

Minutes of the Meeting of the Parish Council held at the European School of Osteopathy, Boxley Village on Monday 7 November 2016 commencing at 7.30pm.

Councillors present: Mr B Hinder (Chairman), Mr I Davies, Mr V Davies, Mr P Dengate, Mrs W Hinder, Mr D Hollands, Mrs K Macklin, Mr R Martins, Mrs S Martins, Mr P Sullivan and Mrs M Waller together with the Clerk Mrs P Bowdery, Borough Cllr D Butler and 2 members of the public/press.

1. Apologies and absences

Cllr Brooks (unwell), Cllr Clarke (convalescing), Cllr Harwood (work commitment) and Cllr Radcliffe-Godfrey (unwell). County Councillor Carter and PCSO Adlington.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

There were none.

3. Minutes of the Parish Council Meeting 3 October 2016

The minutes of the meeting were, with a spelling amendment, **agreed** and **signed** as a correct record.

4. Matters Arising From the Minutes

4.1 Minute 2916/4.1 Sandling entrance. The results of the KCC investigation into the options is awaited. This project now appears on the Maidstone JTB Works Programme list as being investigated. **Noted.**

4.2 Minute 2916/4.3 Parish Councillor Allowances. Helen Whatley MP response from the Minister of Local Government was read to members. The legislation which stops co-opted members from receiving a parish councillor allowance will not be amended. **Action: copies to be supplied to co-opted members.**

4.3 Any other matters arising from the minutes which are not on the agenda. Cllr Ivor Davies asked for an update on the Sorbus Domestica tree. Clerk reported that she was waiting for a quote from a company.

5. Report from the PCSO and Police Issues

5.1 Crime statistics. **Received and noted.**

5.2 Body cam. The parish council was thanked for their kind offer but the Police would be unable to accept it sponsoring a body camera for the PCSO. The Police were attempting to find and issue one to PCSO Adlington.

The meeting adjourned at 7.49 for a resident to notify members that the road directional arrows on Chatham Road, Sandling were still visible and pointing the wrong way in the one-way part of the road. Parish office to contact KCC. Meeting reconvened at 7.50 pm.

**6. Draft Minutes of Recent Committee Meetings
Received and noted.**

6.1 Environment Committee meeting 3 October 2016.

6.2 Environment Committee meeting 10 October 2016. A spelling error was highlighted.

6.3 Estates Committee meeting 11 October 2016.

7 Finance

7.1 Payments made out of meeting 27.09.2016 – 31.10.2016. **Received and noted.** A possible double entry on the Poppy Wreath was highlighted. Clerk to investigate and report back to members via e-mail. **Action: Clerk.**

7.2 Receipts for the period 27.09.2016 – 31.10.2016 **Received and noted.**

7.3 Account balances 31.10.2016. **Received and noted.**

7.4 Payment of accounts. **Authorised.**

8 Policies and Procedures

8.1 Community Engagement Strategy. **Approved.**

8.2 The Clerk, having undertaken a housekeeping review of the Freedom of Information and Records Management Policies reports that they are, with some minor refreshing still fit for purpose. **Noted.**

9 **Civic Regalia**

The cost for a badge of office and collar (£325) was **noted**. Members approved the suggestion that Chairman and Vice Chairman bars be purchased. Cllr Macklin proposed, seconded by Cllr Hollands, that the badge plus 2 bars be purchased. Cllr Dengate proposed an amendment that £400 be identified as an expenditure limit, if more than this the issue to be returned to members. Cllr Rob Martins seconded and this was **agreed** (8 for, 2 against and 1 abstention). An amended resolution was placed before members that **A badge of office, collar, a Chairman bar and a Vice Chairman bar to be purchased. A budget of £400 was identified. Agreed** (9 for, 2 abstentions). **Action: office.**

10 **Beechen Hall Extension**

The Chairman thanked Cllr Vic Davies for his report on the benefits of having an extension to the hall. Clarification on possible cost, in the region of £90,000 - £110,000, was supplied and was followed by a discussion covering the need for architect plans, appointment of a project manager and issues relating to finance and Public Works Loans. Cllr Macklin proposed **that the parish council enlarge and update the small meeting room, make it soundproof, create an external airgap and replace the main doors.** Cllr Dengate seconded **agreed** (9 for, 1 against and 1 abstention). The Estates Committee to set up a Working Group and manage the project. **Action: Estates Committee.**

11 **Draft Budget 2017/2018**

Councillors were reminded that they should notify the parish office of any projects that they wish to have considered for the budget. **Noted.**

12 **Community Litter Picks**

The office is to contact volunteer groups and known litter pickers and invite them to attend the Clean Sweep Volunteers' Thank You Lunch. **Action: Clerk.** Members asked for a notice to be placed on noticeboards encouraging volunteer litter pickers to make themselves known to the office so support can be offered. **Action: office.**

13 **Consultations**

Consultation on Proposed Changes to the Admissions Arrangements of Tunbury Primary School. After discussion members **agreed** to support the creation of two priority intake areas. **Action: office.**

14 **Reports from councillors/office**

There were none.

15 **Reports from Borough and County Councillors**

Cllr Butler thanked the council for inviting him to the open day at the orchard and he reminded members of the Maidstone Town Remembrance Day Parade and Service. Cllr Hinder thanked Cllr Butler for the reception at the Town Hall. She notified members that funding for the refurbishment of the cycle route at Chatham Road had been secured but there was no funding available for the lower part of the road or for redesigning the bollarded area. The drains at The Street in Boxley and Cossington Lane had still not been cleared and the Environment Committee was taking this up with KCC. She had also made a complaint about the poor condition of the resurfacing along Boxley Road/Beechen Bank Road.

16 **Matters for Decision**

16.1 Annual Competency Reviews. Members agreed that annual reviews were no longer required instead the Clerk will liaise with the relevant Chairman should an issue arise.

16.2 Dog Waste Bin consultation. No information had yet been received from MBC. The Clerk to circulate to councillors MBC's proposal so that if necessary a decision could be taken out of meeting. Cllr Ivor Davies raised concern about the proposed 2-week consultation period and requested that this be raised with MBC. **Action: Clerk.**

16.3 Red Telephone Box, Boxley Village. As Cllr Clarke was not present the issue to be deferred to the next meeting. **Action: PC agenda.**

17 **Correspondence**

The Chairman notified members that he had taken up the issue of MBC requiring the parish council to pay for pre-application advice on whether the erection of kestrel boxes on telegraph poles required planning permission. Members expressed frustration at the bureaucracy.

18 **Matters for Information**

18.1 CPRE Kent Voice Autumn/Winter 2016 issue.

18.2 Maidstone Budget Roadshow and consultation.

19. **Next Meeting**

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

Meeting closed at 8.49 p.m.

Signed as a correct record of the proceedings.

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