

**Minutes of the Meeting of the Parish Council held at Beechen Hall, Wildfell Close,
Walderslade on Monday 25 January 2016 commencing at 7.30 pm.**

Councillors present: Mr I Davies (Chairman), Mrs P Brooks, Mr V Davies, Mr P Dengate, Mr T Harwood, Mr B Hinder, Mr D Hollands and Mr P Sullivan together the Clerk, PCSO Matt Adlington, Ms Y Gordine MBC Parish Liaison Officer, Mrs Clarke and a member of the public/press.

1. Apologies and absences

Cllr Hinchliffe (holiday), Cllr W Hinder (MBC meeting), Cllr Macklin (work commitment), Cllr Spain (previous commitment) and Cllr Waller (previous commitment). Cllr Smith (absent). Borough Councillor Butler (MBC meeting).

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

None submitted.

3. Minutes of the Parish Council Meeting of 7 December 2015

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

4. Matters Arising From the Minutes

4.1 Minute 2807/5.2 Boxley Warren/Pilgrims Way entrance. A request has been sent to the Chairman and Vice Chairman of the Maidstone Joint Transport Board for the entrance design to be included on the next agenda to allow Cllr Bob Hinder to speak.

Noted.

4.2 Honour Boards. Members were informed that two light Oak boards, one to list past Chairman and the other people receiving community awards, would be sourced.

Action: parish office

5. Report from the PCSO and Police Issues

5.1 PCSO Matt Adlington gave a report and crime statistics information. **Received** and **noted**.

5.2 Parking Enforcement. PCSO Matt Adlington's report that Kent PCSOs and Police were not able to issue civil parking tickets was **noted**. Cllr Dengate expressed concern that there was a lack of Police action on dangerous parking.

The meeting adjourned at 7.45 pm to allow a member of the public to ask a question about the bollards on Old Chatham Road. It was explained that they will be replaced by KCC with a permanent deterrent, the parish council has asked to be consulted on the design. Meeting reconvened at 7.46 pm.

6. Co-option to casual vacancy (North Ward).

Mrs Lynn Clarke was welcomed to the meeting and invited to address members on her application to be appointed to the vacancy.

After discussion the Chairman proposed her co-option. **Unanimously agreed**. Cllr Clarke signed her Declaration of Acceptance of Office and joined the meeting.

7. Draft Minutes of Recent Committee Meetings

7.1 Environment Committee meeting 7 December 2015. **Received** and **noted**.

7.2 Environment Committee meeting 14 December 2015. **Received** and **noted**.

7.3 Estates Committee meeting 15 December 2015. **Received** and **noted**.

7.4 Environment Committee meeting 11 January 2016. **Received** and **noted**.

7.5 Finance & General Purposes Committee meeting 12 January 2016, with a typing error identified, **received** and **noted**.

7.6 Environment Committee meeting 18 January 2016. **Received** and **noted**.

8. Finance

8.1 Payments made out of meeting 08.12.15 – 18.01.16.

8.1.1 The Cooperative Bank. **Noted**.

8.1.2 HSBC. **Noted**.

8.2 Receipts for the period 01.12.15 – 18.01.16.

8.2.1 The Cooperative Bank. **Noted.**

8.2.2 HSBC. **Noted.**

8.3 Account balances as at 18.01.16. **Noted.**

8.4 Payment of accounts **Authorised.**

9. **2016/2017 Precept and Budget.**

9.1 The Chairman's report on the budget and the recommendation that reserves are used to allow a nil increase in the precept was **received** and **noted**.

The Chairman proposed seconded by Cllr Brooks that ***"This parish council agrees the 2016/2017 budget and that a precept of £98,481 including local council tax support of £2,062, be set"***. **Unanimously agreed.**

9.2 The Chairman and Clerk signed the relevant paperwork to apply for the precept.

10. **Policies and Procedures**

10.1 2016/17 review calendar. **Received** and **noted**.

11. **Reports from councillors/office**

None submitted.

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

Cllr Harwood gave details of the draft work schedule for Boxley Warren, the plan to install more ponds, and the excellent work, with the support of Friends of Boxley Warren, that has been undertaken. Cllr Bob Hinder identified the urgent need to resolve the issue of the entrance gate. It was suggested that a letter be sent to the KCC Cabinet Member Cllr Matthew Balfour with a copy to Ward Councillor Paul Carter asking for him to intervene and resolve the issue. **Agreed. Action: Clerk.**

13. **Matters for Decision**

13.1 Parish Councillor internal audit. Cllr Clarke volunteered to undertake the audit. **Action: Cllr Clarke and Clerk.**

13.2 Lord Lieutenant of Kent's Civic Service Tuesday 15 March. Cllr Bob Hinder to attend. **Action: Cllr Bob Hinder.**

13.3 Meeting dates for 2016/2017. **Received** and **noted**.

13.4 Changes to the Grove Green Post Office. It was decided that the parish council would advertise the consultation but would not itself comment. **Action: parish office.**

13.5 Community involvement. Members considered the feedback from two residents who considered that the publicity for the 18 January Environment Committee meeting was insufficient. Members received information on the numerous methods used: Downs Mail, agenda on noticeboards, community alerts, website and Facebook. The St John's school newsletter will now also be used where possible. Members discussed the venue and problems hearing questions and various suggestions were made to try to improve the next meeting. **Action: Clerk.**

14. **Correspondence**

14.1 Thank you message from Mrs Vanessa Jones in response to Chairman's congratulations on the award of her BEM. **Noted.**

15. **Matters for Information**

15.1 MBC Parish Liaison Officer. The Chairman welcomed Yasmin Gordine to the meeting and invited her to explain her role. Members asked questions and it was agreed that the Clerk would liaise with Ms Gordine concerning training opportunities, the Section 106 wish list and other issues that the parish council or office identifies. **Action Clerk and parish office.**

15.2 MBC Parish Charter. Adopted in September 2015. **Noted.**

15.3 Change to venue for 8 February 2016 Environment Committee meeting. Now being held at St John's School, Provender Way. **Noted.** Cllr Vic Davies suggested that the venue be changed to Grove Green Community Hall and asked that this be investigated. **Action Clerk.**

16. **Next Meeting**

7 March 2016 at Weaving Village Hall, Weaving Street ME14 5JP commencing at 7.30 pm.

Meeting closed at 9.18 p.m.

Signed as a correct record of the proceedings.

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