



**Minutes of the Full Council meeting of Bearsted Parish Council held at Madginford Hall,
Egremont Road on Tuesday 15th April 2025 at 7.30pm**

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|----------|---------------------------------|--------------------|
| Present: | Cllr Val Springett (Vice Chair) | Cllr Jodie Pottage |
| | Cllr Richard Ash MBE | Cllr Martha Monday |
| | Cllr Pat Catt | Cllr Carolyn Smith |
| | Cllr David Hall | Cllr Denis Spooner |
| | Cllr Frank Jagger | Cllr Chris Waters |
| | Cllr Kapil Kaushik | |

Also, in attendance were the Clerk Joanne Upton and the Deputy Clerk Amy Bush. There were no members of the public.

Reports from members of the public

There were no members of the public.

1. Declarations of intention to record.

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

2. To elect a Chairperson

Cllr Smith offered to Chair this meeting, this was resolved with all in favour.

Cllr Smith took the Chair

3. Apologies and absences.

Apologies were received and duly noted for Cllr Sean Turner, Cllr's English and Francis were absent.

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

Cllr Smith declared an interest in an item under the Environment Committee report, for Aldington Road, as being friends with the resident and would not be voting.

5. To resolve to go into closed session and to exclude the press and public at item 12 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) HR Matters.

This was proposed by Cllr Ash and seconded by Cllr Jagger and resolved with all in favour.

6. Signing of the Minutes of the last meeting.

- a) The minutes of the Full Council meeting 11th March 2025 were agreed as a true record and duly signed.
- b) The minutes of the Annual Parish Meeting 1st April 2025 were agreed as a true record and duly signed.

7. Reports:

- a. Borough Councillors: Cllr Springett advised that PC Phillips had reported at the Ward Cluster meeting that several warnings had been issued using footage from our CCTV cameras at the Church Lane car park.
Cllr Ash requested that Borough Councillors include in their monthly reports concerns & issues raised to them from residents. Cllr Ash also requested we assist residents more via the Community Warden with scams and rogue traders. It was agreed that BPC would advertise a local event discussing these issues, work with Sally for a statement for our newsletter and refer to the Communications Committee for further discussion.

- b. Community Warden: The Council noted the excellent report provided by the Community Warden.
- c. Police: No report received; PC Phillips is on annual leave.
- d. Clerk: The Clerk advised the CPS will now be attending on the 27th April and working at the Holy Cross Church. Cllr Catt agreed to meet the team.

ACTION: Cllr Catt

The Clerk requested that Cllr's send apologies via the WhatsApp group or via phone, if sending after 2.30pm on the day of the meeting.

Cllr Springett proposed to use the remaining £4309.32 CIL money towards the office extension. This was seconded by Cllr Spooner and resolved with all in favour.

The Clerk advised that a local business is using the Green to run events without agreement from the Parish Council. It was agreed the Clerk contacts the business to explain the need for permission and providing proof of insurance and risk assessments to ensure BPC meets its insurance liabilities.

ACTION: Clerk

- e. Chairman: no report.

8. **Committee Meeting and Working Group Reports**

- a) Planning Committee:

Cllr Ash advised the meeting had been cancelled as the Committee was not quorate. Cllr Ash proposed to accept Cllr Kaushik as a member for the Planning Committee, this was seconded by Cllr Smith and resolved with all in favour.

- b) Finance Working Group: Cllr Ash reported the working group had discussed the Grants & Donations policy and suggest setting the budget at 5% of the precept, to no longer accept retrospective applications, bank statements or year accounts should be provided, other income sources considered and to consider a contribution towards overall costs rather than full amount each time. It was agreed that there should be separate criteria for grants to donations, should consider local organisations over charities outside of the Parish. It was agreed this needs further work.

ACTION: Finance Working Group

Cllr Hall proposed to move money from the Unity Current Account to Buckinghamshire Building Society instant access account at 3.3%. The amount to be determined by the Clerk, leaving enough for the monthly running costs. Continue to look for additional accounts to spread the risk. This was seconded by Cllr Smith and resolved with all in favour.

ACTION: Clerk

Planning permission has been granted for the office extension and the architect is sending over a quote for the Building Regulation Drawings.

ACTION: Clerk

- c) Environment Committee: Cllr Smith reported KCC presented on a Green Open Homes event focusing on air heat pumps and other energy saving systems for the home. The Committee voted to support this.

Cllr Smith proposed to proceed with the work to cut back the Beech Tree on the footpath between St Faiths & Roseacre Lane at a maximum cost of £1250, the Clerk is waiting on two further quotes, this was seconded by Cllr Springett and resolved with all in favour.

ACTION: Clerk

Cllr Smith proposed to accept the Playdale cost of £1159.25 for the play area repairs at the BWT, this was seconded by Cllr Springett and resolved with all in favour. Cllr Smith proposed to accept the Safeplay cost of £673.32 for the play area repairs at the Green, this was seconded by Cllr Springett and resolved with all in favour.

ACTION: Clerk

Cllr Smith advised the Committee had considered and rejected a request to have the war memorial at the Holy Cross Church cleaned, due to short notice, high costs and concerns that previous cleaning caused some damage.

Cllr Ash proposed to accept the Waring's quote of £480 to cut down two dead trees behind a property in Aldington Road and clear the vegetation to a meter from the property boundary. This was seconded by Cllr Jagger and resolved with ten in favour and one abstention. The resident had also asked for a contribution to the cost of replacing the fence, but this was deferred as further details of the cost were required.

ACTION: Clerk

- d) Reports from members of the Council for outside bodies: Cllr Ash reported that PC Phillips, at the Ward Cluster meeting stated that Bearsted has the lowest crime rate in Maidstone.

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

- a) Resolution to approve/ratify quotations or payments:
KALC annual subscription: Cllr Ash proposed to accept the cost of £2,244.00, this was seconded by Cllr Smith and resolved with all in favour.
Cllr Jagger requested that all agendas and minutes should state the cost to include VAT, so this shows the same amount as in the payments list.
- b) Grants and Donations: Cricket Club, it was agreed to defer until the accounts are received.
Authorise April payments: Cllr Ash proposed to accept the payments, this was seconded by Cllr Jagger and resolved with all in favour.
- c) Finance reports: Cllr Ash proposed to accept the reports this was seconded by Cllr Jagger and resolved with all in favour.
- d) Balance of accounts: The balances of account were duly noted.

10. Policies

Menopause Policy: Cllr Smith proposed to adopt the policy, this was seconded by Cllr Ash and resolved with 9 in favour and 2 abstentions.

11. Leases

Cllr Hall proposed that Cllr's Frank Jagger and Christopher Waters sign the Tennis Club lease, in the absence of Cllr English. This was seconded by Cllr Ash and resolved with all in favour. Cllr's Jagger & Waters duly signed the lease.

12. The Council moved to closed session and excluded the press and public, Public Bodies (Admission to meetings) Act 1960 in accordance with standing order 10 (xi) Contract Matters.

Closed session.

13. Future Agenda Items

Policies
Standard items

14. Date of the next meeting: Tuesday 13th May 2025

There being no further business to transact, the meeting closed at 21.27 hrs

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