Bearsted Parish Council

Minute Reference: 2190

Minutes of the Full Council meeting of Bearsted Parish Council held at Madginford Hall, Egremont Road on Tuesday 15th July 2025 at 7.00pm

Present:	Cllr Val Springett – Vice Chair	Cllr Max Huseyin
	Cllr Richard Ash MBE	Cllr Frank Jagger
	Cllr Pat Catt	Cllr Jodie Pottage
	Cllr Clive English	Cllr Carolyn Smith
	Cllr David Hall	Cllr Christopher Waters

Also, in attendance were The Clerk Joanne Upton, KCC Cllr Spencer Dixon and two members of the public.

Vice Chair, Cllr Springett took the Chair.

Reports from members of the public

There were no reports from the public.

1. **Declarations of intention to record.**
The Clerk declared the meeting would be recorded for minuting purposes.

2. **To elect a Chair**
Cllr Smith nominated Cllr Springett to chair this meeting only, this was seconded by Cllr Ash and resolved with 9 in favour and one abstention.

3. **Apologies and absences.**
Apologies were received and duly noted for Cllr's Kaushik, Monday, Spooner and Turner.

4. **Declaration of Interests, Dispensations, Predetermination or Lobbying.**
Cllr's English, Springett and Pottage declared an interest in item 8bii relating to the Madginford Hall Committee, as members.
Cllr Springett will not vote on item 10, as the writer of the Memorandum of Understanding.

5. **Signing of the Minutes of the last meeting.**
The minutes of the Full Council meeting 17th June 2025 were agreed as a true record and duly signed.

6. **Reports:**
   a) Borough Councillors: Cllr Ash requested that Borough reports should only contain information relevant to Bearsted.
   b) KCC Councillor: Cllr Dixon advised he is now deputy for the Highways and Transport Committee and the Bearsted Road project is moving forward and should be appointing a contractor soon. Cllr Dixon also confirmed that the contract is out to tender for the potholes contract.
   c) Community Warden: The report was noted, and the Council acknowledged the value the service has for the Parish.
   d) Police: There was no report.
   e) Clerk: The Clerk reminded Councillors that the payment list for August will need to be approved via email as there is no FC meeting. Cllr Hall suggested the Finance Working Group still meets in August before requesting FC to approve the payments. This was agreed by the working group.
   The Government has agreed that meetings can be remote for Local Councils, although not yet passed in law. It will be up to each Council to decide if meetings can be remote. Proxy voting has not been agreed.

The Council were supportive of the suggested straplines by Bearsted CAN for the train station signs.
It was agreed to seek advice from Medway Valley Countryside Partnership on filling the pond from the mains tap.
The Deputy Clerk requested the Council agree that the Allotment holders can use hosepipes in exceptional circumstances, as they are exempt and the office will write to all allotment holders to confirm this.

ACTION: Office

f) Chairman: Cllr Springett advised she had attended a KALC meeting with the Clerk regarding Local Government Reorganisation, the Councils in Kent are working on proposals for 2, 3 or 4 Unitary Councils. Cllr Springett also attended a coffee morning at Bearsted library and discussed with residents' tiers of Local Government and local traffic concerns.

7. Committee Meeting and Working Group Reports

a) Traffic Committee: Cllr Ash advised that Mynn Crescent and Hill Brow have had the roads resurfaced. All items on the HIP are progressing. The Sandy Mount proposal was approved by KCC Cllr Dixon but now needs to go to the JTB for a decision. KCC will be moving the bus stop and providing a pedestrian crossing outside the Tudor Park. There is a community engagement in process for the proposed SID device on Lilk Hill on the A20.
The Speed Watch team recorded 3 offenders, 2 on the A20 by Cavendish Way and 1 on Ware Street. 2 other potential sites are being investigated for Ware Street and Willington Street. Cllr Ash thanked Greg from KCC for all his hard work and positive attitude whilst working with BPC.

b) Finance Working Group: Cllr Hall advised the Q1 VAT return had been reviewed and duly noted. The working group decided to remove benches, except those purchased by BPC from the Asset Register and keep on an inventory.

c) Communications Committee: Cllr Hall proposed to keep prices for tickets for Fireworks at £10 per adult & £2 per child, this was seconded by Cllr Springett and resolved with all in favour. Cllr Hall proposed to opt out of adopting the Martyn's Law procedures for Council meetings. This was seconded by Cllr English and resolved with 8 in favour and two abstentions.

d) Planning Committee: Cllr Ash advised that the meeting had been cancelled, 2 applications were recommended for approval via the out of committee process.

e) Reports from members of the Council for outside bodies: Cllr Ash attended the JTB meeting and only the bus stop at the Tudor Park was relevant to Bearsted. He also attended the Democracy and General Policy meeting; MBC are considering creating a town council which may include Grove Green and Bearsted Park. Cllr English confirmed other proposals are being considered such as Grove Green and Bearsted Park joining to form a small parish. There are several options and proposals, and it will be decided by members of the public.

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

a) Resolution to approve/ratify quotations or payments:
Midas Waste, bin for the Green: Cllr Hall proposed to accept the cost of £210, which was seconded by Cllr Springett and resolved with all in favour.

b) Grants and Donations:

i. Summer Playscheme, Bouncy Castle: Cllr Ash proposed to approve the payment for £370, this was seconded by Cllr Hall and resolved with all in favour.

ii. Madginford Hall, Defibrillator: Cllr Ash proposed to approve the donation of £200 towards the £660 cost of a new defib for the Hall. This was seconded by Cllr Catt and resolved with 7 in favour and 3 no votes from Cllr's English, Springett and Pottage. Cllr Dixon advised he would like to contribute towards the cost, from the Community Fund.

c) Authorise July payments: Cllr Jagger proposed to accept the payments, this was seconded by Cllr Ash and resolved with all in favour.
d) Finance reports: Cllr Ash proposed to accept the report, this was seconded by Cllr Hall and resolved with all in favour.
e) Balance of bank accounts: The Council noted the balances.

9. Polices

a) Internal Controls: Cllr Springett proposed to adopt the policy, which was seconded by Cllr English and resolved with all in favour.
b) Model Publication Scheme: Cllr Hall proposed to adopt the policy, which was seconded by Cllr Smith and resolved with 9 in favour and 1 abstention.

10. SID, Ashford Road

Cllr Hall proposed to accept the wording of the Memorandum of Understanding which will form the agreement between BPC and Detling and Hollingbourne Parish Councils for the shared use of the SID device. This was seconded by Cllr Pottage and resolved with 9 in favour and 1 no vote from Cllr Springett as author of the Memorandum.

11. KCC Community Warden

Cllr Jagger queried the use of 'The Council' in the contract, that it is not clear if this relates to KCC or BPC. Cllr Hall proposed to give delegated authority to Cllr Springett to sign the contract once that has been confirmed. This was seconded by Cllr English and resolved with 9 in favour and 1 abstention.

12. KCC Lease and Rent Review

KCC are proposing to increase our annual rent to £2750 from £100, back dated to August 2024. Whilst BPC acknowledge it should be increased, the Finance Working Group raised concerns on how the figure was calculated and the process followed. Cllr Waters advised the current value of £100 is now £317.95 and this should be considered, along with requesting an extension to the term of the lease. Cllr Springett proposed that the Leases Working Group with the Clerk, compose a holding letter to KCC requesting time to investigate further and the Clerk is given delegated authority to obtain a quote from Outset with a limit of £2000 for legal advice. This was seconded by Cllr Pottage and resolved with all in favour.

13. Future Agenda Items

Policies
KCC lease and rent review

14. Date of the next meeting: Tuesday 16th September 2025

There being no further business to transact, the meeting closed at 20:21 hrs

Signed………………………………………… Date…………………………………….