

## ACOL PARISH COUNCIL

Draft Minutes of the Meeting of the Council held at the Village Hall, Acol,  
at 11.00am on 20<sup>th</sup> July 2020.

Present: Cllrs Miss S. Bransfield (Chairman), D. Hayfield, J. Inchley and Mrs. I. Osborne.

Also present: Roy Wade (Clerk) & 3 residents.

Parish Councillors expressed their deep sorrow at the passing of Norman Chidwick, who had been a pillar of the community, always there and always smiling. Our sympathies and condolences go out to his family and friends.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Reece Pugh and Trevor Roper, PCSO Ms. Debbie Forsyth and Ray Owen.

**2. MINUTES**

The Minutes of the meeting 13<sup>th</sup> January 2020 were approved and signed by the Chairman.

**3. DECLARATIONS OF INTEREST**

There were no disclosures of interest.

**4. REPORT OF POLICE/PCSO.**

No officers were in attendance to report.

**5. INTERNAL AUDIT**

Consideration of this matter was deferred until the report of the Internal Auditor has been received.

**6. COUNCIL REPORTS/POLICIES**

**RESOLVED:** That the following policies be approved and posted on the Council's website:

1. Code of Conduct
2. Statement of Intent on Internal Control
3. Complaints Procedure
4. Media & Communications Policy
5. Training Strategy
6. Health & Safety
7. Parish Council Grant Scheme Policy & Guidance
8. Staff Disciplinary Procedure, and
9. Staff Grievance Procedure.

**7. COUNCIL LAPTOP**

**RESOLVED:** That the action of the Clerk in purchasing a laptop be ratified and it be added to the asset register

**8. FINANCIAL MATTERS**

(a) **Payments Schedule – RESOLVED:** That the following report be approved and the payments made as appropriate and details noted:

<u>Chg No</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>	<u>Amount</u>
676	D.Hayfield	Laptop/ext drive	59.15	354.93*
677	Quex Estates	Lease	50.00	300.00**
678	R Owen	Set up laptop	0.00	60.00
679	KALC	Annual Sub	29.90	179.38

\*Paid 4<sup>th</sup> June 2020

\*\* Paid 4 June U/Presented

Balance at 01.07.20

£10,097.28

(b) The Clerk had no further matters to report upon.

**9. PLUMSTONE ROAD**

Councillor Mrs. Osborne reported on correspondence from Brian Whitford expressing his concerns at the traffic conditions in Plumstone Road. Cllr. Mrs. Osborne has explained the actions that the Council has tried to put in place and its frustration that Kent Highways didn't have sufficient funding to make the improvements necessary to improve the situation. Members were also advised that the Parish Council did not have the powers to undertake highway works.

**RESOLVED: That (i) the letter from Mr Whitford be noted and the Clerk advises him that the Council shares his concerns but has no powers to undertake highway improvement works; and (ii) Kent Highways be advised that 2 signs in the road have been knocked over.**

**10. CHAIRMAN'S REPORT**

The Chairman reported briefly upon the following matters:

- (a) Speedwatch. £360.00 p.a. has been requested by Speedwatch, via TRRG. When the invoice is received, we will seek clarification that the charge is pro rata for each village.
- (b) There is now a digital asset register displayed on the Parish Council website.
- (c) We have paid £250.00, plus £50.00 VAT to Quex Estates for the new 7-year lease.
- (d) Acol Parish Council is negotiating with RoSPA for annual inspections of the playground. Their service was cancelled in 2014 when Norman Chidwick volunteered. His efforts are very much appreciated over the years.
- (e) The money accumulated by Helen Mitchell for the APEG group has now been used to pay for playground works and the APEG account is extinguished. Our thanks are extended to Helen Mitchell for her efforts over the years.
- (f) It is nice to confirm that there have been no recent incidents in The Street since the installation of the CCTV cameras.
- (g) Repairs to the village sign are in hand. A new villager has volunteered to undertake the work, with charges only for materials.
- (h) The Parish Council is sorry to lose the KCC Community Warden, Tony Gander, and appreciate his service for many years. We have not yet been advised of a new Warden.
- (i) Our belated thanks go out to our volunteers who cleared the Christmas tree, continue to keep the Recreation Field tidy and do litter picking.
- (j) There are now signs on the playground fence to remind people of social distancing.

**11. RECREATION GROUND – PROPOSED IMPROVEMENTS**

Cllr. Hayfield reported that new signs were required for the gate to the Recreation Ground, "No Parking" and "No Camping". **He would seek quotations for their replacement once the "lockdown" situation eased.**

**12. PARISH WEBSITE/BROADBAND**

No report was made.

**13. CLERK'S REPORT**

The Clerk had no further matters to report upon

**14. REPORT OF COUNTY & DISTRICT COUNCILLORS**

No Members were in attendance, because of the Covid lockdown, to report.

**15. MATTERS OF REPORT BY MEMBERS**

Members had no matters to report upon.

**16. DATE OF NEXT MEETING**

It was agreed to hold an Extra-ordinary meeting at 11.00 am on 31<sup>st</sup> August 2020.

**Time concluded: 12.05pm.**