

Minutes of the Annual Meeting of the Parish Council held at Beechen Hall, Wildfell Close, Walderslade on Monday 11 May 2015 commencing at 7.30 pm.

Councillors present: Mr Ivor Davies (Chairman), Mr V Davies, Mrs P Brooks, Mr P Dengate, Mr M Hinchliffe, Mr B Hinder, Mr D Hollands, Mrs K Macklin, Mr G Smith, Mrs A Spain, Mr A Springate, Mr P Sullivan and Mrs M Waller, together with the Clerk, four members of the public/press and PCSO Day.

1. Apologies and absences.

Cllrs Wendy Hinder, Harwood (MBC meeting). Borough Councillor D Butler.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying.

None received.

3. Election of Chairman.

Cllr Brooks nominated, with Cllr Vic Davies seconding – **Cllr Ivor Davies**. There being no other nominations this was **agreed**. The Chairman thanked fellow councillors and signed his Declaration of Acceptance of Office.

4. To Elect a Vice-Chairman.

Cllr Waller nominated, with Cllr Dengate seconding – **Cllr Brooks**. There being no other nominations this was **agreed**.

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

Committees their Chairmen and Vice-Chairmen were appointed.

5.1 & 5.2 Environment Committee

Cllr P Brooks
Cllr I Davies
Cllr P Dengate (Vice-chair)
Cllr M Hinchliffe
Cllr B Hinder
Cllr W Hinder (Chair)
Cllr D Hollands
Cllr A Springate
Cllr M Waller

5.3 & 5.4 Estates Committee

Cllr P Brooks
Cllr I Davies
Cllr V Davies (Chair)
Cllr P Dengate
Cllr B Hinder (Vice-chair)
Cllr G Smith
Cllr A Spain
Cllr P Sullivan

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

Cllr P Brooks
Cllr I Davies (Chair)
Cllr V Davies
Cllr B Hinder (Vice-chair)
Cllr W Hinder
Cllr P Dengate
Cllr G Smith

6. Appoint Representatives to External Bodies.

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| Grove Green Community Association | Cllr Vic Davies |
| Kent Association of Local Councils | Cllr Ivor Davies, Cllr Dennis Hollands and Cllr Wendy Hinder (reserve). |
| Action with Communities in Rural Kent (ACRK) | Cllr Ivor Davies. |
| Sandling Village Hall (2 Trustees) | Cllr Waller and Cllr Dennis Hollands. |
| Vinters Valley Nature Reserve (Trustee) | Cllr Vic Davies. |
| Boxley Warren LNR | Cllr Tony Harwood. |
| Mid Kent Steering Group | Cllr Smith. |

Representatives **noted** that if they were unable to attend a meeting then it was their responsibility to send apologies. Representatives were also asked to provide regular

reports to the parish council.

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.

Item 10 was taken at this point.

The meeting was adjourned at 7.58 pm for a member of the public to ask what action the parish council was taking on the new Lordswood Urban Extension planning application. A copy of the Environment Committee agenda was supplied and the member of the public was invited to attend the Environment Committee meeting on 18 May. The meeting reconvened at 8.04 pm.

8. Minutes of the Parish Council Meeting of 13 April 2015.

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

9. Matters Arising From the Minutes.

9.1 Minute 2737/4.1 Boxley Warren Awards for All application. Clerk to complete work when possible and will liaise with Cllr Harwood. **Noted.**

9.2 Minute 2737/4.4 Boxley Warren/Pilgrims Way. Road works to improve the junction are now planned for 22 July 2015. **Noted.**

9.1 Minute 2738/15 Code of Conduct Complaints 3 month deadline. No update on the decision taken by MBC was available. **Noted.** Members expressed their disappointment that the MBC's solicitor's recommendation was to have an open-ended deadline for complaints.

9.3 Minute 2737/4.5 Councillor presence at Beechen Hall 7 May 2015. Cllr Dengate congratulated the office on the council's excellent displays and the Chairman endorsed his sentiments. Cllr Bob Hinder, on behalf of the Friends of Boxley Warren, added his thanks for the group's stand (one of two featuring the woodland volunteer groups). The Chairman commented that the displays had attracted the interest of a good number of residents with whom office staff and councillors were able to engage in conversation after they had voted. The exercise had proved very successful.

9.4 Any other matters arising from the minutes which are not on the agenda. There were none.

10. Report from the PCSO and Police Issues.

PCSO Megan Day introduced herself to Councillors and members of the public. Crime statistics and a report were **received** and **noted**. Discussion took place on the lack of cross-border exchange of information as PCSO Day had not received information on a recent case of arson close to the Medway boundary. The PCSO said she would look into this urgently. PCSO Day had been unsuccessful in obtaining the loan of a mobile camera to be erected in Lordswood to monitor car crime; she was advised to contact MBC's Community Safety Unit as they might be able to help.

11. Draft Minutes of Recent Committee Meetings.

Received and noted:

11.1 Environment Committee meeting 13 April 2015.

11.2 Environment Committee meeting 20 April 2015. A minor change to item 7.2, "Dovehill Wood" instead of "Dove Hill allotments", was requested and agreed.

11.3 Estates Committee meeting 21 April 2015. Minor changes to item 4.1 were requested and agreed.

12. Finance.

12.1 Payments made out of meeting. 14.04.15 – 05.05.15. **Noted.**

12.2 Receipts for the period 01.04.14 – 05.05.15. **Noted.**

- 12.3 Account balances as at 05.05.15. **Noted.**
- 12.4 Payments of accounts. None were presented.
- 12.5 Internet Banking. Members **received** and **noted** the Clerk's report that councillors' mandates were being collected. **Action: all councillors.**
- 12.6 Parish Services Scheme Funding Agreement. **Ratified** the signing of the documents by the Chairman and Clerk to meet an impending deadline.
- 12.7 Boxley Village Green and South Wall. The Chairman proposed seconded Cllr Dengate that **the Parish Council allows the Estates Committee, in consultation with the RFO, to decide on the number of quotations sought (Financial Regulations 12.3 (f)) to carry out the repair work to the wall. Agreed.**

13. **Public Engagement.**

Lengthy discussion took place on the various issues and it was **agreed:**

- The flyer with general, not individual, information was available for councillors to deliver if they wished. In an election year the Clerk will advise when such delivery should cease. **Action: office.**
- When possible the general contact details and the flyer will be included as an item in the parish council's regular Downs Mail page. **Action: office.**
- Councillors could have contact cards to hand out to residents etc. but they were not to be delivered through letterboxes.
- A parish councillor group photograph, with names, will be included on the parish council's website. Proposed Cllr Dengate seconded Cllr Hinchliffe. **Action: Clerk.**

Cllr Hinchliffe withdrew his request concerning including resumés on the website. The Chairman thanked members for their constructive input and support for this initiative to make the parish council seem less remote and to engage residents more.

14. **Policies and Procedures**

There were none for review

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

Received and **noted** the written report from Borough Councillor Wendy Hinder which congratulated Cllr Greer on his re-election and Cllr Butler's appointment as Deputy Mayor. She raised some concerns about lorry parking and fly-tipping and would be monitoring these issues.

16. **Strengthening parish and town council accountability. DCLG consultation on extending the remit of the Local Government Ombudsman to larger parish and town councils.**

After discussion to was **agreed** that the parish council's response would be that it believed that the Local Government Ombudsman's jurisdiction should be extended to all parish councils, not just those considered large, thus allowing residents a right to an independent review of their complaint where sufficiently grave.

17. **Reports from councillors/office.**

- 17.1 Maidstone Area KALC Meeting, 29 April 2015 Cllr Ivor Davies's report covering HGV parking, Economic Development Strategy, Local Plan, Planning and Parish Charter was **received** and **noted.**
- 17.2 Cllr Vic Davies gave a report on the Vinters Valley Trust AGM and notified members that he had again been appointed Chairman of the Trust. The Chairman congratulated him on the appointment.

18. **Matters for Decision.**

- 18.1 Maidstone's Civic and Freedom Parade and Civic Service Saturday 23 May, 2015. Cllr Bob Hinder to attend. **Action: office.**

18.2 Pilot Local Warden Support Officer Scheme. After discussion it was **agreed** that the parish council would apply to be in the pilot scheme. **Action: office.**

19. **Matters for Information.**

Received and noted.

19.1 NALC Direction of Travel (April 2015)

19.2 2015 KALC Membership Survey. **Action: Chairman and Clerk.**

19.3 Bredhurst Wood Fayre, 30th & 31st May. Cllr Bob Hinder notified members that FoBW will be having a presence at the event and would be taking the office display. **Action: office.**

19.4 Cllr Bob Hinder notified members that Boxley Gardening Society had asked whether the allotments could be open to the public for the Open Garden event on Sunday 14 June. He would make himself available to supervise and he asked for a display to be arranged. The Chairman also volunteered to be in attendance. **Action: Cllrs Ivor Davies, Bob Hinder and office.**

19.5 Parish Independent Remuneration Panel Report.
Boxley War Memorial, Cllr Smith raised an issue about the names of the WW2 fallen and he was assured that they were listed on the memorial.

20. **Next Meeting.**

Monday 1 June 2015 at the European School of Osteopathy, Boxley ME14 3DA. Councillor requests for agenda items are to be submitted no later than 26 May 2015.

Meeting closed at 9.30 p.m.

Signed as a correct record of the proceedings.

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