

**Minutes of the Annual Parish Council Meeting held on 4<sup>th</sup> May 2020. This meeting was held by conference call due to the Covid-19 Global Pandemic at 7.30 pm**

Present: Mr V Davies, Mrs A Brindle, Mr Ivor Davies, Mr P Dengate, Mr G Hayday, Ms L Clarke, Mrs P Huntingford, Ms K Macklin, Mr B Hinder, Mr J Constable, Mr D Hollands and Mr J Willmott together with the Clerk Mrs D Baylis and two members of the public/press.

**1. Election of Chairman**

Cllr Vic Davies was nominated by Cllr A Brindle, seconded by Cllr P Dengate. There being no other nominations he was duly elected. The Declaration of Acceptance of Office would be signed when next possible.

Cllr B Hinder, the outgoing Chairman's report that had been circulated was noted.

**2. Election of Vice-Chairman**

Cllr I Davies was nominated by Cllr P Dengate, seconded by Cllr P Huntingford. There being no other nominations he was duly elected. The Declaration of Acceptance of Office would be signed when next possible.

**3. Apologies and absences**

Mr T Harwood, Mr P Sullivan

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

Cllr D Hollands – Item 8, Friends of Boxley Church Grant

**5. Appointments to Committees, Committee Chairmen and Vice-Chairmen**

**Estates Committee** – Cllr V Davies stood down as Chairman. Cllr K Macklin proposed and Cllr P Dengate seconded the nomination of Cllr D Hollands as Chairman. There being no other nominations he was duly elected. No other changes were made to this Committee.

**Environment Committee** – Cllr A Brindle proposed and Cllr I Davies seconded the nomination of Cllr B Hinder as Chairman. There being no other nominations he was duly elected.

**Finance & General Purposes Committee** – Cllr B Hinder stood down from the Committee. No other Councillor took his place.

<b>Environment Committee</b>  Chair – Cllr B Hinder Vice-Chair – Cllr A Brindle Cllr J Constable Cllr L Clarke Cllr I Davies Cllr D Hollands Cllr P Huntingford Cllr J Wilmott	<b>Estates Committee</b>  Chair – Cllr D Hollands Vice-Chair – Cllr P Dengate Cllr L Clarke Cllr I Davies Cllr B Hinder Cllr D Hollands Cllr P Sullivan
<b>Finance &amp; General Purposes Committee</b>  Chair – Cllr I Davies Vice-Chair – Cllr P Dengate Cllr A Brindle Cllr L Clarke Cllr V Davies Cllr G Hayday Vacancy	

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## 6. To Appoint Representatives to External Bodies

The appointments stay as listed below:

Grove Green Community Association      Cllr Vic Davies.

Kent Association of Local Councils   Cllr Ivor Davies, Cllr Anne Brindle

Action on Communities in Rural Kent (ACRK)      Cllr Ivor Davies

Sandling Village Hall (2 Trustees)   Cllr Dennis Hollands, **vacancy**

Vinters Valley Nature Reserve (Trustee)   Cllr V Davies

Mid Kent Steering Group      Cllr Bob Hinder

Parish/Police Liaison meetings      Cllr Bob Hinder

## 7. Minutes of the Parish Council Meeting 2 March 2020

The minutes of the meeting were **agreed** and would be **signed** when circumstances allow.

## 8. Matters Arising from the Minutes

Minute 3357 – Walderslade Woodland – Clarification of costs had been asked for and a partial further explanation of costs received but the majority was still not properly accounted for so further clarification has been sought but not received as yet. The Clerk would chase the solicitors for more information. **Action: Clerk**

Minute 3358 – Grant request from Friends of Boxley Church – Their planned event is cancelled but they have asked if we BPC would pay for the Public Liability Insurance as in previous years. The Clerk was asked to clarify what the Public Liability Insurance would be for. **Action: Clerk**

## 9. Any other matters arising from the minutes which are not on the agenda.

None

## 10. Crime Report and Police Issues

**Received** and **noted**

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

No members of the public had joined the meeting.

## 11. Minutes of Recent Committee Meetings – previously circulated

To receive and note the following draft minutes.

11.1 Environment Committee 2 and 9 March 2020 See report (pages 7-11). **Noted**

11.2 finance and General Purposes Committee 16 March 2020. See report (pages 12-14). **Noted**

## 12. Finance

12.1 Payments made out of meeting 22.02.20 – 27.04.20. See report (page 20-26). **Noted.**

12.2 Receipts for the period. 22.02.20 – 27.04.2020. See report (page 26-30). **Noted**

12.3 Account balances report (page 30). **Noted**

12.4 End of Year and Audit of Accounts. See report (page 30-31). **Noted.**

**13. Policies and Procedures****13.1 Training Policy****13.2 Compassionate Leave Policy**

It was proposed by Cllr V Davies, seconded by Cllr P Dengate and all agreed that these policies be adopted.

**14. Reports from Councilors/Office**

The Clerk reported that splitting the office time was working well. The Clerk was looking at schemes for financial support for Beechen Hall. Helen Whatley was helping the Clerk to get answers, and this was ongoing.

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

Cllr Brindle reported that meetings were being held remotely.

Cllr Hinder said that there had been a surprising lack of contact from residents

**16. Grant Applications****16.1 Bearsted PC Summer Play Scheme**

It was agreed to defer this to the next meeting when more information as to the likelihood of this scheme being able to run would be known. The Clerk was asked to contact Bearsted and let them know that the application was approved in principle but deferred until the June meeting for the above reason. **Action: Clerk**

**17. Matters for Decision**

Cllr Dengate asked if all the host numbers for remote meetings could be tested again to ensure they were working correctly.

**18. Correspondence**

None.

**19. Matters for Information**

Councilors requested that the weekly updates from the office be continued. **Action: Office**

**20. Items for Next Agenda**

To be received by the Clerk on or before the 29 May 2020. **Noted**

**21. Next Meeting**

8<sup>th</sup> June 2020 **Noted**

Meeting closed at 8.45 p.m.

Signed as a correct record of the proceedings.

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