

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Present: Chair Cllr. Mrs. P. Twaites; Vice Chair Cllr. Mr. B. Clarke;
Cllr. Mr. D. Clack; Cllr. Ms. J. Collins; Cllr Mr. A Dwyer; Cllr. Mrs. S. Hickman;
and Cllr. Mr. D. Priestley.

Clerk: Mrs. T. Hudson

In Attendance: SBC Cllr. Monique Bonney and PCSO Josh Marshall.

Members of the public: Six members of the public were present.

1. Apologies

Apologies were received from SBC Cllr. Andrew Bowles.

2. Declaration of Members' personal and prejudicial Interests

An interest was declared by the clerk in respect of the Post Office.

Members signed the Declaration of Office form and submitted it to the clerk.

3. Declaration of any intent to record or film the PC meeting by any member of the Council or member of the public

No declaration of intent was made.

The duration of the meeting was two and a half hours.

4. Election of Officers

4a. Consideration of proposal for joint Vice Chair

Councillors discussed by e-mail prior to the meeting whether to accept the proposal for the PC to have two Vice Chairs. The Chair explained that a precedent has been set previously, and that the PC would like to recognise the contributions both Cllr. Collins and Cllr. Clarke have made, and continue to make, to the community.

The PC agreed unanimously to the proposal.

4b. Election of Chair and Vice Chair

Nominations were put forward by e-mail prior to the meeting for the positions of Chair and Vice Chair. Each nomination was supported by 6 votes.

Chair: Cllr. P. Twaites - Proposed by Cllr. S. Hickman.
Seconded by Cllr. A. Dwyer.

Co-Vice Chair: Cllr. B. Clarke - Proposed by Cllr. P. Twaites.
Seconded by Cllr. J. Collins.

Co-Vice Chair: Cllr. J. Collins – Proposed by Cllr. B. Clarke.
Seconded by Cllr. A. Dwyer.

5. Elect Councillors to roles

Cllr. Penny Twaites Representative to the Governing Body of Bredgar School; Responses Planning Applications; Local Plan.

Cllr. Brian Clarke IT; Local Plan; KALC; KCC Highways and Community Emergency Officer.

Cllr. Jane Collins Post Office Support; Village Hall Representative and Local Plan.

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Cllr. Dick Clack	KALC; Pest Control; Footpaths and Parks & Gardens.
Cllr. Susie Hickman	Thatcher and Eleemosyary Charities Representative and Parks & Gardens.
Cllr. David Priestley	Pond Warden; Pest Control and Heritage.
Cllr. Andy Dwyer	KCC Highways and Security (including Police Liaison and fly tipping reports).
Teresa Hudson	Website.

PCSO Josh Marshall arrived at 8pm.

6. Minutes of the previous meeting held on 15th February 2017

The Minutes of the previous PC meeting held on 15th February 2017 were read and formally approved by the Parish Council. They are now available on the Parish website. Proposed by Cllr. D. Clack, seconded by Cllr. D. Priestley.

They were signed by the Chair at the end of the meeting.

Matters Arising

Dog loose in Swanton Street

It was reported that the dog running loose was caught and has now been treated and is up for adoption.

All other matters are covered by the agenda.

7. Ten minutes representation by the public

Recreation Ground/ Cricket Club

A parishioner enquired whether the PC had any input into the proposed new cricket pavilion at the recreation ground?

The Chair replied that the PC was fully involved in the negotiations, which were nearing a conclusion. The current lease runs out at the end of 2018 but the new lease would be finalised within the next few months to enable the cricket club to access funding for the pavilion.

The parishioner asked whether the PC had any input into the design and functionality of the new build?

The Chair replied that it did, and that the new pavilion would not have a much wider use than the current one does and would still be available for the Fete and similar activities. It would have changing rooms for both sides, catering facilities and toilets. Outside hiring is not envisaged as the village hall caters for events. The PC would have no financial liabilities should the cricket club cease to exist.

Grain Store

Are there any traffic restrictions on the new grain store at Parsonage Lane?

The Chair replied that the grain to be stored was limited to that grown in Kent. A tighter restriction had been proposed by BPC and rejected by the planning committee.

Bredgar Farmshop

A parishioner thanked the PC for its assistance in enabling the new owners of the Farmshop to become established.

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

PCSO Report

PCSO Josh Marshall informed the meeting that he would be leaving to take up a post as a Police Constable in 17 days time. It is hoped a replacement PCSO will take over quite soon following his departure.

A discussion followed concerning travellers, which have moved onto a property at Swanton Street. Parishioners who experience any trouble are advised to call 101, or in the case of an emergency, 999. The police cannot react if there are no complaints.

Cllr. Monique Bonney informed the meeting of a policy from Carlisle Cumbria Council whereby a working protocol is set out stating which actions by the travelling and settled community would trigger a police and/or council response.

PCSO Josh advised Cllr. Bonney to write directly to Paul Addison, the District Commander at Sittingbourne Police Station suggesting a similar policy for Swale.

Parking outside Bredgar Church

The PCSO is able to advise residents on considerate parking; but parking offences have been decriminalized.

If there is an obstruction to the footpath or road, police parking enforcement can attend.

Advertising Van on the Motorway Bridge

PCSO Josh has taken photographs of the offending van on the bridge at Primrose Lane.

Excessive Speed in Swanton Street

Local residents were very concerned about continued excessive speed through Swanton Street. Local police officers attended last month to operate Speedwatch but unfortunately they came when the road was closed due to new water pipes being laid. However, they promised to return next month.

The PC thanked PCSO Josh for attending the meeting and offering advice, and wished him well in the future.

8. Authorisation of Accounts

The PC approved the accounts as set out in the meeting's agenda:

Payments:

01/12/16	Bredgar Farmshop	PO Rent	£120.00
18/01/17	Bredgar Farmshop	PO Rent	£120.00
23/01/17	Ask A Gardener	Village Maintenance	£132.00
30/01/17	T. Hudson	PC/Scanner/Software	£782.98
15/02/17	Bredgar Farmshop	Donation to Legal Costs	£500.00
25/02/17	Goldfinch Tree Surgery	Cemetery Tree Work	£1000.00
25/02/17	Cllr. D. Clack	Bench Fixings	£10.02
06/03/17	T. Hudson	Honorarium	£329.60
06/03/17	Thirsk Payroll	Payroll Preparation	£65.00
08/03/17	Bredgar Farmshop	PO Rent	£150.00
09/03/17	T. Hudson	Postage	£51.50
18/03/17	SBC	Grass Cutting	£2392.75
18/03/17	EDF	Pond Lighting	£102.22

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Receipts:

08/03/17	Bredgar Cricket Club	Grass Cutting Donation	£460.69
15/03/17	Bredgar Church	Grass Cutting Donation	£242.44
24/03/17	Bredgar Cricket Club	Donation	£43.75
26/04/17	SBC	Precept	£4807.50

The increase in rent for the Post Office from £120 to £150 per month was questioned. Cllr. Collins stated that the rent had not been raised for many years and that it was now fixed for 7 years. Proposed by Cllr. D. Clack, seconded by Cllr. S. Hickman.

9. Annual Accounts for the year ending 31/03/2016

9a. Consideration of the Statement of Internal Control (SIC)

Councillors considered the Statement of Internal Control. The PC currently has a robust system in place to control the PC finances. Councillors read the statement and resolved to adopt the SIC except for appointing a Councillor to carry out internal audit checks, instead the PC will continue to involve the whole council in the quarterly budget control.

9b. Approval of the Statement of Internal Control

The Statement of Internal Control was approved subject to the amendment of the point stated in 9a.

Proposed by Cllr. D. Priestley, seconded by Cllr. J. Collins.

9c. Consideration of the Annual Accounts by the PC

The Annual Accounts for the year ending 31st March 2017 have been prepared by the Responsible Financial Officer, Mrs. T. Hudson, and were circulated to councillors by e-mail prior to the meeting. They have been audited by BPC's Internal Auditor Mr. K. Scott and approved by the Chair.

The Chair read out the Statements as required in the Audit Commission statement.

There were no questions from councillors.

9d. Approval of the Annual Accounts by the PC

Councillors agreed the Annual Accounts and the Chair duly signed it with the unanimous approval of the councillors.

Proposed by Cllr. B. Clarke seconded by Cllr. J. Collins.

The accounts are now published on the PC website.

10. Reports from Councillors

Cllr. B. Clarke

Cllr. Clarke advocated the use of the App, Country Eye, for reporting instances of fly tipping in the local vicinity. Two recent reports of fly tipping, in Wrens Road and Bashford Barn Lane, have been reported.

Cllr. Clarke attended the recent KALC Finance meeting, and will attend the next Swale Area Committee meeting on 12th June at which Matthew Scott, the Kent Police & Crime Commissioner, will be speaking. Cllr. Bonney and Cllr. Collins are to attend as well.

Cllrs. Clarke, Collins and Twaites are to attend the Planning Enforcement/Legal Briefing on 23rd May.

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Cllr. D. Clack

Cllr. Clack also reported the fly tipping in Bashford Barn Lane, and a large lorry load of debris dumped in Lime Kiln Lane.

A contractor is due to provide a quote to repair/replace the cemetery railings. Two quotes will be sought to carry out the work.

Cllr. A. Dwyer

Nothing to report

Cllr. D. Priestley

There has been no reported problem of rats at the pond.

The railings at the edge of the pond have been damaged. Cllr. Priestley is to investigate further.

Cllr. S. Hickman

As Eleemosyary Charities Representative, Cllr. Hickman reported that, as usual, a gift of a Bible and £50 towards a new school uniform would be given to every Year 6 Bredgar school leaver at the end of term in July.

Cllr. J. Collins

A donation towards placing bollards outside the Post Office and Farmshop has been gratefully received from BIDS, who raise money each year from a music evening at Corvus, Primrose Lane. The bollards will add extra security for the premises. Cllr. Dwyer is to organise the working party to install the bollards.

Dog walkers appear to be using vast amounts of dog waste bags. Cllr. Collins is to place a note in the next parish magazine and attach advisory stickers to the bag dispensers.

Defibrillator training has taken place at the village hall. The training was very successful with a good response from residents; a report has been published in the local newspaper and the Parish magazine. The village hall is to fund further training at a later date.

The village Farmshop and Tearoom is thriving; this week saw the launch of High Tea with either tea, prosecco or champagne.

Cllr. P. Twaites

Bredgar School has been awarded a 'Good' standard from Ofsted, and 'Outstanding' on SIAMS.

The Chair, Cllr. Twaites and Headteacher, Madeleine Gower, will open the school fete on Saturday.

11. Donation for Bredgar School for use of premises

Councillors approved a donation of £160.00 for the use of the school for PC meetings.

Proposed by Cllr. J. Collins, seconded by Cllr. D. Clack.

12. Village Matters

Tree Maintenance issues

The PC discussed replacing the tree in Gore Road, which was cut down by KCC.

Councillors were unhappy that it was cut down without informing the PC and proposed that it be replaced with the same type of tree if possible. Cllr. Clarke is to enquire whether the fungus would affect a new tree if planted at that location and how long KCC guarantee the replacement tree. It is hoped that grant assistance may be forthcoming for a replacement tree.

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Speed in the Village

The Chair has spoken to and e-mailed Matthew Balfour concerning his response to the meeting about speed in the village. A response is awaited.

Following the reopening of Swanton Street, it has been noted that vehicles are speeding through the village again. The Speedwatch team is hoping to operate some sessions in the very near future.

Emergency Planning

Emergency Planning is a Kent-wide initiative for a recovery plan in an emergency.

Cllrs. Collins and Clarke have produced a draft document, which will state the procedures if an emergency should occur in the village.

Templates are provided by the Kent forum, which the PC proposes to use. Cllr. Clarke will be the Community Emergency Officer and the plan will be reviewed every year. A request for a list of people, who could provide a service such as a snowplough, etc., is to be published in the parish magazine.

When completed, the procedures will be published on the parish website, on the village facebook site and in the parish magazine.

Grass Cutting Contract

Bredgar PC took the decision to take control of the grass-cutting contract from KCC. A letter of permission has been received from KCC, which will be followed by two Purchase Orders. The PC will then receive approximately £194 and will then employ SBC to cut the grass; SBC will then charge the PC approximately £250.

Community Assets

The Chair asked Cllr. Bonney if verges in the village could be assessed as Community Assets? This follows the proposed selling off of land adjacent to 9 Gore Road by SBC. Cllr. Bonney could not give a definitive answer.

The issue of the pathway along Primrose Grove was raised. The pathway stretches along the boundaries of the 14 properties and is supposed to be maintained by Amicus Horizon but is in a poor state of repair. Two properties appear to have incorporated the pathway into their garden. The PC agreed to take no further action at present but would review at a future meeting.

13. Planning Matters

Local Plan

The final version of the Local Plan is due to be published just after the Local Election on 8th June. It will then be reviewed by SBC. It is not known how or whether any KSP expansion or proposed junction 5a of the M2 is incorporated in the Plan.

Blind Marys

The Brazil site has not been inhabited since last autumn; however, another family has been residing there sporadically. This is in contravention of the specific criteria for residence, which states that only the Brazil family can reside at the site. Graham Thomas is to be consulted.

Deans Bottom

The resident of the mobile home at Deans Bottom has made an appeal.

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Tuesday 16th May 2017 at 7.30pm

Thatchers

The PC was informed of a large building being built at Thatchers. Peter Hinckesman had told the owner of the property that planning permission was not required, however, it is thought the building is much larger than proposed. Cllr. Bonney is to investigate.

14. Cricket Lease Update

Negotiations on the new cricket club lease are nearing completion. Boundary maintenance is being discussed, with the cricket club being responsible for the hedge along Gore Road. A final version of the commercial terms for the lease will be circulated to councillors when agreed.

Land behind the pavilion needs to be cleared of bushes and shrubs. The PC is prepared to share costs with the cricket club.

15. Any other business

Cllr. Clarke informed the meeting that the roses planted in the spring in the Jubilee Garden are in bud. A request will be made to the gardener to weed the bed.

A copy of the Bench Policy has been sent to Bredgar Church as requested.

16. Date of next meeting

The next PC meeting will take place on Tuesday 15th August 2017.