologies: Cllr Dengate.

Absent: Cllrs Constable and Hayday.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

None received.

3. Chairman's Announcements

Members were notified that 6 June Medway Council Planning Committee would be considering a Gibraltar Farm application for renewal of planning permission. Any councillor who was available to attend to object should notify the Clerk. **Action: all councillors.**

Councillors were reminded of the date of the funeral of John Munson.

The Chairman thanked all the councillors serving on the Beechen Hall Extension Working Group.

4. Minutes of the Parish Council Meeting 21 May 2018

The minutes of the meeting were **agreed** and **signed** as a correct record.

5. Matters Arising From the Minutes

5.1 Minute 3116/9.1 Honour Boards. The Chairs honour board, after discussions covering board size, display of dates and title was with 2 abstentions, **agreed as quote 2.** Further discussion on the community awards honour board was required, **noted.**

Action: parish office.

5.2 Minute 3117/9.2 Franklin Drive Play Area. Awaiting delivery and installation of play equipment. **Noted.**

5.3 Minute 3117/9.4 OneDrive. Work outstanding. **Noted.**

5.4 Minute 3117/9.7 End of World War 1 commemorative plaque. The Clerk's report was **received** and **noted.** Members agreed to a stone 'plinth' and Cllr Vic Davies offered to supply some Ragstone and if the plaque/s were supplied then Cllrs Vic Davies and Sullivan could arrange installation. The Clerk was asked to liaise with the councillors. Members **noted** that the Estates Committee would be considering whether to replace the plaque by the War Memorial at their next meeting. Details of the style and materials available for a plaque would be supplied to members. **Action parish office, Cllrs V Davies, Sullivan and Clerk.**

5.5 Minute 3116/13 Declaration of Casual Vacancies. The required notification of resignations posters have been displayed. **Noted.** The timeline for appointment was discussed and as there was no meeting planned for August members were warned that an extra meeting might be organised to allow the positions to be appointed to.

5.6 Any other matters arising from the minutes which are not on the agenda. None.

6. Crime Report and Police Issues

The crime statistics report was **received** and **noted.**

The meeting was adjourned at 7.50pm. Old Chatham Road roadworks, it was reported that nobody had been working on the site for a week, Cllr Wendy Hinder to take this up with KCC. It was reported that the removal of the speed bumps in The Street Boxley Village had resulted in increase speeds but currently no noticeable increase in the volume of vehicles using the road. The meeting reconvened at 8.03pm.

7. Draft Minutes of Recent Committee Meetings

7.1 Environment Committee 14 May 2018, with a slight amendment. **Received** and **noted.**

- 7.2 Finance and General Purposes Committee 21 May 2018. **Received** and **noted**.
- 7.3 Finance and General Purposes Committee 22 May 2018. **Received** and **noted**.

8. Finance

- 8.1 Payments made out of meeting 14.05.18 - 29.05 18. **Received** and **noted**.
- 8.2 Receipts for the period 01.05.18 – 29.05.18. **Received** and **noted**.
- 8.3 Account balances report. **Received** and **noted**.

9. Annual Governance and Accountability Return for the Year Ended 31 March 2018

- 9.1 BPC Governance Statement. The Clerk's report summarising the various methods, procedures and policies put in place by the Council to ensure it complied to the various regulations regarding management and audit of its finances was **unanimously approved by members**.
- 9.2 AGAR Section 1. The signature of the Annual Governance and Accountability Return Statement by the Responsible Financial Officer was **noted**.
- 9.3 AGAR Section 1. Members' having accepted the recommendation of the RFO and the F&GP Committee, **agreed** that the Chairman should sign Section 1 of the return.
- 9.4 Section 2. Accounting Statement. The RFO and Chairman signed Section 2 of the return.
- 9.5 AGAR Annual Internal Audit Report. The completion of the report was **noted**. The report of the Independent Internal Auditor was **received** and **noted**.
The Clerk was thanked for her work.

10 Committee Membership for non-parish councillors.

The Clerk's report on the possibility of allowing non-parish councillors onto committees, except for F&GPC, and working groups was **received** and **noted**. Lengthy discussion took place on the options available.

- 10.1 Cllr Vic Davies proposed seconded by Cllr Macklin that **non-parish councillors should be allowed to serve on a committee. Agreed** with one abstention.
- 10.2 Cllr Vic Davies proposed seconded by Cllr Clarke that **committees are responsible for inviting/approving an appointment of a non-member. Unanimously agreed**.
- 10.3 Cllr Wendy Hinder proposed seconded by Cllr Clarke that a maximum of two non-parish councillors could be invited to join a committee. The proposal was not put to a vote as Cllr Wendy Hinder then requested a review of the decision taken at 10.1. After further discussion it was **agreed** that the item would be deferred to the next meeting to allow a possible revisit to 10.1. **Action: Clerk**.

11 Policies and Procedures

- 11.1 Complaints re Code of Conduct (review). **Agreed**.
- 11.2 Lobbying and Predetermination (review). **Agreed**.
- 11.3 Standing Orders (additions). The Clerk's report on potential amendments being presented by KALC was **received** and **noted**. The item deferred to the September agenda. **Action: Clerk**.

12. GDPR

Members' **received** and **noted** the Clerk's progress update and advice.

13. Reports from councillors/office

- 13.1 STEM School Public Inquiry. The Chairman's report on his attendance and speech was **received** and **noted**. The applicant had agreed to accept a condition to fund the Road Traffic Orders required for Grove Green.
- 13.2 MBC Planning Meeting land at Wildfell Close. Cllr Ivor Davies gave a report on his attendance and speech. The Chairman thanked Cllr Davies and also the Chairman of Walderslade Woodlands Group for attending and speaking in support of the planning application which, subject to conditions, had been granted.
- 13.3 The Clerk notified members that there was an item in the Environment Committee agenda concerning the suggestion of a school on land adjacent to the KIMS site. Concern was raised that the land being considered was allocated as a Nature Reserve in the Local Plan. Concern was also raised that the press releases etc. referred to

the land being in Bearsted, the Environment Committee was asked to take this up with Helen Whately MP. **Action: Environment Committee.**

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

Borough Councillor Wendy Hinder had nothing to add to her report given 2 weeks previously.

Borough Councillor Bob Hinder reported that he was currently attending MBC training events.

15. **Matters for Decision**

Walderslade Woodlands. As planning permission had been granted members **agreed** to the creation of a working group to take the project forward. The group to report directly to the Parish Council and non-parish councillors would be invited to join the group. The Chairman and Cllr Ivor Davies specifically mentioned inviting the Chairman of Walderslade Woodlands Group onto the working group. Draft Terms of Reference was requested for the July meeting. **Action: Clerk.**

16. **Correspondence**

None submitted.

17. **Matters for Information**

17.1 Draft minutes Annual Meeting of the Parish. **Noted.**

17.2 Spring/Summer update from the Mid Kent Downs Countryside Partnership. **Noted.**

17.3 Kent Association of Local Councils Annual Councillors' Conference 2018 "Developing Partnerships". Further details to be forwarded on to councillors. **Action: Clerk.**

17.4 Country Eye and a new highway problem app. KCC response that its website adequately supported mobile devices was **noted.**

17.5 Kent Police Rural Liaison Team Report and Rural Matters magazine. **Noted.**

18. **Items for Next Agenda**

None suggested.

19. **Next Meeting**

2 July 2018 at Weaving Street Village Hall, Weaving Street, Grove Green ME14 5JP.

As no confidential issues needed to be discussed the meeting remained open to the public/press.

20 **Beechen Hall Extension and Toilet Refurbishment Project**

Members **received** and **noted** the various reports and updates on the situation. Cllr Vic Davies reported that the quotations were now within the allocated budget and very similar in price. After negotiations with two companies and taking the advice of Kent Designs the decision was taken by the BHEWG to recommend one company to the parish council. Cllr Vic Davies proposed seconded by Cllr Ivor Davies that **the contract for the Beechen Hall extension and toilet refurbishment work is awarded to Waller. Agreed** with 1 abstention. **Action: Clerk.**

Cllr Wendy Hinder proposed seconded by Cllr Hollands that **The Clerk is authorised to arrange for the £90,000 PWL to be paid into the Parish Council's account.**

Agreed. The Clerk was asked to liaise with the PC & F&GPC Chairmen if there are any issues regarding the draw down of the loan. **Action: Clerk, Cllrs Bob Hinder and Ivor Davies.**

Meeting closed at 9.00 p.m.

Signed as a correct record of the proceedings.

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