

**Minutes of the Meeting of the Parish Council held at the European School of Osteopathy, Boxley Village on Monday 6 June 2016 commencing at 7.30pm.**

Councillors present: Mr B Hinder (Chairman), Mrs L Clarke, Mr I Davies, Mr V Davies, Mr P Dengate, Mrs W Hinder, Mr R Martins (after item 3), Mrs S Martins (after item 3), Mr P Sullivan and Mrs M Waller together with the Clerk Mrs P Bowdery, Borough Cllr D Butler, PCSO Matt Adlington and a member of the press.

**1. Apologies and absences**

Cllr Brooks (convalescing), Cllr Harwood (work commitment), Cllr Hollands (unwell), Cllr Macklin (convalescing) and Cllr Radcliffe-Godfrey (family commitment). County Councillor Paul Carter.

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

None received.

**3. Co-option to Parish Council Vacancy (2 vacancies South Ward)**

3.1 The two candidates for the two vacancies Mrs S Martins and Mr R Martins were invited to address the meeting.

Mrs S Martins's co-option to the council was **agreed unanimously**.

Mr R Martin's co-option to the council was **agreed unanimously**.

3.2 The declaration of acceptance of office was signed by Cllr Rob Martins and Cllr Sue Martins who then joined the meeting.

3.3 Cllr Rob Martins was appointed to the Environment and Estates Committees. Cllr Sue Martins was appointed to the F&GP Committee.

**4. Minutes of the Parish Council Meeting 9 May 2016**

The minutes of the meeting were **agreed** and **signed** as a correct record. *Postscript: After the meeting it was realised that Cllr Radcliffe-Godfrey's name was missing from the attendance list and the minutes, with the approval of the council, were amended to include his name.*

**5. Matters Arising From the Minutes**

5.1 Minute 2866/12.1 Boxley Warren/Pilgrims Way entrances. An update on recent nuisance vehicles was **received** and **noted**.

5.2 Minute 2866/12.1 Old Chalk, New Downs The bid parameters agreed with the HLF are £1.2 million and a bid has been submitted. **Noted**.

5.3 Minute 2866/12.2 Walderslade Woodlands: KCC Licence to work. This has been signed and returned to KCC. **Noted**.

5.4 Minute 2866 Sandling entrance. Liaison between the resident and relevant members and officers is being arranged. **Noted**. The Clerk was asked to contact the KCC Officer to request an update. **Action: Clerk**.

5.5 Minute 2866 Boxley Village entrance. Cllr Clarke was collating responses for a report. Matter deferred to Environment Committee. **Action: office, Cllr Clarke and Environment Committee**.

5.6 Minute 2868/21.1 KCC and Maidstone Gateway. The report on the replies to the consultation was **received** and **noted**.

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

**6 Report from the PCSO and Police Issues**

PCSO Adlington's report and the crime statistics were **noted and received**.

As no members of the public were present the meeting was not adjourned.

**7 Draft Minutes of Recent Committee Meetings**

7.1 Environment Committee meeting 9 May 2016. **Received** and **noted**.

7.2 Environment Committee meeting 16 May 2016. **Received** and **noted**.

7.3 FG&P Committee meeting 17 May 2016. **Received** and **noted**.

## 8 Annual Return For The Year Ended 31 March 2016

- 8.1 Section 1. The RFO signed the Annual Governance Statement.
- 8.2 Section 1. The recommendation of the RFO and the F&GP Committee that approval be given to signing the return was **received** and **noted**. The Parish Council **authorised** the Chairman to sign the Annual Governance Statement.
- 8.3 Section 2. Accounting Statement. The Chairman signed the statement.

## 9 Finance

- 9.1 Payments made out of meeting 03.05.16 -31.05.16. **Received** and **noted**. Members asked for some clarification on two payments, Imprest account 69 and a KCC invoice, and it was **agreed** that details would be sent on in an e-mail. **Action: Clerk**. An error in a transaction detail description relating to payment of an electricity bill, shown as Gas Bill No 1, was highlighted. **Action: Office**.
- 9.2 Receipts for the period 01.05.16 – 31.05.16. **Received** and **noted**.
- 9.3 Account balances. **Noted**.
- 9.4 Authorised payment of accounts.

## 10 Policies and Procedures

- 10.1 Parish Council allowances. **Received** and **noted**, the Clerk's recommendation that the Parish Councillor Allowance payment be increased by the 1% allowed for in the budget. Proposed from the chair and **agreed** (Chairman abstaining). After a brief discussion the Chairman was asked to write to KALC to clarify why co-opted members could not receive the allowance and why the Government had refused to amend the legislation. **Action: office, Clerk and Cllr Bob Hinder**.
- 10.2 Lobbying and Predetermination. **Approved** as still fit for purpose.

## 11. Weaving Orchard Park Run

As Cllr Macklin was not present it was agreed that the item be deferred to the next meeting. **Action: Office**.

## 12. Reports from councillors/office

- 12.1 Maidstone's Civic and Freedom Parade and Civic Service Saturday 21 May. Cllr Vic Davies informed members that it had been a very enjoyable day and he and his wife had been delighted to attend Cllr Butler's special day.
- 12.2 Kent Wildlife Trust Tuesday May 24<sup>th</sup> The Chairman reported that he had attended a press conference about the kestrel box and the 5 chicks. The Clerk notified members that she was obtaining quotes for the parish council's kestrel boxes to be installed at Weaving Diamond Jubilee Orchard and Dove Hill Allotments, it may not however be possible to have one installed at Beechen Hall. The Clerk would update the Estates Committee. **Action: Clerk**.

## 13. Reports from Borough and County Councillors

County Councillor Paul Carter's annual report, including details of a reduction in his devolved highway budget, was **received** and **noted**.

Cllr Butler received complaints about the MBC website having poor information about the proposed gyratory works in Maidstone town centre, he will pass the complaints on. Cllr Butler notified members that he would like to host a reception for his ward at the Town Hall. Members expressed pleasure at the idea and Cllr Butler will liaise with the Clerk about suitable dates. **Action: Cllr Butler and the Clerk**.

Cllr Wendy Hinder notified members that she was still dealing with MBC about litter, flytipping and a blocked PRow. It was agreed that the parish council would write a letter to KCC requesting that the blocked PRow at Grove Green be reopened immediately. **Action: Clerk**.

## 14. Matters for Decision

- 14.1 Parish tour. The Clerk was asked to circulate some dates for members to consider, also to arrange a lunch stop and if possible a visit to the Dove Hill Allotments. **Action: Clerk**.
- 14.2 Financial regulations. Members were notified of some minor adjustments to the wording of the Financial Regulations. Cllr Ivor Davies, Chairman of the F&GP

Committee, recommended that any reference to BACs is amended to read electronic banking. **Approved. Action: Clerk.**

14.3 Maidstone Local Plan. The Maidstone KALC letter concerning the: programmed examination of the Local Plan; the need for a parish to notify the Program Officer that it wished to speak at the inquiry; and whether the parish council would contribute towards or itself obtain professional help was **received** and **noted**. After discussion members decided:

- The parish council representatives, Cllr Ivor Davies and Cllr Bob Hinder, would attend the Maidstone KALC meeting and were authorised to speak and vote on behalf of the council. **Action: Cllr Ivor Davies and Cllr Bob Hinder.**
- The parish council and/or Environment Committee would decide whether it wishes to offer a witness to attend to speak on the topics identified by Maidstone KALC. The matter was deferred to the Environment Committee. **Action: Environment Committee.**
- The parish council would, in principle, contribute to the cost of instructing a professional to act on behalf of Maidstone KALC, proposed by Cllr Wendy Hinder seconded by Cllr Dengate and **agreed unanimously.**
- The parish council should consider employing a professional to represent it at the examination, proposed by Cllr Dengate seconded by Cllr Rob Martins and **agreed unanimously.** Bredhurst Parish Council to be approached to see if it was considering employing someone and perhaps to share the costs. **Action: Clerk.**
- The program officer to be notified that the parish council wished to speak on specific issues related to Boxley Parish Council. **Action: Clerk.**

14.4 Sarsen Stones Walderslade Woods. The Clerk notified members of a request to protect the stones within a set of railings. After consideration of the location and the response from the Chairman of the Walderslade Woodlands Volunteer Group it was decided **no further action.**

#### 15. **Correspondence**

None received.

#### 16. **Matters for Information**

- 16.1 Weaving Diamond Jubilee Orchard project. Members received information on the grant and project planned for the orchard. **Noted.**
- 16.2 An updated version of the Members Handbook was available from the parish office. **Noted.**

#### 17. **Next Meeting**

4 July 2016 at the Weaving Village Hall, The Street, Weaving commencing at 7.30pm.

Meeting closed at 9.06 p.m.

Signed as a correct record of the proceedings.

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