

Minutes of the Meeting of the Parish Council held at Weaving Village Hall, The Street, Weaving on Monday 2 March 2015 commencing at 7.30 pm.

Councillors present: Mr Ivor Davies (Chairman), Mr V Davies, Mrs P Brooks, Mr P Dengate, Mr B Hinder, Mrs W Hinder, Mr D Hollands, Mrs K Macklin, Mr G Smith, Mr A Springate, Mr P Sullivan and Mrs M Waller together with the Clerk, Borough Cllr D Butler and two members of the public/press.

1. Apologies and absences.

Cllr Harwood (MBC meeting), Cllr Hinchliffe (holiday) and Cllr Spain (holiday). PCSO Day.

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

There were none.

3. Minutes of the Parish Council Meeting of 26 January 2015.

The minutes of the meeting were, with the addition of the apologies from Cllrs Bob & Wendy Hinder (holiday) and Cllr Hollands (holiday), agreed and **signed** as a correct record.

4. Matters Arising From the Minutes.

4.1 Minute 2721/4.1 Boxley Warren Awards for All application. Clerk to complete work and liaise with Cllr Harwood. **Noted.**

4.2 Minute 2721/4.2 War Memorial leaflet. Permission has been obtained from Mrs Winter-Briggs to use her research on the personal history of the men named on the War Memorial. A final draft of the leaflet will now be prepared and submitted to the parish council for approval. **Action: Clerk/office when time allows.**

4.3 Minute 2722/9 Internet Banking. Setting up of the account is being undertaken by the office with the working group being brought in at the relevant time. **Action: Cllr Ivor Davies, Cllr Vic Davies, Cllr Dengate and the Clerk.**

4.4 Minute 2722/13.2 Boxley Warren/Pilgrims Way. The report on the crash at the gate and the damage to the newly erected posts was **received**. Road surface work and additional signage is planned for this month. The Clerk was requested to obtain an update on the situation. **Action: Clerk.**

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

5. Report from the PCSO and Police Issues.

Report and crime statistics. **Noted and received.**

The meeting was adjourned at 7.40 for a resident to make a positive comment about the newly resited bollards at Old Chatham Road, Sandling. Meeting reconvened at 7.41 pm.

6. Draft Minutes of Recent Committee Meetings.

Noted and received:-

6.1 Environment Committee meeting 26 January 2015.

6.2 Environment Committee meeting 9 February 2015. Item 4.7 Cllr Dengate asked whether a response to the letter to the Department of Transport had been received. The Clerk said that it had and was on the agenda for the meeting on 9 March.

6.3 Estates Committee 10 February 2015.

7. Finance.

7.1 Payments made out of meeting 20.01.15 – 23.02.15. Cllr Dengate enquired about a number of zero entries on the report and these were explained by the Clerk. **Noted.**

7.2 Receipts for the period 20.01.15 – 13.02.15. **Noted.**

7.3 Account balances as at 13.02.15. **Noted.**

7.4 Payment of accounts. **Authorised**

7.5 Members were reminded that they should not sign blank cheques or authorisation

letters, the need to check invoices against cheques and authorisations when signing and that cheques stubs need to be initialled by both signatories. **Noted.**

8. **Public engagement.**

8.1 Cllr Hinchliffe's report was **noted** and the item was deferred to the next meeting to allow Cllr Hinchliffe to present the suggestions. Members asked for some minor adjustments to the draft flyer and a view was presented that, to save the office work, it should be a single generic document and not a modified one for each area.

The small information card was welcomed with a request that it be trimmed to a smaller size to allow it to be kept in a wallet. **Cllr Hinchliffe and the office.**

8.2 Councillor presence at Parish Hall on Thursday 7 May 2015. The idea was generally welcomed. The Clerk was asked to proceed with organising a larger display at Beechen Hall than for previous elections and councillors would be contacted to see if they were available to attend. It was **agreed** that the Walderslade Woodlands Group and Friends of Boxley Warren should also be invited to attend. **Action: Clerk and councillors.**

Some concern was expressed at a suggestion that parish council leaflets might be handed out to persons exiting their councillors' own local polling stations elsewhere. Both the legality and desirability of this was questioned. Cllr Hollands volunteered to check what could or could not be done. **Action: Cllr Hollands.**

9. **Local Council Award (previously called Quality Council) Scheme.**

After lengthy discussion covering the actual tangible benefits of having an award, the possible impact on the council's Power of Competency and the cost, both financial and in office time, of applying.

To allow members to fully debate the issue it was **agreed** that the Clerk will produce a spreadsheet listing all the criteria for Foundation, Quality and Gold standards and showing what is already achieved and what is achievable. **Action: Clerk.**

10. **Consultation on future delivery of Library, Registration and Archive Services in Kent.**

After lengthy discussion on the likely impact of the proposed change Cllr Hollands volunteered to undertake some additional work to produce a briefing report which could be circulated to members for decision out of meeting on whether and how to respond. **Cllr Hollands and the Clerk.**

11. **Policies and Procedures.**

11.1 Procedure for Projects not Managed by the Parish Office. **Agreed**

11.2 Standing Orders, Financial Regulations and Terms of Reference (reviews). Members, having **noted** that these reviews are scheduled for April, **agreed** that members would be expected to read the documents on-line unless they specifically asked for a paper copy. This decision will be revisited next year.

11.3 Equal opportunities statement (review). **Agreed.**

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

Cllr Butler gave a report covering: housing allocation; lack of school places; the success or otherwise of the new Maidstone/Swale/Tunbridge Wells shared services, especially planning; and the forthcoming change to the decision making process at MBC from a cabinet to committee structure.

Cllr Butler was heartily congratulated on his election as Deputy Mayor.

Cllr Wendy Hinder's report on the situation at Old Chatham Road, Sandling was **received.**

To this she added that she had just visited the area and was happy to see that the bollards were being repositioned but remained unhappy about the slow progress in completing the work.

13. **Reports from councillors/office.****Noted and received.**

13.1 KALC Maidstone Area Committee meeting 18 February 2015. Information was requested on the additional powers given PCSOs in some other counties which those in Kent do not have. **Action: office.**

14. **Matters for Decision.**

14.1 Police and Parishes Forum meeting Thursday 21 May: advance notification for diaries. **Noted.**

14.2 Electronic copies of agendas. Councillors were asked to notify the parish office if they wished to receive copies of agendas electronically. **Noted.**

15. **Matters for Information.****Noted and received.**

15.1 New updated NALC website www.nalc.gov.uk has been launched.

15.2 Kent Tree and Pond Partnership courses and update on its work.

15.3 KALC Parish News February 2015 circulated or supplied to members.

15.4 Oast to Coast Magazine of ACRK issue Spring 2015

16. **Next Meeting.**

Monday 13 April 2015 at Kent Scouts Activity Centre, Lower Grange Farm, Grange Lane, Sandling, Maidstone ME14 3DA commencing after the Annual Meeting of the Parish which starts at 7 p.m.

Meeting closed at 9.10 p.m.

Signed as a correct record of the proceedings.

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