

The Minutes of the Meeting of Detling Parish Council
held on 6th February 2018 at 7.20pm in Detling Village Hall.

Councillors present: *Bowie*
Clayton
Evernden
Finn
Howells

Also, present: *Parish Clerk, Mrs Sherrie Babington and Members of the Public and Press*

The meeting was chaired by Councillor Bowie.

1. Apologies.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

Apologies were received from Parish Councillor Zammit, MBC Councillor Nick de Wiggondene and KCC Councillor Shellina Prendergast.

2. Declaration of Interest.

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

There were no Interests declared and no Dispensation requests to consider.

3. Public Comments and Observations.

This is the opportunity for members of the public to raise issues with the Parish Council.

Edward Rubie from the Detling PCC attended the meeting to thank the Parish Council for its assistance with the funding to enhance Church Lane. He reported on the progress of the project and the planting area.

It was agreed by members to give an additional donation of £60 to the project for the balance. This was proposed by Cllr Bowie, seconded by Cllr Howells, and agreed by all present. The Chairman thanked Mr Rubie and the Detling PCC for their work in the village.

A resident attended the meeting to speak regarding The Larches and an article that had appeared in the local press regarding its future. She stated that she would forward the article onto the PC.

4. Approval of the minutes of the previous meeting.

To consider the minutes of the previous meeting and if in order sign as a true record.

The minutes from December 2017 and January 2018 were circulated to all members for their consideration and approval.

It was proposed by Cllr Finn to accept these as a true record, these were seconded by Cllr Howells and agreed by all present.

The minutes were then signed and dated by the Chairman.

5. Matters arising from the previous minutes (not reported elsewhere).

Parish Notice Boards – Members agreed that details of notice board styles would be circulated, and members would try to find a local supplier to make the notice board.

6. Parish Councillor Vacancy.

The Clerk informed members that an application for the Parish Councillor vacancy had been received and the details had been circulated to all members. She gave the apologies of the applicant who was unable to attend the meeting as she was unwell but had given her authority for her application to be considered in her absence if necessary.

The application was discussed by members and it was agreed that to be fair to the applicant the vacancy would be considered at the next meeting.

It was agreed that the Chairman would contact the applicant to speak about the vacancy and to invite her to attend the next PC meeting.

Action: Clerk and Chairman to action.

7. Open Spaces.

a. Horish Wood

The Clerk informed members that Alison Wainman from KWES would be in contact with date options for a meeting with the PC in the near future.

This was discussed, and Cllr Evernden raised his concerns about Horish Wood.

Cllr Howells stated that the PC had been asked to attend a meeting to discuss the Management Plan and work in the Woodland.

The Chairman asked members if they wished to meet up before the meeting with KWES to discuss matters and ensure that the meeting with KWES was a constructive one.

A general discussion took regarding the work in Horish Wood and the work undertaken by KWES.

It was agreed that the Clerk would circulate the meeting date options when they were available.

Action: Clerk to action.

Cllr Evernden reported that Highways England had replaced the fencing in the Woodland without the knowledge of the Parish Council and he asked the Clerk to contact Highways England to see why they didn't liaise with the PC prior to undertaking the work.

Action: Clerk to action.

b. Old School Playing Field.

The Chairman reported that quotations for the proposed play equipment would be sought and reported to a future Parish meeting.

Action: Cllr Zammit, Chairman and Clerk to progress.

c. Village Environmental Improvements.

Cllr Clayton reported that the village gardener had started the maintenance work at the land to the side of the Cock Horse. He stated that he would also ask her to maintain the village planter.

It was reported that the electrical box adjacent to the Old School Playing Field was still damaged and the cables were still visible. The Clerk stated that she would follow this up with KCC.

Action: Clerk to progress.

The Chairman reported that she was still looking into the cost of diffuser tubes to monitor the air quality in the Parish.

Cllr Clayton spoke regarding the recent KALC meeting he had attended and stated that air quality was discussed and KALC were looking into monitoring options for parishes.

Cllr Finn spoke regarding the current Highways consultation documents he had circulated to members and asked if the PC wished to respond to these.

It was agreed that Cllr Howells would bring this up at the forthcoming JPG meeting.

It was reported that there had been an increase in lorries using the village since the Lorry Watch signs had been put up in Thurnham.

Cllr Bowie stated that the Parish Council did need to dedicate some time to look at the Highways issues.

Cllr Howells stated that he would liaise with John Watson who was to set up a Highways Group in the Village.

The Clerk was asked to liaise with PCSO Adlington regarding the results of the traffic checks that he had undertaken in the village.

Action: Clerk to progress.

d. Monks Meadow.

Cllr Evernden suggested that the Parish Council may have to look at the options for the future maintenance of Monks Meadow.

It was agreed that Parish Maintenance should be placed on the next agenda.

Action: Clerk to place item on next agenda.

e. Scragged Oak View Point.

Cllr Evernden reported that the rubbish bin at the View Point had not been emptied since November 2017.

Action: Clerk to report to MBC.

It was reported that there was flytipping along the Pilgrims Way.

Action: Clerk to report to MBC.

8. Reports from External Parties.

a. MBC Ward Councillor Report.

Ward Councillor Nick de Wiggondene gave his apologies to the meeting.

KCC Councillor Report.

KCC Councillor Shellina Prendergast gave her apologies to the meeting.

Cllr Finn suggested that it may be beneficial to hold regular meetings with the KCC Councillor, this was agreed, and the Clerk was asked to liaise with Cllr Prendergast regarding this matter.

Action: Clerk to progress.

b. Maintenance Report.

Tony Taylor reported on the maintenance that he had undertaken around the parish. He stated that he undertook regular checks of the Defibrillator, cleaned the bus stop, replaced the light, and washed down the Village Planter.

He stated that the drains and gullies were still blocked in The Street and Princes Way.

Action: Clerk to report to Kent Highways.

He informed members that the Tudor Wall had deteriorated and was in need of inspection. It was agreed that the Parish Council should seek the views of a Surveyor.

The Chairman thanked him for his work around the parish.

c. Police Report.

PCSO Matt Adlington gave his apologies to the meeting.

9. **Parish Council Reports.**

a. Clerk's/Correspondence Report.

To consider items of correspondence received relevant to the Parish Council.

The Clerks report was noted by members.

b. Chairman's/ Councillors Report.

Members who have attended any meeting on behalf of the Parish Council are invited to give their report to the meeting.

Cllr Clayton reported on the KALC Meeting he had attended.

He spoke regarding the changes to the Data Protection Regulations that were due to come into force in May 2018.

The Clerk reported that she had attended a training course on Data Protection and it was agreed that this information would be circulated to all members and the item would be placed on the next agenda.

Action: Clerk to Action.

Cllr Finn reported that he had attended a meeting of the Kent Business Advisory Board and he reported on this.

c. Planning Committee Report.

The planning decisions made by the Planning Committee were ratified by the Parish Council. (Clayton/Howells).

d. Parish Council Committee Reports.

No matters were raised.

10. **Parish Council Notice Boards.**

No further matters were raised.

11. PC Communication with Press and Public.

The Chairman suggested that the Parish Council needed an agreed policy for talking to the press and public on Parish issues.

This was discussed, and it was agreed that a formal policy would be drafted for consideration by members and that any press releases would only be via the Chairman. (Clayton/Finn).

12. Village Events.

Beacons of Light – The Chairman stated that the Parish Council had registered its interest in this event and she asked she asked the Clerk to forward details of this onto members.

Action: Clerk to Action.

13. Financial Matters.a. To approve the payment of accounts (list to be supplied at the meeting)

The cheques for payment were authorised and approved by members. (Howells/Clayton)

It was agreed that an additional cheque would be authorised as follows:

£60.00 PCC – Balance of agreed donation.

The cheques and invoices were then signed by two authorised signatories.

b. To note the bank account balances as circulated in report supplied at the meeting.

The balances of the Parish Councils bank accounts were noted by members.

Bank Balances

Co-operative Current Account	£75912.32
Less/Add Account transfers/deposits	£0
Less Account for payment	£1941.93
Closing Balance	£73970.39

Co-operative Playing Field A/C	£1505.87
Less/Add Account transfers/deposits	£0.00
Closing Balance	£1,505.87

Total Balance of all Parish Council Accounts **£75476.26**

Transparency Fund (This fund is included in the current account balances)

20/07/2016	Grant received	£1,420.32
	Less payments	£353.99
	Balance	£1066.33

c. To consider a request for a financial contribution from Village Organisations.

Cllr Bowie reported that three requests for financial assistance had been received from Village Organisations.

These were discussed as follows:

Knit and Natter Group.

Member discussed the request for a grant from the Knit and Natter Group in Detling. Cllr Howells declared an interest in this item and withdrew from discussions.

It was proposed by Cllr Bowie to make a donation of £250 to the Knit and Natter Group, this was seconded by Cllr Clayton and agreed by all present.

Action: Cheque for £250 to be raised and signed.

Community Shop

Members discussed the request for a financial donation to assist the Community Shop Group. The group asked the Parish Council to consider a donation of £12000 to purchase two containers for the shop to be sited on the Old School Playing Field.

Cllr Finn stated that a Public Meeting was due to be held on 19th February to establish the need for a Community Shop and a questionnaire had also been circulated with the Detling News.

Cllr Evernden questioned whether the Shop could be placed on the Playing Field as this was donated to the Parish Council by KCC. He raised concerns about the process and legalities of siting the shop on the Playing Field.

The Clerk informed members of the advice that she had received from KALC regarding the Parish Council contributing towards a Community Shop.

Cllr Howells stated that the Parish Council was dealing with public money and whilst he was happy to support the Community Shop in principle, he felt that any application should be supported by a detailed application and budget forecast.

The application was discussed by members and it was agreed that the Parish Council supported the concept of a Community Shop and would support this in principal provided that conditions were met in providing a Business Plan, Budget Forecast, and the legalities of having the Shop sited on the Playing Field.

Cllr Evernden stated that he felt that the application for financial assistance was premature at the present time.

Detling Players Film Club

Members discussed the request from the Detling Players for a financial donation to start up a Film Club in Detling.

This was discussed by members and it was proposed by Cllr Howells to give a donation of £640 to the Detling Players, this was seconded by Cllr Clayton and agreed by all present.

Action: Cheque for £640 to be raised and signed.

14. Items for the next Agenda.

It was agreed that the following items would be placed on the next agenda:

1. *Data Protection.*
2. *Policies and Procedures.*
3. *Parish Maintenance.*

Action: Clerk to action.

15. Date of next meeting.

Tuesday 6th March 2018 in the Meeting Room of Detling Village Hall at 7.00pm.

There being no further business to discuss the meeting was closed to the press and public at 9.50pm.

Signed: _____
Chairman

Dated: _____