

**Minutes of the Meeting of the Parish Council held at Beechen Hall, Wildfell Close,
Walderslade on Monday 9 May 2016 commencing at 7.45pm.**

Councillors present: Mr I Davies (Chairman until item 4), Mr B Hinder (Chairman after item 4), Mrs L Clarke (after item 6), Mr V Davies, Mr P Dengate, Mr T Harwood, Mrs W Hinder, Mr D Hollands, Mrs K Macklin, Mr P Sullivan and Mrs M Waller together with the Clerk Mrs P Bowdery, Assistant Clerk Mrs M Fooks, Parish Clerical Officer Mrs A Candy, Borough Cllr D Butler, PCSO Matt Adlington and five members of the public/press.

1. Apologies and absences

Cllr Brooks (convalescing).

2. Declaration of Acceptance of Office

Members completed their declarations of Acceptance of Office. It was agreed that Cllr Brooks Declaration of Acceptance of Office could be signed by the 6 June meeting. **Action: Cllr Brooks and Clerk.**

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

None submitted.

4. Election of Chairman.

Cllr Macklin nominated, with Cllr Wendy Hinder seconding – **Cllr Bob Hinder**. There being no other nominations this was **agreed**. The Chairman signed his Declaration of Acceptance of Office and thanked Cllr Ivor Davies for his hard work and dedication as Chairman.

5. Election of Vice-Chairman

Cllr Wendy Hinder nominated, with Cllr Waller seconding – **Cllr Vic Davies**. Cllr Davies agreed to be nominated on the understanding that he would not be able to attend the Environment Committee meetings. There being no other nominations this was **agreed unanimously**.

6. Co-option to Parish Council Vacancy

The Chairman nominated Mrs Clarke for co-option to the parish council. **Agreed unanimously**.

7. To Appoint Committees, Committee Chairmen and Vice-Chairmen

Committees their Chairmen and Vice-Chairmen were appointed.

7.1 & 7.2 Environment Committee

Cllr L Clarke
Cllr I Davies
Cllr P Dengate (Vice-chair)
Cllr B Hinder
Cllr W Hinder (Chair)
Cllr D Hollands
Cllr M Radcliffe-Godfrey

7.3 & 7.4 Estates Committee

Cllr L Clarke
Cllr I Davies (Vice-chair)
Cllr V Davies (Chair)
Cllr P Dengate
Cllr B Hinder
Cllr M Radcliffe-Godfrey
Cllr P Sullivan

7.5 & 7.6 Finance and General Purposes Committee (F&GP Committee)

Cllr L Clarke (Vice-chair)
Cllr I Davies (Chair)
Cllr V Davies
Cllr P Dengate
Cllr B Hinder
Cllr W Hinder
Cllr M Radcliffe-Godfrey

Item 13 was taken at this point in the agenda.

8. To Appoint Representatives to External Bodies

Grove Green Community Association	Cllr Vic Davies
Kent Association of Local Councils	Cllr Ivor Davies, Cllr Bob Hinder and Cllr Wendy Hinder (reserve)
Action with Communities in Rural Kent (ACRK)	Cllr Ivor Davies
Sandling Village Hall (2 Trustees)	Cllr Maureen Waller and Cllr Dennis Hollands
Vinters Valley Nature Reserve (Trustee)	Cllr Vic Davies
Boxley Warren LNR	Cllr Tony Harwood
Mid Kent Steering Group	Cllr Bob Hinder
Parish/Police Liaison meetings	Cllr Kaz Macklin

9. Inspection of Deeds and Trust Documents

Noted that the originals are stored at the council's solicitors (Whiteheads Monckton's) with the parish office retaining copies.

10. General Power of Competence

The Chairman proposed and it was **agreed unanimously** that "**Boxley Parish Council, having met the criteria (Localism Act 2010 s8) of having a qualified Clerk and two thirds of its 15 Councillors elected at the May 2016 elections, adopts The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.**"

11. Minutes of the Parish Council Meeting 4 April 2016

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

12. Matters Arising From the Minutes

- 12.1 Minute 2855/4.1 Boxley Warren/Pilgrims Way entrances. Cllr Harwood reported that KCC and the PRoW office were planning additional work to secure the entrances and it was hoped that things would soon radically improve. After discussion on a recent lottery project, Old Chalk New Downs, the Clerk was asked to obtain details of the lottery funding. **Action: Clerk.**
- 12.2 Minute 2855/4.3 Walderslade Woodlands: KCC Licence to work. The Clerk informed members that the amended document had been received and would be presented to the chairman to sign. **Action: Cllr B Hinder and Clerk.**
- 12.3 Minute 2856 Weaving Orchard Park Run. Office to investigate and submit possibilities and opportunities to the council. **Action: Office report to be submitted to June meeting.**
- 12.4 Any other matters arising from the minutes which are not on the agenda. None.

13 Report from the PCSO and Police Issues

PCSO Adlington's report and the crime statistics were **noted and received**. The increase in nuisance vehicles calls was **noted** and PCSO Adlington informed members that he felt that this was due to residents being encouraged to contact the Police rather than more vehicles. A spike in recent burglaries was generally the result of residents not properly securing pvc doors. It was **agreed** that an article would be placed in the next Downs Mail. **Action: PCSO Adlington and the Clerk.**

The meeting was adjourned at 8.28 pm to allow a member of the public to comment on damaged bollards by the footbridge on the A229. It was **noted** that this had been reported by the parish office. The resident notified members that the Sandling Residents Association had folded but had funds that it wished to spend on beautifying the entrance to the village. It was **agreed** that Borough Councillors and Clerk would liaise with the resident so that there could be contact with KCC Highways about the suggestions. **Action: Cllr Wendy Hinder, Cllr Butler and the Clerk.** A proposed village entrance had not been progressed at Boxley Village and after discussion it was agreed that Cllr Clarke would liaise with local residents about what they wished to see. **Action: Cllr Clarke.** Meeting reconvened at 8.28 pm.

14 **Draft Minutes of Recent Committee Meetings**

- 14.1 Environment Committee meeting Monday 4th April 2016. **Received** and **noted**.
- 14.2 Environment Committee meeting Monday 11th April 2016. **Received** and **noted**.
- 14.3 Estates Committee meeting Tuesday 12 April 2016. With a minor change to item 5.1, water board changed to water company, **received** and **noted**.
- 14.4 Finance and General Purposes Committee meeting Tuesday 12 April 2016. **Received** and **noted**.

15 **Finance**

- 15.1 Payments made out of meeting 30.03– 30.04.16. **Received** and **noted**.
- 15.2 Receipts for the period 30.03 – 30.04.16. **Received** and **noted**.
- 15.2 Account balances. **Noted**.
- 15.3 Payment of accounts. None submitted.
- 15.4 The Chairman proposed resolutions to update banking mandates for Unity Trust Bank. **Unanimously agreed**.

It is resolved that:

- 1. The amendments to the Mandate for the operation of the bank account, payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures and the Mandate.**
- 2. The Bank is entitled to rely upon the amended Mandate until it receives a later Mandate amending it:**
- 3. The Bank will be notified in writing of any changes to the organisation as per items and conditions of the account.**

It is resolved that new parish councillors (elected or co-opted) are mandated to undertake authorisations of payments via internet banking with the access level of VA (view and authorise).

THIRD resolution as required by the bank.

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- 1. The amendments to the Mandate for the operation of the bank account, payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures and the Mandate.**
- 2. The Bank is entitled to rely upon the amended Mandate until it receives a later Mandate amending it, and the Bank is entitled to rely on instructions given by any person named in Section 3 and may disclose any information relating to the account to any such person;**
- 3. The Bank is under no duty to make enquiries before acting on the instruction of any person named in Section 3;**
- 4. The Bank will be notified in writing of any changes to the organisation as per items and conditions of the account.**

16 **Policies and Procedures**

- 16.1 Travel and Subsistence Allowances. The Chairman proposed that the policy be changed to include
Councillors not receiving a parish councillor allowance may claim car mileage to attend meetings of the parish council and meetings of its committees or if they are asked to attend the office to undertake council business e.g. authorising payments, internal audit etc. are allowed to claim mileage.
 Car mileage to remain at 45p per mile. **Agreed**.
- 16.2 Code of Conduct complaints. **Approved** as still fit for purpose.

17. **Reports from councillors/office**

- 17.1 'Your Army' presentation, Kent Event Centre, 28 April 2016. Report by Cllr Ivor Davies **received** and **noted**.

17.2 Grove Green Cubs Clean for the Queen litter pick. Cllr Vic Davies notified members of a recent litter pick in the Grove Green area. After discussion it was **agreed** that the Chairman would use some of his civic allowance to make a donation towards the small tea party that as being arranged for the cubs.

Action: Chairman.

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

Cllr Wendy Hinder gave a report on her recent work to solve the flytipping and litter problems that were being experienced in the parish but especially in the North Ward which only had scheduled litter picks every 12 weeks. She was suggesting having posters put up and members agreed this would help. It was suggested that signs included details of the cost of that litter pick. The issue was deferred to the Environment Committee for consideration and it was noted that an article was due to appear in the next Downs Mail page. **Action: parish office and Environment Committee.**

Cllr Butler notified members that after the elections there was still no overall control in Maidstone Borough Council and with five political groups it was expected that meetings would take much longer. MBC had also passed the Regulation 19 part of the Local Plan and the next stage would be the Public Inquiry.

19. **Matters for Decision**

19.1 Maidstone's Civic and Freedom Parade and Civic Service Saturday 21 May. Cllr Vic Davies to attend. **Action: Cllr Vic Davies and office.**

19.2 ESO Graduation All Saints Church Maidstone Friday 8th July 2016 at 1pm. Cllr Macklin to attend. **Action: Cllr Macklin and office.**

20. **Correspondence**

None received.

21. **Matters for Information**

21.1 KCC and Maidstone Gateway (e-mail 11.04.206) KCC will be relocating its services to other KCC properties with the work completed by October 2016. Members asked for details of the actual response received to the consultation. **Action: Office.**

22.2 KALC Parish News (circulated to members).

22.3 Wild Kent. KWT Spring 2016 magazine.

22.4 CPRE Countryside Voice Spring 2016 magazine.

22.5 Medway Neighbourhood Watch Spring 2016 magazine.

22. **Next Meeting**

6 June 2016 at the European School of Osteopathy, Boxley House, Boxley Village, ME14 3DZ.

Meeting closed at 9.02 p.m.

Signed as a correct record of the proceedings.

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