

BEARSTED PARISH COUNCIL

Minutes of a meeting of Bearsted Parish Council held at
KGV Memorial Hall, Bearsted on Tuesday 8 March 2016 at 7.30pm

Present:

Cllr Richard Ash
Cllr Geoff Bennett
Cllr Richard Camp
Cllr Graham Farrow
Cllr Helen Farrow
Cllr Helena Goodwin
Cllr Fabienne Hughes
Cllr Jon Hughes
Cllr Fiona Redman (chairman)
Cllr Tony Ryan
Cllr Paul Young

Also in attendance The Clerk Mrs Michelle Rumble and 2 members of the public

The meeting was chaired by Cllr Fiona Redman
The meeting was being recorded by Cllr Ryan

REPORTS FROM MEMBERS OF THE PUBLIC

None

1. Apologies for absence

Cllr Dan Conner, Cllr Pat Marshall, Cllr Suzanne Camp, Cllr Kenny Cox. Received and noted

2. Disclosure of interest or Lobbying

Cllr Ash had also been lobbied regarding the Lord Bearsted Painting
Cllr Ryan declared an interest in item 11 the Christmas Fair as Kent Community Events may be involved in this.

3. Minutes of the previous full Council meeting

RESOLVED: To accept the minutes of the previous meeting held on the 9 February 2016 as a true and correct record. The minutes were duly signed by the Chairman.

The meeting was adjourned to hear from members of the public

Mr Ken Scott spoke on the Lord Bearsted Painting and gave the Parish Council a brief history of the painting Mr Scott stated that the restoration of the painting was going to cost £7,700 and that various organisations including Maidstone Borough Council have made a contribution towards its restoration. Mr Scott stated that they are £350.00 short of its target and asked if the Parish Council would be prepared to make a contribution towards this. The Chairman thanked Mr Scott for his informative information and that the Parish Council would discuss a contribution at its next Finance and General Policy meeting and will get back to Mr Scott after the April Full Council meeting.

Action – to be added to Finance agenda and April Full Council agenda

A resident then spoke on the pot holes around the Parish and the areas included Yeoman Lane

The Landway
Tower Lane

The Clerk will report all pot holes to KCC but it is quite easy for any member of the public to report these themselves by going onto the KCC Report a Fault website.

The meeting resumed

4. **Reports**

4.1 Report from the PCSO and Police Issues.

PCSO Timon Gurr was not in attendance but a report had been received and was noted

4.2 Report from the Community Warden

Community Warden Martin Sherwood was in attendance as was the new Community Warden for Bearsted Sally Williams who introduced herself to the Parish Council.

Community Warden Martin spoke on Rogue Traders and bogus callers and advised people that unless they were expecting a caller not to open their door. Sally Williams to let the clerk know if she has a suitable photo for the BPC website. Martin Sherwood was thanked for his hard work and Sally Williams welcomed.

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

Reports had been received from all three of our Borough Councillors Cllr Val Springett, Cllr Mike Cuming and Cllr Richard Ash. These were reviewed.

Reports from Cllr Springett on the Joint Transportation meeting. (Now that the Local Plan is out for consultation, there is nothing significant to report from the Strategic Planning, Sustainability and Transportation committee. However,

I did attend the Joint Transportation Board on 22nd February as a visiting member, as the latest results of traffic modelling were being presented to the Board members.

Unfortunately, traffic modelling for the period until 2022 does not show that the number of houses expected to be built by then, which is in the region of 14000, will cause congestion severe enough to be used as a constraint to limit overall housing numbers in the plan, which is very disappointing, although it does show predicted severe congestion in the Langley Park area. It will be interesting to see if this is now used to stop or restrict further development on the Sutton Road).

6. Draft Minutes of Recent Committee Meetings

For the parish council to receive the minutes. Members are allowed to ask questions of the Committee Chairman but may not initiate a discussion.

6.1. Planning Committee 25 February 2016

Cllr Graham Farrow was in attendance and reported to all members on the last planning committee. The Neighbourhood plan was discussed briefly and Cllr Farrow was asked by the Chairman to have prepare a short annual report for the Annual Parish Meeting

6.2 Finance and General Policy meeting of the 2 March 2016

Cllr Young gave a report following the last meeting and the following recommendations were made to the Full Council to adopt the following policies: -

- Paternity pay & Leave policy (BPC_POL37)
It was proposed by Cllr Camp, seconded by Cllr Ryan and **RESOLVED** by all members to adopt the policy.
- Records Management & Retention policy (BPC_POL33)
It was proposed by Cllr G Farrow, seconded by Cllr F Hughes and **RESOLVED by a VOTE 10 FOR 1 ABSTENTION** to adopt the policy.

- Inclusions and Exemptions for publishing data policy (BPC_POL32)
It was proposed by Cllr Camp, seconded by Cllr Ryan and **RESOLVED BY a VOTE 10 FOR 1 ABSTENTION** to adopt the policy.
- IT Acceptable usage, data protection and social media policy (BPC_POL07)
It was proposed by Cllr Bennett, seconded by Cllr Camp and **RESOLVED** by all members to adopt the policy.
- Email etiquette (BPC_POL40)
It was proposed by Cllr H Farrow, seconded by Cllr G Farrow and **RESOLVED** by all members to adopt the policy.
- Maternity Policy (BPC_POL39)
It was proposed by Cllr F Hughes, seconded by Cllr Bennett and **RESOLVED** by all members to adopt the policy.

Cllr Young then put a recommendation forward from the committee to RESOLVE and agree the following donations: -

- £500.00 Madginford seniors club, it was proposed by Cllr Goodwin, seconded by Cllr H Farrow and **RESOLVED by a VOTE 10 FOR 1 ABSTENTION.**
- £500.00 Heart of Kent Hospice, it was proposed by Cllr F Hughes, seconded by Cllr G Farrow and **RESOLVED by a VOTE 10 FOR 1 ABSTENTION.**
- £300.00 District Girl Guides, proposed by Cllr Camp, seconded by Cllr Ash and **RESOLVED by a VOTE 7 FOR 4 ABSTENTIONS.** Cllr Goodwin asked that perhaps the Girl Guides could become involved in local events in order to fund raise for the Guides. Cllr Redman noted that she has an interest and removed herself from the vote.
- £250.00 Friends of Thurnham, it was proposed by Cllr F Hughes, seconded by Cllr Bennett and **RESOLVED** by all members. The Clerk was asked to contact the Friends of Thurnham for some more information and specifics around the painting of the playground and also if local companies have been asked to help with the intended project.
ACTION CLERK

Cllr Young also put forward a recommendation from the committee that Parish Council opt in to the new External Audit Sector Led Body, it was proposed by Cllr Young, seconded by Cllr Ryan. **RESOLVED** by all members to opt in.

6.3. Communications & Community committee meeting of the 17 February 2016 Play scheme

Cllr Young informed members that the Clerk, Amanda Franklin from Tiny Tots and himself met with Madginford School regarding the use of the school field. The field will be available for hire again this year at their lettings rate of £500.00. This is a charge based on the hours the school field will be used for and is part of their lettings policy. The rate cannot be reduced despite a polite request to do so.

Fireworks

The Clerk will be seeking two more quotes for this.

Newsletter

Cllr Ryan is progressing with the Newsletter and quotes for printing the Easter Newsletter were received, it was proposed by Cllr Bennett, seconded by Cllr Young and **RESOLVED** by all members to accept the quote from Reed Printers. It was the proposed by Cllr Young, seconded by Cllr Bennett and **RESOLVED** by all members to accept a 12-

month printing contract with Reed Printers. The Clerk asked Cllr Ryan to see all quotes for the Newsletter Printing.

6.4 Environment meeting – The next meeting will take place on the 21st March 2016, Cllr Bennett reported on a successful Clean for the Queen, the access area to the Green had been reseeded. Cllr Hughes and Cllr Bennett had met with the PROW officer Michele Snoding for the Maidstone area.

Cllr Bennett then put forward a recommendation from the Environment committee to accept one of the two quotes received to install a CCTV spur on the light in the Church Land car park from two contractors. It was proposed by Cllr Bennett, seconded by Cllr G Farrow and **RESOLVED** by all members to accept the quote of £215.00 from Aylesford Electrical.

ACTION CLERK

The Clerk had also received a request asking if they could install a bench on the green in memory of both parents. The Clerk will arrange to meet with them and go from there.

ACTION CLERK

7. **Finance**

7.1. To authorise list of payments made from 10 February 2016 to 8 March 2016 - for approval and signing, including list of individual payments exceeding £500.00. All members agreed the payments including previous cheque presented at full council meeting. Proposed by Cllr Camp and seconded by Cllr Young. **RESOLVED** VOTE FOR 9 2 ABSTENTIONS

7.2 To note Account balances. **RESOLVED**: All members noted the account balances

8. **Chairman's Report**

Cllr Redmans report was deferred to item 11

9. **Vice Chairman's/Deputy Vice-Chairman's report**

No report.

10. **Reports from councillors**

Cllr F Hughes gave all members an update on the Church Landway Lights.

11. **Matters for discussion**

Christmas Fair

This will be added to the next Communications & Community committee meeting on the 16th March 2016.

Sports & Activity Day

It was proposed by Cllr Young, seconded by Cllr F Hughes and **RESOLVED** by all members that the Sports & Activity Day will not take place in 2016, due to the fact that there are many events taking place around this time and the Parish Council would also like to run an event for older people instead this year.

Events for older people

A discussion took place on what events the Parish Council could run for older people.

Planning for next year

Cllr Redman spoke on this item and what the council's plans are for next year including discussion on how to engage more with the parish.

APM 2016

Cllr Ash will work with the Clerk on this, a list of who the Parish Council could invite to talk at the meeting will be drawn up. The Annual Parish meeting should take place late April/May.

ACTION CLERK/Cllr Ash

12. **Correspondence**

The Clerk had received a request for a bench on the Green in memory of their parents who have lived in the village their whole life.

ACTION CLERK

13. **Resolution:**

Footpath side of 1 Smarts cottages, Bearsted

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

Covered in Closed session

14. **Date of next meeting**

The next meeting of the Full Council will be at the Madginford Hall on the 12th April 2016 at 7.30pm.

There being no further business this part of the meeting closed at 10pm