



**Minutes of the Full Council meeting of Bearsted Parish Council held at Madginford Hall,
Egremont Road on Tuesday 16th July 2024 at 7.30pm**

Present:	Cllr David Hall (Chairman)	Cllr Frank Jagger
	Cllr Val Springett (Vice)	Cllr Martha Monday
	Cllr Richard Ash	Cllr Jodie Pottage
	Cllr Pat Catt	Cllr Denis Spooner
	Cllr Richard Darke	Cllr Sean Turner
	Cllr James Day	Cllr Chris Waters
	Cllr Neil Francis	

Also, in attendance were the Clerk Joanne Upton, the Deputy Clerk Amy Bush and 2 members of the public.

Reports from members of the public

There were no reports from members of the public.

1. Declarations of intention to record.

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

2. Apologies and absences.

Apologies and reasons were received and duly noted for Cllr's Clive English and Carolyn Smith.

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

There were none.

4. Signing of the Minutes of the last meeting.

The minutes of the Full Council meeting 11th June 2024 were signed as a true record.

5. Co-option of Councillors

- a) Cllr Hall proposed to co-opt Neil Francis and Richard Darke, this was seconded by Cllr Springett and resolved with all in favour.
- b) Cllr Hall proposed to accept Cllr Darke onto the Traffic and Transport Committee and the Finance Working Group, this was seconded by Cllr Ash and resolved with 11 in favour and 2 abstentions.
Cllr Hall proposed to accept Cllr Francis onto the Communication Committee, this was seconded by Cllr Ash and resolved with 11 in favour and 2 abstentions.

6. Reports:

- a) Borough Councillors: Cllr Ash raised a query about biodiversity net gain being transferred to MBC land, Cllr Spooner explained that the policy was opposed and is under review.
- b) Community Warden: The Community Warden is on annual leave.
- c) Police: The Beat Officer is on annual leave.
- d) Clerk: The Clerk requested Councillors to email confirmation if they attended a training session, so that a record can be kept. The Clerk explained the approval process for August payments.
- e) Chairman: The Chairman congratulated the Clerk on completing and passing the iLCA to CiLCA training.

7. Committee Meeting and Working Group Reports

- a) Finance Working Group: Cllr Hall proposed to ratify the cost of £75.00 to make the 2 Bell Lane bollards reflective. This was seconded by Cllr Jagger and resolved with 11 in favour and 2 abstentions.

Cllr Hall proposed to ratify the cost of £116 to straighten the bollards on the Green, this was seconded by Cllr Ash and resolved with 11 in favour and 2 abstentions.

Cllr Hall proposed to apply for a 1 year fixed rate savings account with Cambridge & Counties bank, this was seconded by Cllr Jagger and resolved with 11 in favour and 2 abstentions.

Cllr Hall proposed the Clerk and Cllr's Smith, Hall & Jagger to be the signatories on the new bank accounts, this was seconded by Cllr Springett and resolved with 11 in favour and 2 abstentions.

The Clerk advised that the architect was serving notice of the planning application for the office extension to KCC and is now waiting to hear back, no further updates at this time.

ACTION: OFFICE

- b) Communication Committee: Cllr Hall advised that event cancellation insurance for fireworks is not available and the Council will self-insure, Cllr Jagger requested making a provision for this in the budget.

The Deputy Clerk invited the Councillors to visit the playscheme and anyone else available to assist with registration can arrive by 8.45am.

The next newsletter will go out in August and will include updates on playscheme, double yellow lines at Cavendish Way, Digging 4 Giving and the 10x bus stopping at Leeds Castle.

ACTION: OFFICE

Cllr Hall proposed to accept the additional cost of £1800 for new Christmas motifs, which is available in the committee budget, making the total cost for Christmas lights £6317.10, this was seconded by Cllr Monday and resolved with 11 in favour and 2 abstentions.

ACTION: OFFICE

Cllr Turner advised 2 applications have been made for funding towards the Rob Turner Art Project and will update the Committee in September.

ACTION: CLLR TURNER

- c) Environment Committee: Cllr Spooner advised that the Committee are looking for consultants to advise on the overnight parking and antisocial behaviour issues at the Church Lane car park.

KCC had refused the request for crisscross drain covers at the Green, and that the leaves should be regularly cleared to prevent the drains blocking. The Committee will arrange regular clearance but are still trying to get approval for the crisscross covers.

The Committee voted to support a bill on the safety of lithium batteries.

The Committee voted for meetings to be every two months again, with the next meeting due in September.

Cllr Jagger explained the proposal from Evans and Langford for drainage solutions at the Church Lane car park would significantly reduce water run off but would not 100% prevent it.

Cllr Waters suggested other options should be considered to increase the effectiveness and success rate, including replacing the car park surface, with a permeable surface and options for soakaways underneath. Cllr Hall proposed to give the Clerk delegated authority to spend up to £3000 to revise the specification for hybrid solutions, which must go back to Environment Committee for consideration. This was seconded by Cllr Waters and resolved with all in favour.

ACTION: CLLR JAGGER / CLERK

- d) Reports from members of the Council for outside bodies: Cllr Waters requested Planning Committee is added to this section for monthly updates. Cllr Waters advised the Council will receive a letter regarding the planning development for Woodcut Farm as the planning application did not follow due process.

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

- a) Resolution to approve quotations or payments.

Payments were ratified under the Finance report.

- b) Grants and Donations: Cllr Hall proposed to approve the £100 grant request to supply books for the Bearsted Book hunt, organised by Book Bugs. Cllr Turner queried the use of plastic bags used to hide the books, it was agreed we would request they add a sticker requesting the bags are to be recycled or reused. This was seconded by Cllr Ash and resolved with all in favour.
- c) Authorise July payments: Cllr Hall proposed to accept the payments, this was seconded by Cllr Ash and resolved with 11 in favour and 2 abstentions.
- d) Finance reports: Cllr Hall proposed to accept the reports, this was seconded by Cllr Ash and resolved with 11 in favour and 2 abstentions.
- e) Balance of accounts: Cllr Hall proposed to accept the balances, this was seconded by Cllr Springett and resolved with 11 in favour and 2 abstentions.
- f) Outset change of bank details: Cllr Waters asked if the details had been checked and not a fraudulent request, the Clerk confirmed this will be double checked.

9. Policies

- a) Memorial Bench Policy: Cllr Hall proposed to adopt the policy amending the numbering in 5.1, this was seconded by Cllr Springett and resolved with 11 in favour and 2 abstentions.
- b) Community Resilience/emergency plan: This item was deferred.
- c) Community Engagement Policy: Cllr Hall proposed to adopt the policy with the agreed amendments, including adding 'may have a stall at the Bearsted Fayre and adding a link to the Consultation Principles, this was seconded by Cllr Springett and resolved with 11 in favour and 2 abstentions.
- d) Capability Policy: Cllr Hall proposed to adopt the policy, this was seconded by Cllr Catt and resolved with 11 in favour and 2 abstentions.
- e) Code of Conduct: Cllr Hall proposed to adopt the policy, this was seconded by Cllr Springett and resolved with 10 in favour and 3 abstentions.
- f) Disciplinary Policy: Cllr Hall proposed to adopt the policy, this was seconded by Cllr Waters and resolved with 10 in favour and 3 abstentions.
- g) Internal Controls: Cllr Hall proposed to adopt the policy, this was seconded by Cllr Ash and resolved with 10 in favour and 3 abstentions.

10. North Downs Railway Line

Cllr Hall proposed that Bearsted Parish Council strongly condemns the decision to abandon Thameslink services without due engagement with affected communities, this was seconded by Cllr Monday and resolved with all in favour.

Cllr Hall proposed that Bearsted Parish Council strongly condemns reductions in the off-peak service to/from Bearsted and longer journey times to London for all communities east of Maidstone without due consultation with the affected communities, this was seconded by Cllr Monday and resolved with all in favour.

Cllr Hall proposed that Bearsted Parish Council formally seeks the support of Helen Whateley MP, this was seconded by Cllr Turner and resolved with all in favour.

Cllr Hall proposed that Bearsted Parish Council approaches Transport Focus, an Independent Transport Watchdog to review South Eastern's implementation of the major and far-reaching service changes without apparent regard for community engagement or off-peak service connectivity, this was seconded by Cllr Monday and resolved with all in favour.

Cllr Hall will prepare a press release.

ACTION: CLLR HALL

11. Leases

Cllr Hall advised the working group are still in talks with the Tennis Club on the lease renewal and will provide an update after the next working group meeting.

12. Cross Keys Shed

- a) Cllr Hall proposed to accept the lease agreement, approve the cost of up to £20 per annum to Golding Homes towards the cost of building insurance and we will insure the contents, this was seconded by Cllr Springett and resolved with 12 in favour and 1 abstention.
- b) Cllr Hall proposed to accept the contract for Footie for Tots, this was seconded by Cllr Ash and resolved with 10 in favour and 3 abstentions.

13. Defibrillators

Cllr Hall proposed not to put the defibrillator back in the phone box on the Green until further investigation work has been completed, this was seconded by Cllr Springett and resolved with 12 in favour and 1 abstention.

There is a defibrillator at the Bearsted & Thurnham Men's Club.

14. Future Agenda Items

Leases.

Office extension.

Defibrillators.

Policies.

15. Date of the next meeting: Tuesday 17th September 2024

There being no further business to transact, the meeting closed at 21.39 hrs

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