



Minutes of the Full Council meeting of Bearsted Parish Council held at The Memorial Hall, Bearsted on Tuesday 13th February 2024 at 7.30pm

Present:	Cllr David Hall (Chairman)	Cllr Carolyn Smith
	Cllr Richard Ash MBE	Cllr Val Springett
	Cllr Pat Catt	Cllr Sean Turner
	Cllr Alan Rowe	Cllr Chris Waters
	Cllr Frank Jagger	
	Cllr Martha Monday	

Also, in attendance was the Deputy Clerk Amy Bush and two members of the public.

Reports from members of the public

A member of the public reported to the Council that the route leading from Cross Keys to the Holy Cross Church along the Elisabeth Harvie field was very slippery and wet. He asked if improvements could be made to make it more safe. Cllr Springett shared his concerns and suggested the Environment Committee discuss options.

1. Declarations of intention to record.

The Deputy Clerk declared the meeting would be recorded for minuting purposes.

2. Apologies and absences.

Apologies were received and noted for Cllr James Day, Cllr Mike Harris, Cllr Clive English and Cllr Denis Spooner.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying.

None.

4. 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) Land purchase.

This was proposed by Cllr Hall and agreed with all in favour.

5. Signing of the Minutes of the last meeting.

The minutes of the 16th January 2023 meeting were signed as a true record of the meeting.

Cllr Monday joined the meeting at 19.36

6. Reports:

- a) **Borough Councillors:** Cllr Springett recapped on some items included in her report.
- b) **Community Warden:** The Chairman shared the report received from the Community Warden.
- c) **Police:** The office are still waiting to hear from the new beat officer. Cllrs suggested that we invite him to the APM.
- d) **Clerk:** The Deputy Clerk shared the following updates: The Parish Service Scheme Grant has increased by 3%. A traffic incident outside Roseacre and Thurnham school led to a meeting at the school attended by parents and Cllr Ash. The Clerk has been liaising with the head teachers and KCC regarding safety solutions. With enough evidence this will hopefully lead to additional yellow lines in the area. An architect visited the office to discuss options for a possible extension. He will prepare some drawings and these will be shared with the Council once ready. Committee Clerks will change from April. Changes will see Lauren support Planning and Amy move to Traffic and transport.
- e) **Chairman:** The Chairman shared details for the Cricket Club celebration dinner in April and the Mayors function for Maidstone United FC. He also asked Councillors to read the election pack that he has circulated by email.

7. Committee Meeting and Working Group Reports

- a) **Environment Committee:** Cllr Smith reported decisions taken at the January Environment committee meeting and made the following proposals to the Council:
- To accept the quote of £995.50 from Landscape Services for annual tree inspections. This was agreed with all in favour.
 - To accept a quote from Safeplay for repairs to both play areas. This was agreed with all in favour.
 - To accept a quote of £220 for a crown lift to a tree on the Green. This was agreed with all in favour.
 - To accept the proposed increases to hire costs for our open spaces. These were agreed with all in favour with the condition that clear exceptions are shown on the terms and conditions.
- b) **Planning Committee:** Cllr Ash shared an update from the January Planning meeting.
- c) **Traffic and Transport Committee:** Cllr Ash shared an update from the Traffic and Transport Committee. He confirmed that the crossing at the station has been finalised and the payment is listed for approval in item 8. Cllr Springett will circulate the final drawings. Cllr Ash also shared that a Coordinated Parish Traffic Group has been formed with 8 neighbouring Parishes. This will enable shared issues to be presented to KCC collectively. He reported that the group has had its first meeting.
- ACTION: Cllr Springett**
- d) **Reports from members of the Council for outside bodies:** Cllr Ash shared an update from the latest KALC meeting including Model Code of Conduct and The Maidstone Parish Charter. He also noted that BPC will supply the venue for the next meeting: 29th July 24.

8. Finance (Accounts and Audit Regulation 2011/817)

- a) **Resolution to approve/ratify quotations or payments.**
- Consider renewal quotes for Edge accounting software.
Cllr Hall proposed that BPC take a further 3-year contract but will first ensure that we are receiving the latest version and current updates. Suggested amendments to the reports will also be collated by the office and shared with Edge. This was agreed with all in favour.
- ACTION: Office**
- b) **Grants and Donations requests:** None received.
- c) **Authorise February payments:** Cllr Hall proposed to accept the payments, this agreed with all in favour.
- d) **Finance Reports:** Cllr Hall proposed to accept the reports, this was agreed with all in favour.
- e) **Balances of accounts:** The balances were duly noted.

9. Code of Conduct Policy

Councillors discussed the challenges in reading the document due to formatting issues. Comments are due by 22nd February. The office will share the formatting issues with KALC.

ACTION: Office

10. Annual Parish Meeting

Councillors discussed the costs for the venue and refreshments. Cllr Hall proposed to accept the costs for using the Golf Club and budget to cater for 80 guests. This was agreed with all in favour.

11. Leases

Cllr Hall shared an update from the lease review and a request from the Cricket Club to discuss if BPC would like to have any involvement with their pavilion improvement plans. It was also asked if BPC would like to add a facility for their use at the site. Cllr Springett proposed that BPC would not require a facility at the pavilion or seek any involvement with the improvement plans. This was agreed with all in favour.

12. Meeting Allowance

This item was deferred in order to check some details.

13. Post Office

Councillors discussed that news of a delay to the new post office opening had been circulating. Cllr Springett confirmed she had chased but nothing noteworthy was received. Cllr Hall has written to Helen Whately to ask for her support.

14. Hazlitt Theatre Production

Cllr Jagger proposed that Council agree to the requested date of 23rd August 24. This was agreed with all in favour with the condition for the Clerk agreed hire fees.

ACTION: Office

15. Future Agenda Items

Standing items
Meeting Allowance
Ashford Road Post Office

16. Closed Session

The Council moved into closed session to discuss a land purchase.

17. Date of the next meeting: Tuesday 12th March 2024

There being no further business to transact, the meeting closed at 21.45 hrs

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