



Minutes of the Full Council meeting of Bearsted Parish Council held at Madginford Hall, Egremont Road on Tuesday 16th September 2025 at 7.00pm

Present:	Cllr David Hall (Chairman)	Cllr Jodie Pottage
	Cllr Val Springett (Vice Chair)	Cllr Carolyn Smith
	Cllr Richard Ash MBE	Cllr Denis Spooner
	Cllr Clive English	Cllr Sean Turner
	Cllr Max Huseyin	Cllr Christopher Waters

Also, in attendance were The Clerk Joanne Upton, the Deputy Clerk Amy Bush, 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 Deputy Clerk declared the meeting would be recorded for minuting purposes.

2. To elect a Chair

Cllr Smith nominated Cllr David Hall, which was seconded by Cllr English. With no other nominations this was resolved with all in favour.

Cllr Hall took the Chair.

Cllr Hall thanked Cllr Springett for Chairing meetings, whilst the Council was without a Chairman.

3. Apologies and absences.

Apologies were received and duly noted for Cllr's Catt, Jagger, Kaushik and Monday.

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

There were none declared.

5. Signing of the Minutes of the last meeting.

The minutes of the Full Council meeting 15th July 2025 were agreed as a true record and duly signed.

6. Reports:

a) Borough Councillors: Cllr Springett and Cllr Ash met with Network Rail and are working to secure lighting under the railway bridge on Thurnham Lane. Cllr Springett attended an MBC Planning meeting where the application for Manor Close was refused.

MBC carried out an informal consultation with the Madginford shops and the residents living opposite, regarding introducing restricted parking. Only 4 responded. Cllr Springett will continue to work with MBC on this issue.

Cllr Turner raised concerns about the increase in parking costs in town and suggested reinstating the park and ride would aid both these issues.

Cllr Ash thanked Cllr Springett for her work on the MBC 5-year land supply.

Cllr Spooner advised that two options have been proposed for Government Reorganisation, but that Medway City Council and KCC are putting forward their own proposals.

- b) KCC Councillor: Cllr Dixon confirmed the A249 scheme is now underway. KCC have launched a new road initiative so should see some works in the area in the new few weeks. Cllr Springett thanked Cllr Dixon for his assistance with getting the SID proposal approved. KCC would like support from the Parish Council to engage with residents on their proposal for Local Government Reorganisation.
Cllr Turner asked about the recent motion to cancel Climate Recognition. Cllr Dixon confirmed that whilst KCC support the environmental initiatives and Climate Recognition, due to the lack of available funds they must prioritise.
- c) Community Warden: The report was noted, the Clerk advised the issue with e-bikes is on-going and both the Community Warden and the Local Beat Officer are working to identify the residents involved and to speak with them.
- d) Police: The report was noted. The police urge all residents to report crimes immediately and not to rely on social media. BPC will assist by adding this to the Newsletter and Social Media.
- e) Clerk: The Clerk advised the audit was successful with no minor scopes. The Council thanked the office staff and the Finance Officer for their hard work.
The residents that installed the fence on the Ragstone Road footpath have provided evidence that it is on their boundary line, so no further action is required.
The office staff and several Councillors attended a Cyber Training session by the police. The Clerk reminded Councillors that they must update their email signature.
A donation of £1000 was previously given to the Bearsted Medical Practice Patient Participation Group towards the cost of a crash trolley which ended up costing £534.83 and they are putting the remaining funds towards a Dermatoscope. The PPG have been advised that in future they must ensure they gain the permission of the Parish Council before spending funds on other items.
Cllr Hall & the Clerk will be attending a Parish Conference and Councillors can send suggestions for additional agenda items or queries to be raised.
Cllr's Ash & Turner will be attending the KALC AGM and Councillors can send suggestions for agenda items to the Clerk.
The Clerk requested that anyone who is available to help with Fireworks to contact the office to confirm availability.
The Parish Council noted that MBC have advised their stance on flags and paintings of the flag will not be removed unless they include any racial or hate-related speech or are situated somewhere that causes a danger. KCC Cllr Spencer Dixon confirmed KCC has the same stance on this but requested if any signs are painted over to report this to KCC. Cllr Ash volunteered to meet the CPS team on Sunday at Meadow Bank.
- f) Chairman: Cllr Hall requested Cllr's be mindful of requests from the office and to respond to emails in a timely manner.

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

- a) Planning Committee: Cllr Ash advised that the July meeting had been cancelled. All applications considered via the Out of Committee process had been recommended for approval, except the one relating to the Market Manager, which we submitted a 'no comment'. Cllr Ash attended an MBC Planning Meeting regarding the Spot Lane application, BPC recommended refusal, this was approved by MBC.
- b) Finance Working Group: Cllr Hall proposed to transfer the £80,000 plus interest from the existing Hampshire Trust Bank fixed rate account, due to expire on the 19th September to another 12-month fixed rate account with Hampshire Trust Bank at 4.22%. This was seconded by Cllr English and resolved with all in favour.
Cllr Hall proposed to renew the annual insurance with Clear Councils at a cost of £2643.05 with the 3-year discounted rate. This was seconded by Cllr Smith and resolved with all in favour.
Cllr Hall proposed to accept the NALC pay scales, this was seconded by Cllr Ash and resolved with all in favour
- c) Environment Committee: Cllr Pottage proposed to accept the Invitation to Tender document for the Church Lane car park drainage project, subject to advice from Cllr Springett, this was seconded by Cllr Ash and resolved with all in favour.

Cllr Springett proposed to accept the cost from Secure Tech Systems of £200 to install the software on new laptops and provide training and to install a new SIM router and ariel for the car park CCTV, £19 per month for a new, more suitable SIM & router, with £40 upfront cost to EE and £180 per year for annual maintenance contract. This was seconded by Cllr Pottage and resolved with all in favour.

Cllr Pottage proposed BPC contribute £800 towards the cost of £1459.00 to replace a resident's fence which was damaged due to a fallen tree and overgrown vegetation from Meadow Bank, this was seconded by Cllr Ash and resolved with 9 in favour and one abstention.

Cllr Pottage proposed to accept the cost of £295 +VAT from Warings to clear the Ragstone Road footpath, this was seconded by Cllr Ash and resolved with all in favour. This will be added to the annual Ground Maintenance contract going forward.

- d) Reports from members of the Council for outside bodies: Cllr's Ash and Turner attended the KALC meeting but there was nothing that related to Bearsted. Cllr Turner mentioned the park & ride, Cllr English confirmed an alternative proposal had been put forward but could not meet the budget requirements.

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

a) Resolution to approve/ratify quotations or payments:

- i. Playdale: Cllr Hall proposed to ratify the cost of £125.10 for the new toddler swing at the BWT, this was seconded by Cllr Ash and resolved with all in favour.
- ii. Safeplay: Cllr Hall proposed to ratify the cost of £633.60 inc.VAT for repairs to equipment at the BWT, this was seconded by Cllr Springett and resolved with all in favour.
- iii. Maidstone Tree Surgeons: Cllr Hall proposed to ratify the cost of £264 to cut back the larch tree over hanging the cricket green, this was seconded by Cllr Ash and resolved with all in favour.
- iv. Green Barnes: Cllr Hall proposed to ratify the cost of £222.54 inc.VAT for a replacement post for the damaged noticeboard at the Holy Cross church, this was seconded by Cllr Ash and resolved with all in favour.

b) Grants and Donations: There were no applications to consider.

c) Authorise payments:

- i. Cllr Hall proposed to ratify the August payments, this was seconded by Cllr Smith and resolved with all in favour.
- ii. Cllr Hall proposed to approve the September payments, this was seconded by Cllr Smith and resolved with all in favour.

d) Finance reports: Cllr Hall proposed to accept the reports, this was seconded by Cllr Springett and resolved with all in favour.

e) Balance of bank accounts: Cllr Hall proposed to accept the balance of accounts, this was seconded by Cllr Springett and resolved with all in favour.

Cllr Hall requested the Council revert to item 7b to discuss:

7b. KCC lease and Rent Review: Cllr Hall explained the Lease Working Group have initiated a conversation with KCC to purchase the land at Madginford Hall. Cllr English proposed this item is referred back to the Lease Working Group to prepare a proposal to put to KCC. This was seconded by Cllr Waters and resolved with all in favour.

9. **Polices**

- a) Environmental & Sustainability Policy: Cllr Hall proposed to adopt the policy with one slight amendment to remove the second mention of single use plastics. This was seconded by Cllr Smith and resolved with all in favour.
- b) IT Acceptable Use & Social Media Policy: Cllr Hall proposed to adopt the policy, which was seconded by Cllr Springett and resolved with all in favour.
- c) Village Green Policy: Cllr Hall proposed to adopt the policy with a few wording amendments, this was seconded by Cllr English and resolved with all in favour.

10. Future Agenda Items

Policies

KCC lease and rent review

Standing items

11. Date of the next meeting: Tuesday 14th October 2025

There being no further business to transact, the meeting closed at 20:25 hrs

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