

**Minutes of the Meeting of the Parish Council held at Weaving Village Hall,
The Street, Weaving on Monday 7 July 2014 commencing at 7.30 pm.**

Councillors present: Mr Ivor Davies (Chairman), Mr V Davies, Mrs P Brooks, Mr P Dengate, Mr T Harwood, Mrs K Macklin, Mr G Smith, Mrs A Spain, Mr A Springate, Mr P Sullivan and Mrs M Waller together with the Clerk and three members of the public/press. Mr M Hinchliffe joined the meeting after the signing of his Declaration of Acceptance of Office (item 3).

1. Apologies and absences.

Cllr Bob Hinder (holiday), Cllr Wendy Hinder (holiday) and Cllr Hollands (holiday). Borough Councillor Butler (MBC commitment). County Councillor Paul Carter.

2. Declaration of Interests, dispensations, predetermination or Lobbying.

None declared.

3. Co-option to Parish Councillor Vacancy (South Ward).

Taken after the adjournment for the public to speak. Mr Hinchliffe was co-opted to the vacant parish councillor position and having signed his declaration of office was invited to join the meeting.

4. Minutes of the Parish Council Meeting of 2 June 2014.

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

5. Matters Arising From the Minutes.

5.1 Minute 2655/5.2 Neighbourhood Development Plan: The deadline for a response has been extended to 20 July. **Noted.**

6. Report from the PCSO and Police Issues.

The crime statistics were **received** and **noted**.

The meeting was adjourned at 7.35pm to allow a member of the public to identify two highway issues which will be reported to KCCH&T and the Environment Committee. The meeting was reconvened at 7.42 pm.

Item 3 was taken at this point. The delay was caused by the non-attendance of the second candidate who subsequently withdrew her application.

7. Draft Minutes of Recent Committee Meetings.

Received and noted:

7.1 Environment Committee meeting 9 June 2014. Amendment requested to item 8: 14, not 40, members attended the task day.

7.2 Estates Committee meeting 10 June 2014. Amendment requested to item 5.1: "in lieu of a donation" to read "for a donation".

8. Finance.

8.1 Payments made out of meeting 28.05.14-30.06.14. **Noted.**

8.2 Receipts for the period 28.05.14-30.06.14. **Noted.**

8.3 Account balances as at 30.06.2014. **Noted.**

8.4 Payments of accounts. **Authorised.**

8.5 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 initialled by both signatories. **Noted.**

9. Policies and Procedures Review.

9.1 Parish Councillor Allowances. After discussion it was proposed by Cllr Macklin **in principle for budgetary purposes to build in an annual 1% increase**

which would then allow members to review annually the financial implications. Cllr Harwood seconded the proposal and it was **agreed** with three abstentions.

- 9.2 Training Needs Annual Review. The Clerk's report was **noted and received**. Members requested that Facebook training be set up as soon as possible.
Action: office.

10 **Matters for Decision.**

10.1 Members' Handbook: Members welcomed the production of a handbook and **agreed** the contents list with a request for copies of Committees' Terms of Reference to be included and cross references to where documents could be found if they were not in the handbook. **Action: Clerk.**

10.2 World War I commemorative plaque: After lengthy discussion it was **agreed**:

- Not to include the words "In memoriam" (6 for, 5 against with 1 abstention);
- No full stops to be used;
- Plaque would be Corian (black quartz) with gold lettering;
- Plaque to be mounted on a low stand to the right of the War Memorial;
- A copy of the parish council's logo will be included on the plaque;
- the wording will be amended to read

To commemorate the centenary of the outbreak of the
Great War 1914 – 1918

Their endeavour and sacrifice is not forgotten
(9 for and 3 against).

Action: Clerk to supply a mock up and costs to the F&GP Committee.

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

Cllr Wendy Hinder's report was **received**. Members noted she had received complaints about advertising vans parked on the Lidsing Road bridge over the M2 and that she had reported the need for vision-splay maintenance at the junction with Harp Farm Road and flytipping at Yelsted Lane.

12 **Reports from councillors/office.**

Received and noted:

12.1 Cllr Harwood's report on the Boxley Warren Local Nature Reserve Management Committee site meeting 30 May 2014. Cllr Harwood confirmed that additional money had now been attracted for two more ponds and that the first one built had quickly filled up. The ponds would hopefully keep the footpath drier.

12.2 Cllr Bob Hinder's report on the Boxley Warren theatrical day 15.06.14.

13 **Matters for Information.**

Received and noted:

13.1 Open Space Society Newsletter Summer Edition.

13.2 Thank you letter for £250 grant from Friends of Boxley Church.

13.3 KCC Inside Track issue 217 (funding information passed to volunteer groups).

14 **Next Meeting.**

Monday 1 September 2014 at European School of Osteopathy, Boxley Village, ME14 3DZ commencing at 7.30 pm.

Meeting closed at 8.55 p.m.

Signed as a correct record of the proceedings.

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