

**Minutes of the Meeting of the Parish Council at St John's School, Provender Way, Grove Green ME14 5TZ on Monday 2 December 2019 commencing at 7.30 pm.**

Present: Mr B Hinder (Chairman), Mrs A Brindle (arrived at item 11 ), Mr Ivor Davies, Mr V Davies, Mr P Dengate, Mr G Hayday, Mr T Harwood, Mrs W Hinder, Mr D Hollands, Mrs P Huntingford, Mrs K Macklin, Mr P Sullivan and Mr J Willmott together with the Assistant Clerk Mrs M Fooks and two members of the public/press.

**1. Apologies and absences**

Cllrs J Constable, L Clarke.

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

**3. Chairman's Announcements**

The Chairman wished everyone a Merry Christmas. He confirmed he had signed the lease for Franklin Drive and was looking at the lease for land at Wildfell Close.

**4. Minutes of the Parish Council Meeting 4 November 2019**

The minutes of the meeting were **agreed** and **signed** as a correct record with the following amendment:

Item 8.2. 4.1 Minute 3259 1 & 2 insert credit after 'A'. 2 could instead of would.

**5. Matters Arising from the Minutes**

5.1 Minute 3325/5.1 Weaving Heath, Wents and Five Acre Woods and Grove Green Wood Village Green Status. Noted the postponed meeting of the Policy and Resources Committee is now January 2020. The Chairman confirmed he was in contact with FoWH (Friends of Weaving Heath) with regards to attending the meeting to support the application. He also asked that a reminder is sent via community alert to encourage as much support from the local community to also attend the meeting. **Action office.**

5.2 Minute 3325/7.1 Residents request for a meeting regarding antisocial behaviour in Weaving/Grove Green. The Community Safety Team at MBC have confirmed they would be happy to get together along with other agencies. The office to arrange a meeting second or third week in January. **Action office.**

5.3 Minute 3326/Item 13 Franklin Drive Play Area. **Noted** the lease has now been signed and the office is arranging for the new play equipment and signs to be installed. **Action office.**

**6. Any other matters arising from the minutes which are not on the agenda.**

None

**7. Crime Report and Police Issues**

Crime report November 2019. **Received** and **noted**

Cllr Vic Davies confirmed that one of the burglaries listed was at Vinters Valley Nature Reserve.

**Adjournment to enable members of the public to address the meeting.**

**8. Draft Minutes of Recent Committee Meetings**

8.1 Environment Committee 11 November 2019. **Received** and **noted.**

8.2 Finance & General Purposes Committee 18 November 2019. **Received** and **noted**

8.3 To consider how members wish to receive minutes. After considering the two proposals in front of them members declined both proposals. Cllr Dengate then proposed that draft minutes of committees be included in the agenda of that committee meeting. Once these are signed off, they are circulated to all parish councilors. The parish council will only approve its own draft minutes. However, if Councillors wish to challenge any other committee's minutes they can do so at full council meeting as these will be listed as 'previously circulated'. Cllr Wendy Hinder seconded the motion with all in favour. Cllr Ivor Davies asked for this to be reviewed after 4 months. **Action office.**

## 9. Finance

- 9.1 Payments made out of meeting 28.10.19 – 22.11.19. **Received** and **noted**.
- 9.2 Receipts for the period 28.10.19 – 22.11.19. **Received** and **noted**.
- 9.3 Account balances. **Received** and **noted**.
- 9.4 To make a decision on the recommendations of the Finance & General Purposes Committee. Following a meeting of the Long Term Investment Working Group Cllr Ivor Davies proposed that:
1. Bank Accounts with less than an 'A' credit rating be kept to a maximum of £85,000
  2. Bank Accounts with an 'A' credit rating or above have their limits raised to £120,000 to maximise interest received (some of BPC's bank accounts earn no interest).
- Cllr Dengate seconded the motion with all councillors in favour. **Action Clerk/RFO.**

## 10. Policies and Procedures

- 10.1 A Whole Council Risk Assessment has been designed to satisfy the Annual Audit and will be reviewed annually. Cllr Dengate clarified for members that anything that appears in bold is an aspiration and is not being carried out at the moment. The Assistant Clerk confirmed that individual committees will still be responsible for reviewing their policies and procedures. It was proposed by the Chair and seconded by Cllr Vic Davies with all in favour to adopt the Risk Assessment. **Action office.**

## 11. Sale of Wildfell Close Land

- 11.1 Draft CIO  
Members **received** and **noted** the draft CIO. The following was agreed;
- It was proposed by Cllr Macklin, seconded by Cllr Vic Davies with 11 in favour and 2 abstentions that Cllrs Bob Hinder and Ivor Davies be appointed as first Charity Trustees of the CIO.
  - Cllrs Vic Davies proposed, and Cllr Macklin seconded with all in favour to give Cllrs Bob Hinder and Ivor Davies delegated powers to make any minor amends to the CIO before submission to the Charities Commission. The Assistant Clerk informed members that the Parish Council's Solicitor has advised that they do not deal with CIO's.
- 11.2 Draft Grant Agreement between KCC & BPC  
Proposed from the Chair that he and Cllr Ivor Davies together with the office make amendments to the draft agreement before sending it to the solicitor. **Action Office/Cllrs Ivor Davies and Bob Hinder.**

## 12. Reports from Councillors/Office

- 12.1 **Received** and **Noted** the Clerk's report on her attendance at the KALC Transport Conference on 26 October 2019.
- 12.2 **Received** and **Noted** Cllrs Anne Bridle's report on her attendance at the AGM for KALC on 30 November 2019.

## 13. Reports from Borough and County Councillors

- 13.1 **Received** and **Noted Borough** Cllr Wendy Hinder's report on Wildfell Close and the poisoning of vegetation and a tree and organising a general tidy up of the area. She also reported on a meeting she attended along with Cllr Bob Hinder for the joint parishes which highlighted the opposition to the number of houses to be built in the borough and the impact on local infrastructure.

## 14. Matters for Decision

- 14.1 **Alan's Tree.**  
Members **agreed** with the proposal of moving the commemoration of the tree from January to May 2020 when the tree will be in leaf and the weather warmer.

#### 14.2 **KALC Awards**

Members were asked to contact the office if they would like to nominate an individual for this award. **Action Cllrs.**

#### 15. **Correspondence - VE Day**

In principal members **agreed** that they would like to support SSAFA by organising a ceremony to commemorate VE Day and to contact St Mary & All Saints Church to ascertain their plans and see if the two can be combined. **Action office.**

#### 16. **Website**

Members **received** the Clerk's report. Cllr Dengate briefed members on the current situation. Members were then asked to consider the following;

- Additional staff hours for the setting up the new site.
- Caveats relating to the current provider whereby 30% of any unpaid costs are deducted due to lack of service, non-communication etc.
- Website Policy Data Retention.

These were **agreed** by all members with the addition that;

- a separate timesheet is used to record additional hours.
- Vice Chairs is added under proposed to reference 4 of the website policy.

#### 17. **Matters for Information**

None.

#### 18. **Items for Next Agenda**

To be received by the Clerk on or before the 17<sup>th</sup> 2020

#### 19. **Next Meeting**

27 January 2020 at Beechen Hall, Wildfell Close, ME5 9RU. **Noted**

#### 20. **Budget 2020-21**

**Noted.** A reminder to Estates and Environment Committee need to finalise their budgets at their Meetings in December

Meeting closed at 8.44 p.m.

Signed as a correct record of the proceedings.

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