

IWADE PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 13 September 2023

<u>Present:</u>	Cllr. A. Dollimore	Cllr. R. Langham
	Cllr. S. Tolhurst	Cllr. S. Fuszard
	Cllr. S. Lancashire	Cllr. T. Guest
	Cllr. P. Hyde	County Cllr M. Baldock
	Cllr. B. Whiting	Samantha Gray, Clerk
	Cllr. R. Stalley-Moores	2 Residents

1. Welcome and Apologies

The Chair welcomed everyone to the meeting; apologies received from Parish Cllrs. S. Waters and D. Waters, Borough Councillor Lloyd Chapman and PC Jez Chittim.

2. Declarations of Interest and Dispensations

None.

3. Minutes of the Previous Meeting

Proposed by Cllr. Whiting and seconded by Cllr. Langham, the minutes of the Parish Council Meeting held on 12 July 2023 were agreed and signed by the Chair as a true record.

4. Visitors/Public Time

1. Visitors:

A resident enquired about past planning application; 22/505777/FULL: Section 73 - Application for removal of condition 21 (Dwellings approved shall be provided for and occupied by persons of 55 years of age or over) pursuant to 19/505215/FULL for Erection of 14 bungalows and chalet bungalows, which will provide age-restricted general market accommodation for those over the age of 55, together with 21 communal car park spaces and amenity space. The Parish Clerk will forward information about how to comment on this application. **Action: Clerk**

A resident advised they would like to discuss the litter issue in the village square which is scheduled later on the agenda, item 7.1.

2. County and Borough Councillors – County Cllr. M. Baldock advised the following:

The KCC budget is very tight and is concerned about how they will continue to run.

Arranging a Swale West Parishes meeting in November.

Brogdale who provide youth facilities would like to put together some events for the Christmas and New Year period, however Swale have no funds to support this, and enquired whether Parishes would like to fund this together. Cllr. Baldock will forward further information to the Parish Council.

Swale Borough Council are planning to reduce grass maintenance to one cut a year. They will produce a list of land owned in each Parish, and the Parish can apply to pay for an extra cut. This will come into effect in 2024.

Relating to agenda item 5.1 – A gated public right of way in Murston was agreed but cost the resident £12,000. The Clerk will keep Cllr. Baldock updated. **Action: Clerk**

3. Community Warden/Police Constable –

No report received from the Community Warden.

A comprehensive report was received from Police Constable Jez Chittim and was circulated to all council members.

5. Matters Arising from the Minutes

1. **To discuss the ASB & Crime issues relating to the PROW between Springvale and Sheerstone –**
The Clerk circulated information to council members before the meeting, advising the Antisocial Behaviour Officer at Swale Borough Council explained that to close a public right of way with gates a Public Spaces Protection order is needed. PC Jez Chittim advises residents should report all incidents of antisocial behaviour and crime to Kent Police. PC Chittim has been patrolling the area and has spoken to residents. Council members agreed to keep this item on the agenda. **Action: Clerk**

2. **Concrete bollard for junction of Grovehurst Road/Ferry Road (Telly Tubby Hill) –** Council members discussed whether to install a concrete bollard to prevent the lamp post from being damaged again. All agreed not to proceed with this.

6. **Planning** – applications are viewable on: Swale: <http://pa.midkent.gov.uk/online-applications>; KCC: <https://cloud2.atriumsoft.com/KCCePlanningOPS/searchPageLoad.do>

1. **23/503495/FULL:** Erection of a single storey side extension and new front porch. 69 Stangate Drive Iwade Sittingbourne Kent ME9 8TQ. Council members discussed and advised no comments.

2. **23/503623/FULL:** Demolition of the conservatory, erection of a single storey rear extension and partial conversion of the store room into habitable living space. 24 Sheerstone Iwade Sittingbourne Kent ME9 8RN. Council members discussed and advised no comments.

7. Correspondence

1. Litter - Iwade Village Centre

a) **2 minute litter pick – Cllr. Stalley Moores email 10.07** – Council members discussed the scheme which costs up to £500. All members agreed this is too expensive and agreed to create their own scheme by purchasing litter pickers and hi-viz vests which could be loaned to residents on request. Swale Borough Council supply blue waste bags and will collect them free of charge.

Action: Clerk/Cllr. Stalley-Moores

b) **E-mail from First Port 10.08 re contacting local businesses** – Cllr. Fuszard volunteered to speak to the Nisa shop to discuss emptying the bins in the village centre.

Action: Cllr. Fuszard

2. ROSPA Village Hall Garden Safety Inspection:

a) **Advised inspection of trees by trained tree surgeon** – Noted by council members.

b) **Fencing and gate repairs or replace** – Members agreed the gate needs to be repaired and will source a quotation.

Action: Cllr. Dollimore

3. **Defibrillators – email 01.09** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, council members agreed to purchase a defibrillator and heated outdoor cabinet, at a cost of £1,195.00p plus installation, and would like to install this at the village hall because the area is central to the village.

Action: Clerk/RFO

4. **CCTV Update** – CCTV cameras have been installed in the village and monitored by the control room at Swale Borough Council, with a direct link to Kent Police. The control room have reported they are receiving good images and have invited council members to visit them at Swale House.

5. **Consultation Emerging Local Transport Plan – email 07.08. Deadline 18th September** - Noted by council members who agreed to make individual responses.

6. **Consultation Kent Community Warden Service Review - email 07.08. Deadline 3rd October -**
Noted by council members who agreed to make individual responses.
7. **Consultation National Highways and Transport Survey - email 07.08. 29th February 2024 -** Noted by council members who agreed to make individual responses.
8. **Request for 2 x Salt Bins for Iwade Village Hall** – Council members asked the Clerk to find out the cost and enquire if a grant towards the cost is available. **Action: Clerk/RFO**
9. **Update from Southern Water re water leak on Ferry Road** – The Parish Council received an update from Southern Water on 1 September, advising they will commence leakage detection and keep us updated on their progress. Despite asking for an update Southern Water have not been in contact. Council members are concerned about the health and safety risk of the area and asked the Clerk to chase Southern Water again and state their concerns. **Action: Clerk**
10. **To discuss preserving the green space in Sanderling Way** – A resident contacted the Parish Council regarding preserving the green space in Sanderling Way. The Clerk contacted Swale Borough Council who advised the area is designation and was transferred to the borough as public open space. Therefore the area would be safe from property development.

8. **Finance**

1. **Gala Lights – Quote to Extend Christmas Tree Lights** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, council members accepted the quote to extend the Christmas tree lights at a cost of £1,360.00p + VAT. The Parish council will apply for a grant from Borough Cllr. Baldock towards this cost. **Action: Clerk/RFO**
2. **Domain name renewal** – Proposed by Cllr. Stalley-Moores and seconded by Cllr. Whiting, council members agreed to appoint ADM Computing as the registrar for our domain name for 2 years at a cost of £155.00p plus VAT. This was carried out urgently in July due to the renewal deadline.
3. **Foxit PDF editor for the Clerk** – Proposed by Cllr. Fuszard and seconded by Cllr. Langham, council members agreed to purchase Foxit PDF editor for the Clerk in July, at a cost of £168.62 + VAT. This was needed urgently for the new lap top.
4. **Festive Lights BSEN load testing quote - email 27.07** – Proposed by Cllr. Lancashire and seconded by Cllr. Whiting, council members agreed to the quotation of £1,050.00p + VAT for lamp columns which require load testing for this years festive lights. **Action: Clerk**
5. **Poppy Wreath** – Proposed by Cllr. Dollimore and seconded by Cllr. Stalley-Moores, council members agreed to purchase a poppy wreath and blue ribbon, plus make a donation to the Royal British Legion, at a total cost of £50.00p. **Action: Clerk**
6. **Quotation 2 x Hornbeam Trees** – Proposed by Cllr. Lancashire and seconded by Cllr. Langham, council members agreed to the quotation of £614.40p to replace the trees that have died by the Cairn. **Action: Clerk**
7. **Quotation for Internal Audit 2023-24** – Proposed by Cllr. Hyde and seconded by Cllr. Tolhurst, members agreed to appoint April Skies Accounting for the Internal Audit 2023-24, at the cost of £355.00p plus travel. **Action: Clerk/RFO**
8. **Damaged Gateway – Grovehurst Road** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, members agreed to the quotation of £555.00p to repair the gateway. The repair was authorised to go ahead before the meeting due to health and safety concerns.

9. **Unity Bank – Remove signatory, 2 signatories to sign the form** – Councillors Langham and Whiting duly signed the Unity Bank Account Management form to remove a signatory from the account. **Action: Clerk/RFO**
10. **Introduction to Planning for Local Councils Training – Cllr. Stalley-Moores** – Proposed by Cllr. Dollimore and seconded by Cllr. Tolhurst, council members agreed to the training course for Cllr. Stalley-Moores at a cost of £19.20p including VAT.
11. **Electrical Supply Costs 2023** – Council members discussed the increasing electricity costs and considered rates offered by alternative energy suppliers, however Npower are the only supplier to offer an unmetered supply for Festive Lighting, therefore members agreed to continue with Npower for our street lighting. Proposed by Cllr. Tolhurst and seconded by Cllr. Hyde. **Action: RFO**
12. **Accounts and Cheques raised at this meeting** - Proposed by Cllr. Langham and seconded by Cllr. Whiting, members noted the budget figures and the accounts to 31 July and 31 August. The following payments were agreed, Cllrs. Langham and Whiting to log in and authorize payments. **Action: Cllrs. Langham/Whiting**

9. **Projects – Updates on Current and New**

1. **Iwade Clean Up Event 22 October** – Members discussed the upcoming event and asked the Clerk to invite local groups. **Action: Clerk**
2. **D-Day 80th Anniversary Beacon Lighting** – Council members discussed the upcoming event and agreed they will light the Beacon on the scheduled night, 6 June 2024.
3. **Christmas Event 2023** – Members agreed to hold this years Christmas event on Sunday 3 December, keeping all arrangements the same as last year. **Action: Clerk**
4. **Village Repairs:**
 - a) **Lamp column painting** – Members discussed that KCC have painted some lamp posts in Ferry Road and School Lane, but KCC have advised they do not have the budget to paint the rest this year. Members asked the Clerk to follow this up with KCC. **Action: Clerk**
 - b) **Set budget for plants and discuss maintenance plan** – Members asked the Clerk to find out the cost for plants to fill the empty planters in the village. Going forward the Parish Council will look for volunteers to maintain them. **Action: Clerk**
 - c) **Any other updates** – Members noted other areas in the village that need attention are; complete staining of planters, Grovehurst Road gateway is still overgrown, the lamp posts have not been replaced outside the village hall and on the junction of Sheppey Way/Ferry Road, the pinch point on Ferry Road. **Action: Clerk**

10. **Reports from Representatives**

1. **Hall** – Cllr. Langham reported that the outside of the village hall has been tidied, the concrete has been repaired, the lines in the car park has been re-done, a new gas metre has been installed and bookings are going well. The village hall committee are looking for trustees.
2. **KALC** – Cllr. Langham attended the recent general purpose committee meeting, and reported they have invited Sean Smith from Swale Borough Council to speak at a future meeting and are looking to invite the CEO of KALC to speak at the Annual General Meeting.
3. **Swale Western Area Committee** – Cllr. Tolhurst attended the recent Swale Western Area Committee meeting and reported that Swale Borough Council are writing a parking policy, this will include information about tariffs and timer. The following suggestions were made for inclusion to the policy:

- the inclusion of tackling pavement parking
- look at where enforcement officers visited, in particular rural areas

4. **Swale West Parishes** – No meeting held.

11. Any Other Matters Arising

Council members discussed many positive things the Parish Council have done this year and proposed to write a quarterly update to be posted in the newsletter, on notice boards, on Facebook and the Parish Council website to reach as many residents as possible. **Action: Clerk**

12. Next Meeting(s)

Friday 6 October 2023, 7.30 p.m., in Iwade Village Hall

The meeting closed at 09.33 p.m.