

Minutes of the Meeting of the Parish Council held at St John's School, Provender Way, Grove Green on Monday 7 October 2013, commencing at 7.30 pm.

Councillors present: Mr Ivor Davies (Chairman), Mrs P Brooks, Mr Vic Davies, Mr P Dengate, Mr T Harwood, Mr Bob Hinder, Mrs Wendy Hinder (arrived with apologies at item 8), Mr D Hollands, Mrs K Macklin, Mr G Smith, Mr A Springate, Mrs A Spain and Mrs M Waller together with the Clerk and 2 members of the public/press.

1. Apologies and absences.

Cllr Sullivan (accepted reason). Borough Councillor Derek Butler. Cllr Holmes (absent).

2. Declaration of Interests or Lobbying on Items on this Agenda.

None.

3. Minutes of the Parish Council Meeting of 2 September 2013.

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

4. Matters Arising From the Minutes.

4.1 Minute 2564/6: Police contact points. **Noted** Kent Police will move the mobile contact point from Boxley Village to another location.

4.2 Minute 2565/8.6: Internal Audit Cllr Hollands reported that he had completed the internal audit and had found the experience very informative.

5. Report from the PCSO and Police Issues.

Noted that PCSO Hawthorne had now left and the parish council await news of his replacement. **Action: Clerk to monitor and contact police if no information forthcoming.**

The meeting was adjourned at 7.37 pm to allow a member of the public to speak about commuter car parking adjacent to Sandling Village Hall and to ask whether the parish council knew of any housing being planned for the industrial area at Old Chatham Road/Tyland Barn. The resident was told that Cllr Wendy Hinder was dealing with the parking issue and that no information had been received about any development at this location. The meeting reconvened at 7.42 pm.

6. Draft Minutes of Recent Committee Meetings.

Noted and Received:

6.1 Environment Committee meeting 9 September 2013; item 14.1 the word "Consortium was amended to "Forum".

6.2 F&GP Committee meeting 10 September 2013.

7. Finance.

7.1 **Noted** payments made out of meeting 28.08.13 – 30.09.13.

7.2 **Noted** receipts for the period 28.08.13 – 30.09.13.

7.3 **Noted** account balances as at 30.09.13.

7.4 **Authorised** payments of accounts due.

7.5 **Noted** the 2012/2013 accounts had been **audited and approved** without any qualifications.

8. Land at Sandy Lane, Boxley.

9. Cllr Bob Hinder gave a report on recent and forthcoming developments at the site including the entrance gates, fencing, water supply and the pegging out of the allotments. Cllr Bob Hinder proposed that **"the allotment project now be handed over to the Estates Committee to manage and that the Allotments Working Group now report to that Committee"**. Cllr Macklin seconded the motion and it was **unanimously agreed**.

Members' **received** the timeline for completion of the project by 1 March 2014. The

Clerk was asked to submit planning applications for the parish council shed and compostable toilets. **Action: Clerk.**

10. **Policies and Procedures Review.**

9.1 Protocol for Attending Parish Council and Committee meetings. **Agreed** with some minor amendments.

9.2 Community Engagement Strategy. **Agreed** with some minor amendments including changing the title to **Community Inclusion Policy**. The trial use of QR codes was noted. The Clerk was asked to come back to the parish council when the office was ready to trial use of the laptop by members of the public before proceeding. **Action: Clerk.**

Cllr Dengate and the office were asked to investigate the possibility of free Wi-Fi at Beechen Hall. **Action: Cllr Dengate and office.**

10 **Matters for Decision.**

10.1 KALC Community Awards Scheme. No nominations having been received the councillors were reminded that nominations should be submitted in writing to the Clerk for consideration at the November meeting. **Action: All councillors and office.**

10.2 Community Chest. **Agreed** review panel to be Cllrs Ivor Davies, Kaz Macklin, Wendy Hinder, Vic Davies and Paul Dengate. **Action: Councillors and office.**

10.3 **Received** the report from Cllr Ivor Davies on the KALC Maidstone area meeting of 25 September. After discussion the following were **agreed**:

- The principle of contributing a reasonable sum, of up to £1,500, to the proposed KALC fighting fund for a judicial review of MBC's housing land requirements. (11 votes for with 2 abstentions).
- The Chairman would write to MBC about its new call-answering system which members felt was time-consuming, impersonal, inefficient and expensive for callers. **Action: Chairman.**

10.4 Remembrance Day: nomination of representative to lay wreath on Sunday 10 November. **Action: Chairman.**

10.5 Walderslade Woodlands land transfer. Members considered the proposed change in procedure received from KCC. Having noted that it contained the information that the parish council had previously requested, it was **agreed** that the suggested approach was acceptable. It was **noted** that any draft transfer document would be checked by the parish council's solicitor.

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

Cllr Wendy Hinder's report was **received**. Issues covered included: lorry parking at Old Chatham Road, cars at Sandling Village Hall and overgrown roadside vegetation and trees.

12 **Reports from councillors/office.**

12.1 Police and Parish Forum 19/09/13: **received** report from Cllr Ivor Davies.

12.2 KCCH&T Parish and Town Council Seminar: **received** report from Cllr Ivor Davies. **Noted** a visit to the highway centre could be requested if councillors were interested, a request to be placed via the Highway Steward.

12.3 Mid Kent Downs Steering Group: **received** report from Cllr Harwood about the group's very successful visit to the orchard; **noted** funding for orchard projects will soon become available. **Received** report from Cllr Bob Hinder about their subsequent visit to the allotment site.

12.4 Sandling Village Hall meeting. Cllr Waller notified members that she had attended the recent meeting but had nothing to report ~~back~~ except that concern had been expressed that neither trustee had been present at the September meeting. The second trustee's e-mail details were supplied to a representative of the hall to facilitate communication.

13 **Matters for Information.**

Received.

13.1 St Paul’s Scouts thank you letter.

13.2 Parish Councillor involvement in MBC/government etc. consultations. After discussion it was **agreed** the office would notify parish councillors of consultations which would allow members to volunteer to draft a response.

Action: office.

13.2 VVPT: Murder Mystery evening 21 November.

14 **Next Meeting.**

Monday 4 November 2013 at the European School of Osteopathy, Boxley Village, ME14 3DZ.

Meeting closed at 9.16 p.m.

Signed as a correct record of the proceedings.

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

DRAFT