

Minutes of the Meeting of the Parish Council held at the European School of Osteopathy, Boxley, on Monday 5 September 2016 commencing at 7.30pm.

Councillors present: Mr V Davies (Chairman), Mrs P Brooks, Mrs L Clarke, Mr I Davies, Mr P Dengate, Mr T Harwood, Mr D Hollands, Mrs K Macklin, Mr R Martins and Mrs M Waller together with the Clerk Mrs P Bowdery, Borough Cllr D Butler, PCSO Adlington and 5 members of the public/press.

1. Apologies and absences

Cllr B Hinder (Holiday), Cllr W Hinder (holiday), Cllr S Martins (work commitment), Cllr Radcliffe-Godfrey (work commitment) and Cllr P Sullivan (holiday).

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

Item 9 Cllr Ivor Davies notified members that he was a member of the Walderslade Woodlands Group.

3. Minutes of the Parish Council Meeting 4 July 2016

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

4. Matters Arising From the Minutes

4.1 Minute 2889/4.1 Boxley Warren/Pilgrims Way entrances. The issuing of a section 59 ticket to an off road biker caught in Boxley Warren was noted. Members agreed that this item would now be removed from the agenda with reports going to the Environment Committee. **Action: Environment Committee.**

4.2 Minute 2889/4.2 Sandling entrance. KCC has confirmed that the options for changes to the current bollards is being investigated.

4.3 Minute 2889/4.3 Parish Tour. The tour on Saturday 1st October has been cancelled and a new date will be sought. **Noted. Action: Office and councillors.**

4.4 Minute 2889/4.4 Parish Councillor Allowances. Response awaited from Helen Whatley MP who has written to a minister. The Clerk was asked to request an update on the situation. **Action: Clerk.**

4.5 Minute 2889/4.5 Leaking manhole Boarley Lane. Cllr Waller notified members that the manhole cover was currently dry. It was agreed to remove the item from the agenda and Cllr Waller was asked to liaise directly with the office. **Action: Clerk and Cllr Waller.**

4.6 Any other matters arising from the minutes which are not on the agenda. None.

5 Report from the PCSO and Police Issues

PCSO Adlington gave a brief summary of recent crime statistics which will be forwarded on to members. His report identified that the area was still experiencing some problems with break ins through unlocked PVC doors. There had been some minor youth issues in Grove Green and he had issued some Section 59's to off road bikers in the Bredhurst area. PCSO Adlington was unable to say why there had recently been a lot of Police activity in Lords Wood but he would attempt to find out.

The meeting was adjourned at 7.40 pm to allow two members of the public to raise the issue of commuter car parking in Grovewood Drive South and Provender Way which was causing health and safety issues. The residents were encouraged to keep a log of the problems experienced as the issue was being investigated by the Environment Committee. Cllr Harwood notified the meeting that his Borough Ward was also experiencing problems and yellow lines with one hour restrictions were gradually being introduced to stop the parking. The meeting reconvened at 7.45 pm. **Action: Environment Committee.**

6 Draft Minutes of Recent Committee Meetings Received and noted.

6.1 Environment Committee meeting 4 July 2016.

6.2 Environment Committee meeting 11 July 2016.

6.3 Finance and General Purposes Committee meeting 19 July 2016.

6.5 Estates Committee meeting 9 August 2016.

- 6.6 Finance and General Purposes Committee meeting 15 August 2016. The Chairman asked that a vote of thanks be made to the Assistant Clerk and Cllr Dengate for their hard work on the village hall extension project. **Agreed.** The Chairman requested that an item to discuss the committee room and hall is included on the next agenda. **Action: Office.**

7 Finance

- 7.1 Payments made out of meeting 28.06 - 29.08.2016. **Received** and **noted.** Cllr Ivor Davies raised concern over the cost of the additional Downs Mail pages for the Chairman's Annual Report.
- 7.2 Receipts for the period 28.06 - 29.08.2016. **Received** and **noted.**
- 7.3 Account balances. The HSBC account date of reconciliation should read 01.08.2016 and not 01.06.2016. **Received** and **noted.**
- 7.4 No accounts for payment were submitted.
- 7.5 Draft budget 2017/2018. Councillors are reminded that they should notify the parish office of any projects that they wish to have considered for the budget. **Action: All councillors.**

8 Policies and Procedures

- 8.1 Land & Building Purchase Policy (Review). **Approved.**
- 8.2 Code of Practice for Handling Complaints against the Parish Council (Review). **Approved.**
- 8.3 Draft minutes on website policy and Dispensations policy. An internal review of these documents was undertaken and the Clerk considers that they are still fit for purpose. **Noted.**

9. Walderslade Woods standing water/ponds

- 9.1 Rob Burrows, Chairman of Walderslade Woodlands Group explained the plans to install a woodland pond on lane in the woodland adjacent to the subway on Cossington Valley. Members **received** and **noted** the report and plan and Cllr Harwood notified members that he had supplied the group with information on the various types of ponds and he asked that the plan be supported. It was **agreed** that the parish council would support the project and will receive updates from the group as the project progressed. An additional grasslands pond for one of the flat areas was also being considered.

10. Civic Regalia

After discussion on the various options and whether there was a need, Cllr Macklin proposed seconded by Cllr Hollands that **there is further investigation on the badge of office, cost £798.70. Agreed** (5 for, 4 against and 1 abstention). Cllr Harwood suggested that any cloth collar should be dark green. **Action: Clerk.**

Individual lapel badges. After discussion Cllr Clarke proposed that the current identity name badges were adequate and members **agreed.**

11. Reports from councillors/office

- 11.1 ESO graduation Cllr Macklin's verbal report was **received** and **noted.**
- 11.2 Allotment report Cllr Bob Hinder's report was **received** and **noted.** Mrs Spain's thanks for the event were **received.**

12. Reports from Borough and County Councillors

Cllr Butler expressed his thanks for being invited to the Allotments event, which he had enjoyed. He briefly spoke about the upcoming Local Plan Public Inquiry, the increased flytipping being experienced in the Borough and his concern about the lack of funding for some charities. The Chairman thanked him for attending the allotments event.

13. Matters for Decision

- 13.1 Training. KALC events. Cllr Ivor Davies asked to be booked into the Annual Finance Conference on 18 October 2016. **Action: Office and Cllr Davies.** Other councillors interested in any of the training events were asked to contact the parish office. **Action: Councillors.**

13.2 Festival of Weaving Fruit Saturday 15 October at 2pm. Members **received** and **noted** the information and the office will liaise further about attending. Cllr Macklin offered to run a parish council stall at the event. **Action: Office and Councillors.**

14. **Correspondence**

14.1 Thank you letter from Weaving Village Hall for the grant towards the purchase of a defibrillator.

14.2 Thank you from Friends of Boxley Church. £870 was raised from their garden party, the parish council gives a grant towards the cost of their annual public liability insurance.

15. **Matters for Information**

15.1 Allotments Magazine.

15.2 Kent Wildlife Trust Summer 2016

15.3 Medway NHW magazine Summer 2016 issue

15.4 Cllr Macklin notified members that she had met two community minded residents who regularly litter pick on Wildfell Close and she asked that a thank you be placed on the website. **Action: Office.**

16. **Next Meeting**

3 October 2016 at the St John's School, Provender Way, Grove Green ME14 5TZ commencing at 7.30pm.

In view of the confidential nature (personal details) of the item to be transacted, the public and press were excluded from the meeting.

17. **Civic Recognition Recommendations**

The Chairman suggested a resident who he felt deserved recognition in the Honours List. Members **agreed** and it was also suggested that the person named should be put forward for the KALC Community Award. **Action: Clerk and Cllr Vic Davies.**

Meeting closed at 8.30 p.m.

Signed as a correct record of the proceedings.

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