

**IWADE PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**

**Held on Tuesday 12<sup>th</sup> May, 2009**

**Present:** Cllr. P. Fearn (Chairman) Clerk  
Cllr. B. Groves (Vice Chairman) Borough Cllr. B. Stokes  
Cllr. P. Wilks 10 Parishioners  
Cllr. D. White  
Cllr. J. Gregory  
Cllr. A. Hurrell  
Cllr. D. Manning  
Cllr. P. Hyde  
Cllr. J. White

1. Welcome and Apologies for Absence

Members and Parishioners welcomed. No apologies received.

2. Election of the Chairman and upon Election signing of the Acceptance of Office

Cllr. Fearn stated that he did not wish to stand for re-election as Chairman. Cllr. Manning was proposed by Cllr. White and seconded by Cllr. Groves. Cllr. Manning, having been duly elected as chairman then signed the Acceptance of Office.

3. Election of Vice-Chairman and upon Election signing of Acceptance of Office

Cllr. Groves commented that he was sorry to see the Chairman, Cllr. Fearn, go and he would like to stand down as Vice-Chairman. Cllr. Hurrell proposed Cllr. D. White as Vice-Chairman, Cllr. Gregory seconded. Cllr. D. White, having been duly elected as Vice-Chairman then signed the Acceptance of Office.

Cllr. Wilks thanked Cllr. Groves for all his hard work and referred to the tough time he had had recently. He also thanked Cllr. Fearn for all his hard work and mentioned that he had stepped down as Chairman due to current events having an adverse affect on his health.

4. Election of Members of Committees

Members agreed to represent the Parish Council on the following Committees/bodies:

K.A.L.C. (Swale Branch):	Cllrs. Manning and Fearn
I.P.C. Planning Committee:	Cllrs. Wilks, Manning, D. White, Fearn and Gregory
Village Hall Committee:	Cllrs. Gregory and Hurrell
Parks and Play Areas:	Cllrs. Hyde and Hurrell
I.P.C. Finance Committee:	Cllrs. Manning, White, Wilks and the Clerk

5. Declarations of Interest

Cllr. J. White and Cllr. Hurrell declared an interest in the Helen Thompson/Woodpecker Drive development. Cllr. D. White and Cllr. Fearn declared an interest in the Hillreed development.

6. Minutes of the previous Meeting

Agreed, with the following amendment:

Item 9: The Parish Meeting and Annual Parish Council Meeting will not take place on the same night (12<sup>th</sup> May) due to the length of the Agenda for the Annual Meeting. The Parish Meeting will now take place on Friday 15<sup>th</sup> May, commencing at 7.30 p.m., in the Village Hall.

7. Matters Arising from the Minutes

Cllr. Hyde pointed out that the pillars on the Grovehurst Road bus stop were not in line with the brickwork. Clerk will be meeting with a representative from Wards on Wednesday 13<sup>th</sup> May to discuss the handover of bus stop and will point out this defect. She will insist that this fault is remedied before the bus stop is handed over the Parish Council.

*Action: Clerk*

Cllr. Hurrell is still trying to contact Graham Tuff regarding the Community Orchard Project; she will report back to members at the next meeting. Councillors agreed that the project was very exciting. Cllr. Wilks reminded Members that the park is not owned by Swale B.C.

*Action: Cllr. Hurrell*

Cllr. Gregory informed Councillors that a Broadband Committee, comprising 10 members (including herself) has now been formed and that the first meeting will take place next Tuesday, 19<sup>th</sup> May. The Committee is communicating with the gentleman from K.C.C. (Nicola MacKenzie is co-ordinating) and the whole thing is rapidly moving on.

8. Visitors/Public Time

**Borough Cllr. Ben Stokes** – had no news to give to the Parish Council. Cllr. Fearn asked him if there were any updates on adopted roads – he responded none at the moment.

He mentioned a planning application relating to land adjacent to Helen Thompson Close and Woodpecker Drive which might be submitted in July. Councillors raised the question as to why the Southern Water Authority had not adopted the sewerage pipes and it was agreed to discuss this when the above planning application appears. Cllr. Fearn related an incident on the 3<sup>rd</sup> May when sewerage was discharged into the stream from an overflow pipe. He reported the matter to S.W.A. but has heard nothing further since. He was also concerned because the land on the corner of School Lane and Ferry Road (pipes from the pumping station run under this land) is subsiding. It was suggested that the Parish Council write to the Environment Agency and S.W.A. expressing concern over the sewerage discharge and requesting a site meeting. Correspondence to be copied to Derek White M.P. and the Planning Officers.

*Action: Clerk*

**PSCO Lindsey Woods** sent her apologies and asked Cllr. Gregory to report on the following:

At the PACT meeting on the 21<sup>st</sup> April three priorities were set –

1. Litter and fly-tipping
2. Anti-social behaviour
3. Parking issues

She will try and get graffiti removed, however at the moment one of the machines is broken. Children have put graffiti on the bus stop and she will be approaching parents to deal with this. The telephone number for anti-social behaviour is: 01795 477055.

The dog waste bin located in the village centre is not being emptied, possibly because the bin has been relocated. It was also felt that extra litter bins were needed in the village. Clerk requested to contact Swale B.C./contractors to try to resolve both issues.

*Action: Clerk*

**The Community Warden** did not attend.

9. Correspondence

Proposed re-location of school ‘Keep Clear’ markings, School Lane – Parish Council object to this proposal.

*Action: Clerk*

Noted letter from K.C.C. advising the Parish Council that Iwade’s new Community Warden, Julia Warner’s training period will be completed on the 11<sup>th</sup> May. She will then be mentored by Dave Davis.

Electronic communication on Public Path Orders and Definitive Maps – in future all correspondence will be in the form of e-mails.

Freedom of Information Act – a CD giving guidelines on the act has been received by the Clerk and is available for Councillors to view. Cllr. Fearn asked if he could have the CD and it was handed over to him.

Public Sector Equality Duties – letter notifying of the forthcoming Equality Bill circulated to all members.

10. Village Centre – provision of vehicular barrier or Bollards across the entrance to public footpath at rear of car park.

Cllr. Gregory reported that it had been brought to her attention that vehicles were using this footpath as a short cut from the village centre to Dunlin Walk and residents have asked if a bollard can be installed at each end of the pathway to prevent this. Children use this footpath for access to and from the school. Clerk to write to Wards Homes asking for their assistance in this matter.

*Action: Clerk*

Whilst discussing this issue members raised the problem of the sight line being obscured by a bush on the corner of School Lane/The Street (part of the landscaping of the village centre). Clerk to contact management group to see if the bush can be cut back.

*Action: Clerk*

11. School Lane Recreation Ground

The Chairman originally volunteered to look at grass cutting and the white lining costs. The ground in the main is used by the Iwade Herons and he thought it not unreasonable to ask this club to bear the cost of the white lining, with the Parish Council continuing to hire contractors to cut the grass – agreed.

*Action: Clerk*

The Chairman would also like to see part of the field used as a cricket pitch, with the ultimate goal of forming a junior cricket club. Cllr. Fearn suggested that perhaps the cricket club could be sited in the new development near the Medical Centre.

12. Village Lighting Update

No further update on the issue of the lighting grant.

Clerk advised that she had only been able to locate one quote from a company called ‘PFL’ in respect of maintenance of the Parish lighting. She has taken advice from K.A.L.C. who suggested contacting Invicta Lighting (BES Ltd) and EDF (they may continue their previous service) for two further quotes. Clerk instructed to obtain two further quotes.

*Action: Clerk*

13. Village Clean Up Day

Cllr. Hyde circulated a report on last year’s Clean up Day and a list of arrangements for this year’s day, which will take place on Saturday 13<sup>th</sup> June, 2009, between 10.00 a.m. and 2.00 p.m. Once again the aim is to involve as many individuals, groups, clubs, and organisations as possible. Cllr. Hurrell has already contacted several organisations and will get in touch with Ann Ryman of Swale Borough Council to arrange for the collection of all rubbish. Local businesses will also be approached to see if they will help.

The Clerk was asked to approach the school to see if the children could be involved; the 11<sup>th</sup> June was suggested as a ‘clean up day’ for the school grounds.

Clerk volunteered to approach K.C.C. to see if they will reinstate the gate and sign at the entrance to the village near to the Medical Centre

*Action: Cllrs. Hyde/Hurrell and Clerk*

14. Planning

**Iwade Development Brief:** Cllr. Wilks is still looking at the Briefs submitted by Ward Homes and Hillreed Homes to Swale Borough Council. Agreed the response to be discussed at a meeting of the Planning Committee.

**SW/09/0202 - Mobile Home, Plantation Lodge Farm, School Lane, Iwade – Refused**

**SW/07/1179 – Appeal by E.H. Nicholls Holdings, Ltd., Site at Pheasant Farm, Iwade – appeal dismissed.**

**SW/09/0296 – 4 Internally Illuminated Building mounted signs 3 x 9m high flagpoles, Plot 1 Kemsley Fields, Barge Way, Sittingbourne –** Very little information contained in the document – Cllr. Wilks to investigate as Members are concerned with the visibility/light pollution aspects of this application, Clerk will then respond.

*Action: Cllr. Wilks/Clerk*

**SW/09/0021 – Fenced Inn Ltd., Land adjoining Marshbank Industrial Estate, Raspberry Hill Road, Iwade.** An appeal has been lodged against Swale Borough Council's decision to refuse planning permission. The Parish Council's previous response to this application will be taken into account by the Planning Inspectorate.

**SW/09/0371 RDM – New Garage, 12 Ferry Road, Iwade – no objection by the Parish Council.**

**SW/09/0019 – Appeal – APP/V2255/A/09/2102525/WF Hillreed Homes,** one detached dwelling and garage, land at Kingfisher Close, Iwade. An appeal has been lodged against Swale Borough Council's decision to refuse planning permission. The Parish Council's previous response to this application will be taken into account by the Planning Inspectorate.

**SW/03/0981 AJJ – Erection of 27 homes, Land to the east of The Street, Iwade - Withdrawn - noted.**

**SW/08/0116 AJJ – Demolition of existing dwelling and outbuildings and erection of 23 dwellings, new vehicular and pedestrian access and associated landscaping - Land to the west of The Street, Iwade - Withdrawn - noted.**

**SW/05/0246 AJJ – Listed building consent for basic repairs to make the existing listed barn weathertight and structurally sound - Land to the east of The Street, Iwade - Withdrawn - noted.**

**SW/05/0245 AJJ – Residential development of 27 houses, open space and church car park - Land to the east of The Street, (Phase 7), Iwade - Withdrawn - noted.**

15. Finance

**Internal Auditor –** Clerk advised that she has written to the existing Auditor, Stephen Parkins, terminating his contract with the Parish Council. He in turn has written requesting payment of his outstanding account. Clerk instructed to bring up payment at the next meeting.

*Action: Clerk*

**Parish Precept 2009/10 –** Letter received from Swale Borough Council indicates that the Parish Precept has been increased by £399 (this was not at the request of the Parish Council, nor with its knowledge) to address the shortfall with the parish lighting expenses. Councillors to consider writing to the Local Council Ombudsman regarding this issue and the Clerk was asked to put this item on the June agenda for discussion by Members as they do not want this to occur again.

*Action: Clerk*

**Stiddard Forbes, Accountants** – have been engaged to calculate the Clerk’s wages and Income Tax payable. The cost per month is £5, plus £75 at the end of the year to produce form P11. Each month the firm will produce a wage slip and submit a print out of the calculations. They have already set up the Parish Council as an employer with the Inland Revenue. Members agreed that in light of the current situation this was the correct way forward and suggested using this firm to undertake the same tasks if a village handyman is employed by the Parish Council.

**Letter to Bank advising of appointment of new Clerk** – agreed – and to point out in letter that Clerk is not authorised to sign cheques or mandates on behalf of the Parish Council.

**ROSPA Report on School Lane Playing Field** – Cllrs. Hurrell and Hyde to look at document and report back at next meeting.

*Action: Cllrs. Hyde and Hurrell*

**Village Handyman** – Members agreed that a Handyman be taken on to carry out general repair tasks, possibly including grass cutting, throughout the village as and when required. Clerk instructed to advertise the position.

*Action: Clerk*

**‘Local Council Administration’ Handbook** – Agreed to purchase the new 8<sup>th</sup> Edition. Advised by KALC that the possible cost will be £59, plus £4 postage and packing - this might be less if they receive enough orders to negotiate a greater reduction in price.

*Action: Clerk*

**Society of Local Council Clerks** – Agreed it will be beneficial for the Clerk to join this Society for a year, at a cost of £94. Proposed by Cllr. D. White, seconded by Cllr. Fearn.

*Action: Clerk*

**Cheques raised at this meeting:**

<b>Chq.</b>	<b>Date</b>	<b>Payable to</b>	<b>Amount</b>
1209	12.05.09	P. Wilks – Photocopying expenses	£23.04
1210	12.05.09	Lynda Fisher – Stamps, Ink cartridges and stationery	£65.63
1211	12.05.09	Lynda Fisher – Wages 6.4.09 to 1.5.09	£323.00
1212	12.05.09	Inland Revenue – Tax due 6.4.09 to 1.5.09	£80.60
1213	12.05.09	P. Fearn - Chairman’s Expenses April	£20.00
<b>Five cheques in total.</b>			

16. Meetings

Agreed meetings of the Parish Council will take place on the second Tuesday of each month, at 7.30 p.m., in the village Hall. The next monthly meeting will be on Tuesday 9<sup>th</sup> June, 2009, commencing at 7.30 p.m.

**The meeting closed at 10.10 p.m.**