

STOKE PARISH COUNCIL

50 Pepys Way, Strood, Rochester, Kent, ME2 3LL



MINUTES

Wednesday 9th January 2019

The Village Hall ~ 7.00pm

Attendees:

Cllr B. Stone (Chairman)	Cllr J. Cherry
Cllr M. Elmes (Vice Chair)	Cllr G. Barron
Cllr P. Tungate	Mr R. Morrad ~ Aforementioned Clerk
Cllr R. Bridge	Mrs J. Allen ~ Clerk
Cllr G. Blackman	

Members of the public: 0

PUBLIC SESSION ~ NOT PART OF THE PARISH COUNCIL MEETING

Part A. Public Discussions

None

Part B. Public Discussions on any agenda items

None

The meeting commenced at 7.00pm

1. **Apologies for absence**

Min 1474:19 An apology for absence was received from Cllr G. Blackman, who sadly missed the last meeting, held on Wednesday the 5th of December 2018, after losing track of time at home.

2. **Declarations of any Pecuniary or Personal Interests**

Min 1475:19 It was noted that Cllr P. Tungate had an ongoing significant interest in correspondence to item 13, being a direct relative of the contractor.

3. **Minutes of the previous meeting 5th December 2018** **1455:18 to 1473:18**

Min 1476:19 The minutes of the previous Parish Council meeting held on the 5th of December, already circulated via the Clerk, Mrs. J Allen, were submitted and it was proposed by Cllr J. Cherry and seconded by Vice Chair Cllr M. Elmes that they be approved as a correct record and signed by the Chairman. This motion was resolved unanimously.

4. **Disclosure of any other business**

Min 1477:19 Cllr R. Bridge spoke and requested the Parish Council readdress the issue of parking in the village. Cllr J. Cherry also spoke and suggested the Parish Council consider advertising the upcoming elections on social media.

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The Chairman, Cllr B. Stone, also reminded the members of the 'Peninsula' protest scheduled for Saturday 12th January alongside the Four Elms carriageway.

5. Planning Applications

Min 1478:19 The planning application, MC/18/3590 and associated paperwork connected to the demolition of the existing outbuilding together with the subsidiary side and rear projections of the current public house premises and conversion into a pair of four-bedroomed semi-detached houses both with side/rear two storey extensions; construction of a detached four-bedroom house with integral single garage, 2 detached four-bedroom houses and the provision of off-road car parking, private amenity spaces and facilities at the White Horse Public House were submitted. It was unanimously agreed by all members not to submit an objection against this application.

6. Clerk's Report

Min 1479:19 The aforementioned Clerk, Mr R. Morrad, spoke to inform the members that he was going to disconnect the telephone/broadband line for Stoke Parish Council at his home office on Friday 18th January. He also advised that following Mrs J. Allen's email on the 31st of December that an alternative broadband/telephone line was going to be installed at the new parish office on Tuesday 15th January. He spoke further to confirm that in advance of his retirement at the end of January, he had already started to clear his office and in doing so he had distributed various items of paperwork into the archives for safe keeping.

The Clerk, Mrs J. Allen, spoke to confirm that she was going to be arranging a further meeting with Mr R. Morrad before the end of January to go over the last few details, to officially receive all the keys and to access the Stoke Parish Council email address – apologies were given to the members in the event of any emails that might overlap in the meantime.

7. Correspondence

Min 1480:19 Mr R. Morrad reported that there had been a few items of correspondence received since the last meeting – all items of which had been passed to the Clerk, Mrs J. Allen. These items included:

- 2 x thank you letters following the Parish Council's Donations ~ Ref: **Min 1462:18**
- A letter from Neu Connect surrounding a proposed new 'Interconnector' to be situated on the Isle of Grain
- A generic letter from Natwest surrounding overdraft charges
- A letter from the village hall committee asking for a suggested donation of £1000 ~ to be discussed in item 15
- An email from Ms E. Cutting surrounding the Peninsula PACT

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The email from Ms E. Cutting was discussed by both the Cllr G. Blackman and the Chairman Cllr B. Stone, it was requested that the Clerk, Mrs J. Allen, respond to Ms Cutting directly to confirm that there is no PACT and that this group is a Police Liaison Committee which is a closed meeting. Unfortunately, as this is a closed meeting, she would be able to attend.

8. Finance

Min 1481:19

Payee	Reference	Payment Method	Amount	Notes
Colyn Property Services	Min 1449:18	CHQ ~ 0505	£88.00	December 2018 payment (Approved but not included in December Accounts & Minutes)
Mr R. Morrad	-	CHQ ~ 0506	£1117.64	(Last month paid in advance)
Mrs J. Allen	-	CHQ ~ 0507	£416.35	
Colyn Property Services	Min 1449:18	CHQ ~ 0508	£88.00	January 2019 payment
BT Telephone & Broadband	-	DD	£46.19	
Vodafone	-	DD	£60.00	(Line installation for new Clerk)
Medway Council	-	DD	£225.00	(Car Park rent)
HMRC Tax	-	Debit Card	£279.20	
TOTAL			£2320.38	

It was proposed via the Vice Chair Cllr. M Elmes and seconded via Cllr P. Tungate that the table above, as previously circulated via Mrs J. Allen, be noted, the payments confirmed and any outstanding cheques authorised and issued. This motion was unanimously agreed.

9. Representatives reports on outside bodies

Min 1482:19 Cllr G. Blackman advised members that he attended a Police Liaison Committee meeting the previous evening (Tuesday 8th January). He confirmed that sadly there was no Police presence at this meeting however there were discussions surrounding the repair/replacement of the collapsed GPO cover along the A228, Grain Road.

No further reports were received.

10. Play Parks Contract

Min 1483:19 The Clerk, Mrs J. Allen, informed the Councillors that following Colin Davis's report on the 7th January surrounding urgent suggested repairs to the timber chain bridge toddler unit at Heron/Mallard Way, that she and the Chairman Cllr B. Stone had been liaising via email. The Chairman Cllr B. Stone advised the Clerk that he had already responded to the last email to ask that repairs be made to the play equipment as soon as possible and that a suitable replacement hard wearing wood be used in its place. He also asked the Clerk to obtain a further quote to repair/replace all the weathered wood on this item of play equipment.

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Cllr P. Tungate also reported that his Son (owner of J R Brickwork) was currently in the process of clearing the brambles at Button Drive and cutting back the branch to prevent it from hitting the bungalow's roof, following the works request order lodged in October ref **Min 1429:18**. He advised that due to the amount of work involved that the invoice might be slightly higher than originally anticipated, he confirmed however that this document would be forwarded on in due course.

11. Website / IT

Min 1484:19 The Clerk, Mrs J. Allen, spoke to advise that she had not received a copy of the December 2018 website usage report, to which Mr R. Morrad concurred. She confirmed she would chase the IT team at Medway Council for a copy of this report and circulate to all members once received.

12. Highways & Transportation

Min 1485:19 The Chairman, Cllr B. Stone, reported an issue with a sunken BT cover in Upper Stoke, heading towards Hoo.

He and various other members also reported fly tipping at:

- New Hall Farm Lane
- Hoppers Farm Road
- Cuckolds Green Road

Cllr R. Bridge requested that the gutters along the edge of Grain Road, opposite the garage in Stoke, be cleared.

Min 1486:19 Chairman Cllr B. Stone also requested the Clerk to write to Medway Council to complain in regards to the impact of Amazon lorries driving through the village and the prohibited parking of these lorries along Four Elms Hill.

13. J R Brickwork

Min 1487:19 No further requests for works were discussed / requested.

14. Village Hall Report

Min 1488:19 Vice-Chair Cllr M. Elmes spoke to advise that the Village Hall AGM was due to take place on the 18th of January. Vice-Chair Cllr M. Elmes and the Chairman Cllr B. Stone expressed concerns for the future of the Village Hall due to a depletion in bookings.

15. Budget 2018 / 2019

Min 1489:19 Mr R. Morrad, spoke and ran through each column of the budget figures for 2018/2019 and the expected figures for 2019/2020, already circulated by the Clerk Mrs J. Allen.

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The Councillors unanimously agreed that the Clerk should amend this spreadsheet to show an annual budget of £2000 towards 'Village Hall Donations' and to combine 'Play Park Repairs, Maintenance' and 'Cleaning' with an annual budget of £2975.

16. Precept 2019/2020

Min 1490:19 After much deliberation it was proposed via Cllr P. Tungate and seconded via Vice-Chair Cllr M. Elmes to increase the 2019 / 2020 Precept to £21,000. This motion was unanimously agreed with six Councillors voting in favour and one voting against.

17. Village Hall Donation

Min 1491:19 Mr R. Morrad read out loud the letter received from the village hall committee ref: **Min 1480:19**. It was proposed via Cllr P. Tungate and seconded via Cllr G. Barron to pay the Village Hall the £1000 suggested donation at the beginning of April, as to co-inside with the 2019/2020 financial year. This motion was unanimously agreed with five Councillors voting in favour and two abstaining.

18. Any other business (no votes may be taken)

Min 1492:19 Mr. R. Morrad spoke to remind the members of the upcoming election programmes. Chairman Cllr B. Stone also spoke express his gratitude to Mr R. Morrad for all his hard work as Clerk over his many years of service – this acclamation was unanimously acknowledged via all members who also thanked Mr R. Morrad independently in turn.

19. Date of next meeting

Min 1493:19 Chairman Cllr B. Stone spoke to confirm the date of the next meeting to be held at Stoke Village Hall on Wednesday 6th February 2019 at 7.00pm.

He apologised in advance that he would not be present at the next meeting due to prior family commitments.

The meeting ended at 8.40pm