

BEARSTED PARISH COUNCIL

Minutes of the Full Council meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise, Bearsted on Tuesday 7th May, 2019 at 7:30pm

Present: Cllr Michael Bollom (Chair)
Cllr Fabienne Hughes (Vice Chair)
Cllr Richard Ash MBE
Cllr Denis Spooner
Cllr Suzanne Camp
Cllr Helena Goodwin
Cllr Jon Hughes
Cllr Frank Jagger
Cllr Pat Marshall MBE
Cllr Jo Tribley

Also in attendance Assistant Clerk Erin Sugden, Admin Assistant Emma Hull, Ward Councillor Springett, Deputy Editor Doug Kempster from the Downs Mail and KM Correspondent Rosemary Pearce.

Reports from members of the Public

There were no reports from the public.

1. Declarations of intention to record

A declaration to record the meeting was made by the Chairman.

2. Apologies and absences.

Apologies received and accepted from The Clerk.

The Chairman thanked all retiring Councillors for all their hard work over the past years.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

Declarations of interests were received from Cllr Ash and Cllr Marshall in regards to item 12, Madginford Hall Car Park.

4. Submission of elected Councillors Acceptance of Office.

Councillors submitted Disclosure of Pecuniary Interest form (to be returned to the monitoring officer), Declaration of Acceptance of Office and Data Protection Legislation Form.

5. To resolve to go into closed session and to exclude the press and the public at item 23 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) for consideration of HR matters and legal matters.

6. Minutes of the last meeting.

The minutes of the meeting of the Full Council on the 2nd April 2019, were agreed as a true record and duly signed.

7. Matters arising from the last minutes and action points.

Assistant Clerk to update the council on the actions from previous meeting.

ACTION: ASSISTANT CLERK

8. Reports:

Reports had been received from Borough Councillors Springett, Cuming and Spooner prior to the meeting and were noted.

Cllr M Cuming: Attended briefing of A249/Bearsted Road improvements and met with Boxley Councillors to finalise meeting with KCC about school's application at Pope's Field. Cllr Cuming also attended the Joint Transport Board & Planning Committee meeting with regards to nature reserve relocation.

Cllr V Springett: Attended briefing of A249/Bearsted Road improvements requesting weight limit and traffic calming. Pursuing 'build outs' on local roads to reduce speed of traffic. Reports of disappointment of the plans to go ahead with schools at Pope's Field.

Cllr D Spooner: Met with Boxley council regarding the schools at Pope's Field. Attended 3 planning meetings, Full MBC meeting and Maidstone Joint Transport Board

PCSO, Zoe Turner : Bearsted remains fairly low in crime levels but PCSO continues to provide a visible presences around the Parish. Visits have been made to the victims of burglaries and information shared with the community about how to keep safe.

Community Warden, Sally Williams: Dealing with unwanted door-to-door sales people in the Parish, visited residents who are deemed vulnerable, attended clubs and groups to raise awareness of different issues and support available. Arrangement for the removal of cones and highways signs left after works had finished.

9. Committee Meeting and Working Group Reports.

Reports from all Committees:

Finance and General Policy Committee: Cllr Goodwin reported back that policies have been looked at; tenders for Church Lane Car Park submitted and discussed, charges for Playscheme 2019 agreed.

Planning Committee: A meeting between Cllrs Hinders (Boxley) Cllr Bollom and Cllr Jagger took place and a letter will be sent out to residents in Boxley about Popes Wood. It is felt that a similar letter would be of benefit to Bearsted.

Environment Committee: Cllr Jon Hughes reported many of the actions are being dealt with and happy with the Car park resurfacing to go ahead.

Events Working Groups: Playscheme to arrange a meeting, Fireworks planning is underway, Market on the Green: Over 1000 people attended on Sunday and over £500 was raised for 'Raise the Roof'.

Reports from members of the Council for outside bodies:

KALC: Cllr Ash reported about the meeting attended, various training on offer in the coming months, KALC's requests to MBC for cheaper parking was turned down, Landscaping in Maidstone need to be improved, and woodland areas may be allocated more Parish Service Scheme funding which might be something the council look in to with Meadow Bank.

10. Finance

- a) Resolution to authorise payments. It was agreed that payment approvals will be completed via email this month due to some errors on the statement.

- b) Income and Expenditure Reports- Reports were circulated prior to the meeting and noted.
- c) The balances of bank accounts and associated statements were circulated prior to the meeting and noted.
- d) Grants and Donations requests: None received for this month.
- e) Agree earmarked reserves: Deferred to Finance committee.
- f) Recommendation and approval for Church Landway Car Park resurfacing tender-
Four companies submitted tenders ranging £30-37k. Finance recommended CW Surfacing who quoted £29,500+VAT, a motion was carried unanimously. All Clubs and the Church will need to be contacted to work out a suitable date for works to be carried out.

ACTION: ASSISTANT CLERK

- g) Bollard replacement costs for Bell Lane- Deferred to Environment Committee
- h) Renewal of Assistant Clerk's SLCC membership- All councillors voted in favour. Vote taken to allow the Assistant Clerk to take on the duties of the Clerk while the Clerk is on sick leave. All councillors voted in favour.

11. VAT Registration update:

Advice has been sought from HMRC, KALC and our Independent Internal Auditor. There are specific rules for Parish Councils regarding VAT. The £85K exemption for businesses does not apply. There are 6 areas that the Council earns income from, any of which might be subject to VAT. Recommended that the Finance Committee takes this forward, and seeks professional advice if considered necessary.

ACTION: CLLR JAGGER

- 12. Parish Council car park spaces at Madginford Hall:** The Parish Council will pursue the request for an additional space to be taken back from the Pre-School for the use of visitors to the Parish Office. It is understood that discussions are ongoing between Madginford Hall Committee, KCC and Madginford School with regards to the allocation of parking spaces.

13. Declaration of eligibility to use the General Power of Competence

With the Parish Council now having two thirds of voted members and its Clerk holding CILCA the Parish is able to use General Power of Competence for the next term.

14. Policy review:

It was recommended that the policies go back to the Policy and Finance committee for review.

15. Correspondence

Parking on Ware Street – Cllr Jagger put forward a plan for parking, yellow lines and a pedestrian crossing. Cllr Jagger requested that he be allowed to approach KCC for guidance on the proposal before a public consultation. It was agreed with 9 in favour and 1 abstention.

ACTION: CLLR JAGGER

Traffic calming and planning applications: Roseacre Lane – A resident wrote requesting a meeting to support concerns about increased traffic through the

Parish and the impact further housing will have on our roads. The Clerk will write to resident.

ACTION: ASSISTANT CLERK

Filming at Church Lane Car Park- Local production wish to film in the Car Park. Clerk to respond to grant permission.

ACTION: ASSISTANT CLERK

- 16. Planning Application 19/501600/OUT** – Cllr Tribley put together a report outlining concerns about the development and highlighted objections need to be submitted by 8 May 2019. It was agreed with 9 in favour and 1 abstention to send the objection.

ACTION: ADMIN

- 17. Future Agenda items**
No future agenda items were highlighted

- 18. Downs Mail:**
Mynn Awards
Playscheme

- 19. Details of next Meeting:** Tuesday 4th June 2019

There being no further business to transact, the meeting closed at 21:36 hrs and went into closed session to discuss item 20.

20. CLOSED SESSION:

- a) Meadowbank
- b) Smarts Cottages
- c) Assistant Clerk's overtime hours
- d) HR matters

Signed



Erin Sugden, Assistant Clerk to Bearsted Parish Council.
8st May, 2019