

BEARSTED PARISH COUNCIL

Minutes of the Parish Council meeting of Bearsted Parish Council held at KGV Memorial Hall, Bearsted on Monday 11th April, 2017

Present: Cllr Richard Ash
Cllr Richard Camp (Vice Chair)
Cllr Suzanne Camp
Cllr Jon Hughes
Cllr Fabienne Hughes
Cllr Pat Marshall MBE
Cllr Fiona Redman (Chair)
Cllr Tony Ryan
Cllr Paul Young

Also in attendance were Mr Simon Finlay from the Downs Mail and 2 members of the public. In the absence of a clerk, Mrs Sarah Lewis was present to take minutes.

Council were informed that the meeting was being recorded by one member of the council and by the acting Clerk.

REPORTS FROM MEMBERS OF THE PUBLIC

There were no reports.

1. Apologies and absence

Apologies were received and accepted from Cllr Askin (work commitments), Cllr Bennett (holiday), Cllr R Camp (work commitments), Cllr S Camp (holiday), Cllr D Connor (work commitments), Cllr G Farrow (work commitments), Cllr H Goodwin (family commitments). Apologies were also received from Ward Cllr M Cumings (sickness) and Ward Cllr V Springett (conflicting meetings).

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

Cllr Marshall declared an interest in item 8.4 as a trustee of Bearsted Cricket Club and a member of the Madginford Fair Committee. Cllr Ryan declared an interest in item 8.4 as a director of a company involved in the running of the Cars on the Green event, and Cllr F Hughes declared an interest in 8.4 as a volunteer for the Cars on the Green event. Cllrs Ash and Marshall declared an interest in item 8.1 as Madginford Hall trustees.

3. To resolve to go into closed session and to exclude the press and public at item 13 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi)

4. Minutes and matters arising of the Parish Council meeting 14th March 2017

The minutes were agreed and were signed by Cllr Ryan in the absence of the Chair of the meeting as a true record.

The issue of the pot holes around the village has been reported to KCC. It has been noticed that some potholes have now been marked for repair. The Community Warden Sally Williams informed council that the timescale for repair is currently 28 days. A recommendation for resurfacing of the Landway which is

in a particularly poor state was discussed. The acting clerk will feedback to KCC Highways regarding this issue.

ACTION: CLERK

5. Reports

The Community Warden report was given. A recent incident of unlawful peddling at Cross Keys and Madginford was highlighted. This has been reported to the Police and Trading Standards.

PCSO Mat Adlington gave a crime report which included details of a burglary at Amazon Hair Salon, trespassing at a property garden in Lenside Drive, criminal damage to a car in The Street, and numerous reports of youths congregating at a derelict house on the Ashford Road which has been attended to by both the PCSO and the Community Warden.

6. Reports from Borough and County Councillors.

Reports from Ward Councillors Mike Cumming and Val Springett had been circulated prior to the meeting and were noted.

Council were informed that Borough Councillor Mike Revell is not longer in position. The Clerk will email a letter of thanks to him for his work.

ACTION: CLERK

7. Committee Meeting minutes:

7.1. Planning Committee March 2017. A brief report was received and noted.

7.2. Finance and General Policy Committee - April 2017. A brief report was received and noted.

7.3 Communications and Community Committee – March 2017. A brief report was received. The Chair asked for further details on the recent Farmers Market discussions. It was reported that plans are afoot to widen the scope and number of stalls and produce currently experienced to increase numbers of stallholders and in turn increase footfall. Discussions were held regarding rebranding the event as 'Market on the Green' but has not been agreed. A suggestion has been made to provide toilets for stallholders and public and this extra expense is being considered.

7.4 Environment Committee – March 2017 A brief report was received and noted.

The committee were commended on the magnificent daffodil displays in the parish.

8. Finance

8.1 To authorise payments of accounts. It was agreed to authorise all payments on the cheque list with the exception of the payments for charges at Madginford Hall which were agreed to in principle pending a forthcoming meeting for clarification. There were 2 abstentions.

8.2 Income and expenditure to date 2016-17 This was unanimously agreed.

8.3 To note balances of accounts. The balances were unanimously agreed

8.4 To review and agree amendments to current Grants and Donations policy. It was agreed to defer this item to the next full council meeting.

ACTION: CLERK

8.4 Grants and Donation requests

Donation requests have been received from The Cars on The Green event for £400 towards the Kent Air Ambulance service. This will be further considered upon receipt of paperwork.

It was proposed that a donation of £500 be made to Bearsted & Thurnham Fair committee and was agreed with a vote of 7 in favour and 1 abstention.

8.5 To discuss and agree renewal of annual membership of KALC/NALC. After a brief discussion it was unanimously agreed to renew the membership.

8.6 To discuss and agree quotes for annual firework display. Council were informed of the two quotations that have been obtained from Pheonix Fireworks and Fantastic Fireworks. A discussion ensued regarding the benefits of each company and a vote was proposed to accept the quotation from Fantastic Fireworks which was unanimously agreed. The clerk will raise a purchase order.

ACTION: CLERK

9. Updated Terms of Reference for all committees
The amended versions of the Terms of Reference for all committees were unanimously accepted and duly signed.
The clerk will arrange for these to be displayed on the website.

ACTION: CLERK

10. Matters for discussion (20 mins)

Reports from parish representatives for external bodies.

A report was given by Cllr Marsh following a recent KALC meeting which was noted.

Correspondence

Council were advised of an invitation for 2 councillors to attend Hollingbourne Parish Council's Parish Assembly. Cllrs Ash and Marshall will respond.

ACTION: RA/PM

Council were advised on an invitation for a reception to celebrate The Downs Mail 20th anniversary.

A letter has been received by Cllr F Hughes regarding rubbish dumping and general deterioration of cleanliness in the streets from a resident. This was noted and will be responded to.

ACTION: FH

Council were informed that the Elizabeth Harvie field will be used for overflow parking for an upcoming funeral.

Attention was brought to some litter dumping behind the garages at Cross Keys. This will be monitored.

APM arrangements

Committees were asked by the Chair to provide a presentation on achievements and projects to present at the forthcoming Annual Parish Meeting.

ACTION: RC/PY/GB/DC

Best garden competition Council were keen for this event to continue, however the event will need to be led by a different councillor as the Environment Committee feel that their current workload is too much. Cllr Ash will liaise with Cllr Hughes regarding this.

ACTION: RA

Council Structure for forthcoming year.

Council were asked to consider whether the structure of committees or full council needs changing together with the frequency of meetings. The general feeling was to wait until the new admin team are in place and to reassess the situation in 6 months time.

Council were informed of Cllr Graham Farrow's resignation from Bearsted Parish Council. The council would like to thank him for all his hard work and wish him well for the future.

12. **Future agenda items**

Policies and procedures: to review and accept

Power of Competence: to review with a view to renewing subject to new Clerk's qualifications

Licences Market and Premises

Neighbourhood Plan

The meeting moved to closed session and members of the press and public, and the acting clerk left the room.

14. **Next Meeting**

The next meeting will be the Annual Parish Meeting to be held at 7.30pm on 3rd May 2013 at Madginford Hall, followed by the Annual General Meeting and Full Council Meeting to be held on 9th May 2017 at 7.30pm.

There being no further business to transact, the meeting ended at 9.30

Signed..... **Date**.....