

DODDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held virtually on Thursday 16 April 2020 at 6pm

Present: Cllr Kevin Attwood (Chairman), Cllr Steve Coates (Vice Chairman), Cllr Graham Cuthbert, Cllr Kevin Fraser, and Cllr Colin Jones; and Mrs Wendy Licence (Clerk)

Also present was Ward Member David Simmons

1 APOLOGIES

Cllr Attwood welcomed everyone to the first virtual meeting of the Parish Council. Apologies had been received from Cllr Peter Duckworth and Cllr Alison Shaw; apologies accepted.

Apologies had also been received from County Councillor Andrew Bowles (at another meeting); apology noted.

2. DECLARATIONS OF INTEREST

None were declared.

3. TO DETERMINE WHETHER ANY ITEMS SHOULD BE DISCUSSED IN CLOSED SESSION

It was resolved that item 17. Clerk's Annual Review be considered in closed session.

4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 MARCH 2020

It was **AGREED UNANIMOUSLY** to accept the minutes as a true record of the meeting.

5. MATTERS ARISING

There were none.

6. COMMUNITY WARDEN REPORT

No report had been received.

7. NEIGHBOURHOOD WATCH REPORT

Sally Mills, the Neighbourhood Watch Coordinator sent the following report:

With the Villages in lockdown, doorstep crime has been reduced to a minimum and there were no updates from Kent Police.

However, KCC Trading Standards team did provide information about looking out for signs of fraud regarding the COVID-19 virus. These scams included doorstep scams (such as home cleaning services and people claiming to be healthcare workers offering home tests); fraudulent texts and emails offering tax refunds and help with utility bill payments; and unknown individuals offering to do shopping or run errands for our most vulnerable residents.

One resident reporting receiving a fraudulent text offering a COVID-19 test which purported to come from GOV.UK but it was discovered to be a scam.

All residents were reminded to listen to their instincts and if in any doubt, close the door, hang up the telephone and delete the emails / texts. As always, to report a crime, dial 101. For serious crimes, or crimes in progress, dial 999.

8. PUBLIC QUESTION TIME

No members of the public were present.

9. PLANNING MATTERS

i. Any planning matter received by 16 April 2020

No planning applications have been received.

ii. Ref: 19/504932/FULL Address: Down Court Farm. Down Court Rd, Doddington ME9 0AT Proposal: Erection of two grain stores and construction of screening bund and associated landscaping

Cllr Attwood reported that the application has been permitted, there have been significant changes to the original application to address issues raised during the consultation process.

iii. The Retreat Elverland Lane Ospringe Kent ME13 0SP

Cllr Attwood informed Members that Swale Borough Council's legal department will be looking at the papers this month.

iv. Ref: 20/500933/TPOA Address: The Old Vicarage Church Hill Doddington ME9 0BD TPO application: to carry out works to horse chestnut tree as described in Arboricultural report SA/1657/20.

Cllr Attwood said a decision is yet to be made.

Ref: 20/500104/FULL Address: 8 Northdown Doddington Sittingbourne Kent ME9 0BQ Proposal: Demolition of existing garage, 2no. sheds and 1no log store. Erection of 1no. detached three bedroom dwelling with associated works

Cllr Attwood said a decision is yet to be made.

10. FINANCE

i. Councillors Expenses

There were none.

ii. Invoices for Payment

Cllr Attwood said some payments were made out of meeting on 31 March as previously agreed:

Branchett Ltd £1,600.00, for Arboricultural work (cheque no 1219)

Mrs W Licence £336.38, holiday pay, (cheque no 1220)

HMRC PAYE £84.00 (cheque no 1221)

a) It was agreed to pay the KALC Subscription of £228.02 + £45.60 (VAT), total £273.62 (cheque no 1222)

It was agreed to pay Mr R Oldfield £1.00 for the allotment rent (cheque no 1223).

Cllr Attwood said the Clerk will post the cheques to him for signing and that he will get them countersigned.

iii. To consider request for grant from the British Red Cross

Councillors considered the consider request for grant from the British Red Cross which had been received through KALC.

Cllr Attwood said that this is not one of the usual charities which the Council supports, it usually gives to Swale Citizen Advice Bureau and the Kent, Sussex, Surrey Air Ambulance Trust which are charities that support local residents. There is £200 in the 2020/2021 budget to support charities.

Cllr Jones said the Council might like to give to the NHS Charities.

Cllr Cuthbert said that during this time of global pandemic, the Council will receive a flood of requests from charities and a line will need to be drawn somewhere.

The Clerk reported that last year the Council gave to Swale Citizen Advice Bureau, the Kent, Sussex, Surrey Air Ambulance Trust and the Royal British Legion Poppy Appeal. If the Council wants to consider giving to the NHS Charities it will need to go on the agenda for next month.

Cllr Coates asked if the Council has been asked to give to the NHS Charities and if not why should Councilors consider doing so? The Parish Council has a limited budget and charities which it already supports.

11. DEFIBRILATOR

Cllr Coates said there was nothing to report.

12. SPEED WATCH

Cllr Fraser informed Members that Speed Watch had been suspended since one week before the lockdown.

13. PLAYING FIELD

Cllr Attwood said that the Clerk has been unable to purchase the moss killer as the company is now making sanitisers and disinfectants, they will call when it is available.

14. HIGHWAYS

Cllr Attwood reported that Newnham Parish Council have sent details of their traffic survey and this has been circulated. Cllr Attwood thanked Newnham Parish Council for sharing the information.

Cllr Attwood said a resident has requested that the Parish Council should pay to have the drains swept off.

ACTION: Clerk to respond to the resident informing him that the drains are not the responsibility of the Parish Council.

SBCllr Simmons said that he was pleased that Newnham Parish Council has shared the data from the traffic survey, this was paid for with his Members' Grant Fund. A grant could also be given for Doddington to have a survey later in the year if Doddington Parish Council requests one.

15. WAR MEMORIAL

Cllr Attwood said the War Memorial Risk Assessment has been updated.

It was agreed to accept the revised Risk Assessment.

Cllr Attwood thanked Cllr Cuthbert for his work on the document.

16. CORRESPONDENCE

1. 11.03.20- Andrew Bowles's newsletter
2. 11.03.20- KCC Highways notice of temporary Road Closure – Various Road, Swale (Micro-surfacing)
3. 12.03.20- copy of the terms of reference for the Faversham and District Engagement Forum
4. 12.03.20- KCC Highways notice of temporary Road Closure – Seed Road, Newnham – 6th April 2020

5. 15.03.20- NALC - latest information update for Parish and Town Councils on COVID 19
6. 16.03.20- KALC Swale Area Committee minutes and
7. 17.03.20- NALC: COVID-19 information
8. 18.03.20- resident email regarding drains
9. 18.03.20- SBC: Notification of changes to meetings
10. 18.03.20- Public Health England: COVID-19 update
11. 18.03.20- NALC: COVID-19 information
12. 19.03.20- Kent Sussex and Surrey Air Ambulance Trust: letter of thanks for grant
13. 20.03.20- Helen Whatley MP: Coronavirus statement
14. 20.03.20- SBC: COVID-19 Community Response
15. 20.03.20- SBC: reduced opening hours
16. 25.03.20- SBC: COVID-19 Community Support Response
17. 25.03.20- Public Health England: COVID-19 update
18. 25.03.20- KCC Highways: Notice of urgent road closure - Faversham Road, Wichling
19. 27.03.20- NALC Chief Executive's bulletin
20. 27.03.20- Public Health England: COVID-19 update
21. 27.03.20- SBC: COVID-19 Community Support Response helpline
22. 30.03.20- KALC: Coronavirus – Guidance on access to green spaces
23. 01.04.20- Public Health England: COVID-19 update
24. 02.04.20- Kent Trading Standards- information regarding scams during the COVID-19 outbreak
25. 02.04.20-KCC: details of Kent Together Helpline
26. 02.04.20- Public Health England: COVID-19 update
27. 02.04.20- NALC: COVID-19 update
28. 03.04.20- Public Health England: COVID-19 update
29. 03.04.20- NALC: COVID-19 update regarding Local Council meetings
30. 03.04.20- NALC: COVID-19 update
31. 04.04.20- Public Health England: COVID-19 update
32. 06.04.20- Public Health England: COVID-19 update
33. 08.04.20- KALC Newsletter
34. 08.04.20- Public Health England: COVID-19 update
35. 11.04.20- NALC Chief Executive's bulletin
36. 14.04.20- KCCllr Bowles's annual report and March report

18. ANY OTHER BUSINESS

Cllr Attwood informed Members that the latest edition of Local Council Administration-Arnold-Baker has been published £149.99 + £7 postage.
Councillors agreed to share this cost with the Clerk's other Councils.

SBCllr Simmons reported that he understood there has been an increase in fly tipping and asked if there has been an increase in Doddington since the Salters Lane Household Waste Recycling Centre has been closed.

Cllr Attwood said there has been a slight increase since the lockdown.

SBCllr Simmons said the situation has been made worse since the Borough Council suspended its bulky waste collections.

SBCllr Simmons asked if Doddington has organised volunteers to help people self-isolating. Cllr Coates said that help has been coordinated well with Cllr Fraser and Cllr Jones volunteering to help with shopping and collecting medicines. The Council has also distributed a leaflet with contact numbers on. Councillors recognised that they had a leadership role to perform.

Cllr Coates thanked everyone for helping to print and distribute the leaflets.

SBCllr Simmons left the meeting.

17. CLERK'S ANNUAL REVIEW

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media were excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

i. Clerk's Appraisal

Date of next Meeting:- Monday 11 May 2020 at 7.30pm

There being no further business, the meeting closed at 6.50pm

Signed as a true record of the meeting:

Chairman

Date: