

BEARSTED PARISH COUNCIL

Minutes of the meeting of Bearsted Parish Council held at KGV Memorial Hall, Manor Rise, Bearsted on Tuesday 9th August, 2017
At 7.30pm

Present: Cllr Richard Camp Chair
Cllr Paul Young Vice Chair
Cllr Helena Goodwin
Cllr Jon Hughes
Cllr Pat Marshall MBE
Cllr Tony Ryan

Also in attendance were the Clerk Sarah Lewis, the Assistant Clerk Erin Sugden, Simon Finlay from the Downs mail, Ward Cllr Mike Cuming and Community Warden Sally Williams. There were no members of the public present.

REPORTS FROM MEMBERS OF THE PUBLIC

There were no reports.

1. Apologies and absence

Apologies were received and accepted from Cllr R Ash (family commitments), Cllr J Askin (ongoing medical), Cllr G Bennett (holiday), Cllr S Camp (work commitments), Cllr D Conner (work commitments), Cllr F Hughes (family commitments), Cllr T O'Sullivan (work commitments), and Cllr F Redman (holiday)

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

Declarations had been previously addressed and noted in the register.

3. To resolve to go into closed session and to exclude the press and public at item 17 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi)

Resolution was made to discuss item 17 in closed session.

4. Minutes.

The minutes relating to the previous full council meeting of 11th July, 2017 were agreed as a true record and duly signed. Action points from these minutes were reviewed and noted.

5. Reports

5.1 **PCSO and Police Issues:** There were no further reports.

5.2 **Community Warden:** The Community Warden's report had been circulated prior to the meeting and was duly noted. Additional information was communicated to the council regarding recent instances of fly tipping which is now resolved. Ms William's also informed the council of recent reports of a driveway cleaning scam which is now in the hands of the Police and Trading Standards.

There have been some reports of antisocial behaviour within the Bearsted Woodland Trust. Polite notices will be posted to discourage such behaviour.

A travelling community have recently dispersed from the Willington Street Park & Ride car park, however a lot of litter remains.

6. Reports from Borough and County Councillors:

- 6.1 **Report from Ward Cllr Val Springett:** Cllr Springett was unable to attend and had offered her apologies prior to the meeting. The report had been circulated amongst councillors and was noted.
- 6.2 **Report from Ward Cllr Denis Spooner:** Cllr Spooner was unable to attend and had offered his apologies prior to the meeting. The report had been circulated amongst councillors and was noted.
- 6.3 **Report from Borough Cllr Mike Cuming:** Cllr Cuming made a verbal report which covered issues regarding reduced housing numbers in the Local Plan, a brief update with the Woodcut Farm application and addressed the recent 'Rambling Man' event at Mote Park and noise levels for which there have been less complaints than previously. There was a brief report on the Leeds/Langley relief road which was noted.

7. Committee Meeting minutes

- 7.1 **Planning Committee (July 2017):** A report was given and noted.
- 7.2 **Finance and General Policy Committee (August 2017):** A report was given and noted.
- 7.3 **Communications and Community Committee:** There have been no further meetings since the last report.
- 7.4 **Environment Committee (July 2017):** A report was given and noted.

8. Finance

HMRC	£ 886.97	Employers NIC
Annette Le-Breton	£ 160.00	Farmer Market management fee
Madginford Hall	£ 67.04	Hire of Madginford Hall May/June
R Camp	£ 175.16	2 x HD Monitors
Nicola Maguire	£ 137.33	Finance and Payment support
Mail Publications Limited	£ 275.00	Full page advertising in Downs Mail July
R Camp	£ 46.21	USB Mouse
Kent County Council	£ 203.82	Play Scheme equipment and materials
J Hughes	£ 21.30	Office fan
Paul Waring	£ 4,945.62	Grass cutting and maintenance to end of June 2017
RIP Cleaning Services	£ 194.40	Canine refuse collection July
PSA	£ 320.00	Sports coaches for the Summer Play Scheme
Kent County Council	£ 42.12	Play Scheme equipment and materials
Compute4U	£ 85.00	Leasing of office laptops and setting up costs
R Ash	£ 384.00	Councillor allowance
G Bennett	£ 384.00	Councillor allowance
R Camp	£ 364.80	Councillor allowance
S Camp	£ 211.20	Councillor allowance
D Conner	£ 384.00	Councillor allowance
G Farrow	£ 211.20	Councillor allowance
H Farrow	£ 43.20	Councillor allowance

H Goodwin	£ 211.20	Councillor allowance
F Hughes	£ 456.00	Councillor allowance
J Hughes	£ 384.00	Councillor allowance
P Marshall	£ 384.00	Councillor allowance
F Redman	£ 384.00	Councillor allowance
P Ryan	£ 480.00	Councillor allowance
P Young	£ 364.80	Councillor allowance
South East Water Choice	£ 197.30	10483979-6 Church Lane Allotments water bill
South East Water Choice	£ 213.05	10486318-7The Street Allotments water bill
South East Water Choice	£ 858.97	10486025-1 The pond water bill
A Franklin	£ 199.93	Play Scheme equipment and materials
H&F Sports Ltd	£ 195.00	Play Scheme equipment and materials
S Lewis	£ 44.75	Laptop stands for office x 2
Camille Descombes	£ 113.40	Play Scheme salary
Maidstone Borough Council	£ 37.00	Garden Waste Bins
Bricks 4 Kidz	£ 230.00	Play Scheme activities
CASH	£ 100.00	Play Scheme petty cash float
OPUS Energy	£ 7.37	Electricity at The Green
OPUS Energy	£ 24.45	Electricity at Tractor Barn, Church Landway
Mrs Sarah Lewis	£ 1,286.42	Clerk's Salary 26.6.17-25.7.17
Kent County Council	£ 5.00	Bearsted Green Library monthly rent (7.8.17-6.9.17)
BT	£ 112.20	Telephone and broadband

- 8.1 To authorise payments of accounts: The payments detailed were considered and unanimously approved.
- 8.2 Income and expenditure report: Reports were provided for consideration however were not all up to date due to staff holiday. This should be rectified for the next meeting.
- 8.3 To note balances of accounts. Recent statements were available for review.
- 8.4 To review and agree amendments to the current Grants and Donations policy. Suggested amendments were offered and the Council agreed unanimously to accept the updated document subject to the agreed amendments.
- 8.5 Grants and Donations. The Clerk will email the Heart of Kent hospice with the updated form before the next Finance meeting.

ACTION: CLERK

9. Madginford Hall

A brief update was received regarding the Madginford Hall's current lease investigations between BPC and Madginford Hall Committee. The matter is ongoing. The update was noted. Cllr R Camp will contact Whitehead Solicitors to enquire as to whether any relevant documents are held with them.

ACTION: CLLR R CAMP

10. Increase to canine waste collection costs.

Due to recent installation of comingle bins, the number of canine waste bins has drastically reduced around the Parish. The Clerk will make enquiries with Jenclean to enquire whether they will service the 2 remaining bins, and make the necessary steps to end the Council's contract with RIP Cleaning Services. Should Jenclean not be amenable for this task, council agreed to accept the increased charges.

ACTION: CLERK

11. Tenders for the resurfacing of the Church Landway

This item was deferred pending further information from some of the tenderers.

12 Automatic Number Plate Recognition device as a speeding deterrent

The Clerk was able to give a brief outline of the system to be considered, and Cllr Cuming was also able to provide some information. The Admin Team will report with further information to the Environment Committee for their consideration and recommendation will be given to Full Council for agreement.

ACTION: ADMIN

13. Matters for discussion

- Reports from parish representatives for external bodies: There were no reports.
- Correspondence: A letter had been received from a member of the public regarding dangerous façade at Madginford parade. The letter is currently with Cllr F Hughes for a response.

ACTION: CLLR F HUGHES

14. Downs Mail

The Council are keen to highlight the items previously identified by the Environment Meeting minutes, and also this year's successful Play Scheme. Simon Finlay will contact the Play Scheme leader for photographs. The Council were keen to welcome their new Assistant Clerk, Erin Sugden who joined the Clerk in the Parish Office this week. A brief introduction will be included on the BPC page.

Councillors were keen for an update on the issues of speeding and parking in Ware Street, Cllr F Redman will supply the text to Simon Finlay in due course.

ACTION: CLLR F REDMAN

15. Future agenda items

Play scheme evaluation.

16. Next Full Council meeting

The next Full Council meeting will be held on Tuesday 12th September, 2017 at Madginford Hall, Egremont Road, Bearsted at 7.30pm.

8:54pm: Press and members of the public and the admin staff were asked to leave the meeting as it went to closed session for item 17.

Signed..... Date.....