



Minutes of the Full Council meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise on Tuesday 14th May 2024 at 7.30pm

Present:	Cllr David Hall (Chairman)	Cllr Carolyn Smith
	Cllr Val Springett (Vice)	Cllr Denis Spooner
	Cllr Richard Ash	Cllr Sean Turner
	Cllr Pat Catt	Cllr Chris Waters
	Cllr Clive English	Cllr Jodie Pottage
	Cllr Frank Jagger	

Also, in attendance were the Clerk Joanne Upton, the Deputy Clerk Amy Bush and 4 members of the public.

Reports from members of the public

One member of the public requested volunteers for the Bearsted & Thurnham Fayre, help is needed on the Friday to set up and on the Saturday to clear up after the event.

Another member of the public thanked Cllr Smith and Amy the Deputy Clerk for attending the Digging for Giving donation presentation with Clarendon Homes & Rumwood Nurseries.

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 Martha Monday and Cllr James Day.

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

None declared.

4. Signing of the Minutes of the last meeting.

- a) The minutes of the Full Council meeting 16th April 2024 were signed as a true record.
- b) The minutes of the Finance meeting 5th March 2024 this item was deferred.

5. Co-option of Councillors

Cllr Hall proposed to co-opt Jodie Pottage, this was seconded by Cllr English & resolved with all in favour.

6. Reports:

- a) Borough Councillors: Cllr English advised that the Annual Meeting for Maidstone Borough Council will take place on Saturday 18th after the election.
- b) Community Warden: The Community Warden has been busy with social service referrals and attending community clubs and warned of a rogue trader operating in the area.
- c) Police: The Clerk advised the Beat Officer has been on a training course for most of the month but that he is looking to attend the Summer Fayre and Classic Cars on the Green events. Cllr Ash suggested inviting the Officer to attend Summer Playscheme.
- d) Clerk: The Clerk reminded Councillors to complete the GDPR training, to be careful when replying to emails, to not click reply all if not necessary and to ensure DPI's are completed and returned by the end of the month. The Clerk asked for a volunteer to meet the CPS team this Sunday, Cllr Jagger will attend.
- e) Chairman: nothing to report.

7. Committee Meeting and Working Group Reports

- a) Finance Working Group: The working group recommended approving the grant request for £504 for toilets for the Classis Cars event. Cllr Hall proposed to approve the grant, this was seconded by Cllr Ash and resolved with 10 in favour and 1 abstention.
Cllr Hall proposed to pay £2000 in retrospect to a resident who completed work to improve the road surface of the track leading up to the Street allotments. This was seconded by Cllr Ash and resolved with 10 in favour and 1 abstention.

19.53 Cllr Springett arrived.

- b) Communications Committee: Cllr Hall advised the new website should go live next week. The Clerk thanked Lauren for all her hard work on the project.
The Committee decided to use 4 noticeboards for Council notifications and the rest will display community notifications. Cllr Jagger suggested we ask for feedback from residents. This can be done with a notice on the boards and via our newsletter. Cllr Ash suggested the Committee consider which noticeboards need repainting.

ACTION: COMMS

Cllr Hall advised the Committee recommend keeping the Fireworks event but look to contract people to undertake some of the workload, including setting up and clearing away and managing deliveries on the day and suggested delegated authority is given to the Chairman and the Deputy Clerk to arrange this. This was proposed by Cllr English, seconded by Cllr Hall and resolved with 10 in favour and 1 abstention.

It was agreed that if the Council are unable to obtain cancellation insurance, then funds raised from the event should be put aside to cover future events if cancelled.

The Christmas Market will be managed by the Market Manager and she will decide on the format for this year. Cllr Hall proposed to pay £2000 fee to the Market Manager if the event has to be cancelled due to bad weather. This was seconded by Cllr Springett and resolved with all in favour. Further options to be investigated for matting on the Green to make the surface less susceptible to bad weather.

- c) Reports from members of the Council for outside bodies: Cllr English had attended an initial meeting with Bearsted CAN to discuss options for a project at the train station.

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

- a) Resolution to approve quotations or payments.
 - i. Cllr Ash proposed to accept the cost of £627.44 for signage and road markings in Otham Lane, this was seconded by Cllr Hall & resolved with all in favour.
 - ii. Cllr Ash proposed to accept the cost of £4148.70 for the double yellow lines at Cavendish/Copsewood & Yeoman Way. This was seconded by Cllr Hall and resolved with all in favour.
 - iii. Cllr Hall proposed to accept the cost of £14.88 from Premier Timber for 2 wooden posts, Lee Harrison's fitting cost of £105 and £12 per metal spike. This was seconded by Cllr English and resolved with 10 in favour and 1 abstention. Cllr Jagger noted there are now 5 bollards that need repairing/replacing.

- b) Grants and donations: Classic Cars, already approved at item 7a.
- c) Authorise May payments: Cllr Hall advised the Bearsted Fayre grant donation is to be put on hold as they are looking at alternative options for waste collection. Cllr Hall proposed he be given delegated authority to approve the grant once the new quote is received up to a maximum of £400, this was seconded by Cllr English and resolved with 9 in favour, 1 against and 1 abstention.

Cllr Hall proposed to accept the remaining payments, this was seconded by Cllr Smith and resolved with all in favour.

9. Policies

- a) Standing Orders: Cllr Hall proposed to adopt the policy with some amendments to the formatting, this was seconded by Cllr Springett and resolved with all in favour.
- b) Maternity Policy: Cllr Hall proposed to adopt the policy, this was seconded by Cllr Smith and resolved with 9 in favour, 1 against and 1 abstention.
- c) Inclusions & Exemptions for publishing data policy: Cllr Hall proposed to adopt the policy, this was seconded by Cllr English and resolved with 10 in favour and 1 abstention.

ACTION: CLERK

10. Leases

Cllr Hall advised the Tennis Club's contractor has started on site and BPC are still awaiting the precondition report on the Church Landway surface. Cllr Springett voiced disappointment that the Tennis Club had not confirmed the start date for the works, and whilst they notified members of the Tennis Club, they have not notified the wider public. Cllr Hall advised the working group have decided to put the agreement on hold, with Whitehead Monckton, to prepare the new lease for the Tennis Club and continue with Outset. Cllr Waters noted that the Tennis Club as beneficiaries on the new lease agreement should contribute to the cost. It was agreed Cllr Waters will join the working group. Cllr Springett proposed to accept the cost of £3500 to Outset, this was seconded by Cllr Hall and resolved with 10 in favour and 1 abstention.

ACTION: LEASES WORKING GROUP

11. Cricket Covers

Cllr Hall advised that the measurers to secure the covers put in place by the Cricket Club were acceptable and permission for the use of covers has been agreed for this season. This will be reviewed by the Environment Committee at the end of the season. Cllr Jagger requested to see the specification and reported that he had witnessed the covers untethered for two hours at the weekend.

ACTION: CLERK

12. Plastic Free Initiative

Cllr Hall reported Bearsted CAN are looking to attain a national accreditation as a Plastic Free Community and are looking for the Parish Council to support this by having a Parish Councillor as a representative to attend meetings, lead by example and to support removing single use plastic, where practical and feasible. Cllr Hall noted that this is in line with our Environment & Sustainability Policy & National Government Policy. Cllr Turner raised concerns about the long-term effects this initiative may have on the residents & local businesses within the parish. Cllr Springett proposed to support the initiative, this was seconded by Cllr English and resolved with 8 in favour, 2 against and 1 abstention.

Cllr English proposed that Cllr Ash is the representative for the Parish Council, this was seconded by Cllr Smith and resolved with 8 in favour, 1 against and 2 abstentions.

13. Hall Bookings for Meetings

The Clerk explained that due to double bookings with the dance club, it is becoming difficult to hold meetings at the Memorial Hall. Conversations have been held with the Chair of the Committee who has confirmed they are happy for BPC to move all meetings to Madginford. Cllr English declared an interest as a member of the Madginford Hall Committee and will not vote. Cllr Waters declared an interest as a member of the Memorial Hall Committee and will not vote. Cllr

Hall proposed to move all meetings to Madginford, this was seconded by Cllr Springett and resolved with 9 in favour.

14. Future Agenda Items

Leases.

15. Date of the next meeting: Tuesday 11th June 2024

There being no further business to transact, the meeting closed at 21.10 hrs

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