



Boughton Malherbe Parish Council

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Minutes of the Parish Council on Monday 5th July 2021, 7.30pm in the village hall

Present: Cllrs R Galton (Chair); R Turner; B Adams; N.Eastwood; G Kennaird
Clerk Mr Chris Hume

Cllr Galton opened meeting at 7.32pm

1. **Anybody filming or recording this meeting to declare it.** - none
2. **Apologies** – none
3. **Declarations:**
 - Any lobbying** – none declared
 - Any interest in items on the Agenda** – none declared
 - Any changes to the register of pecuniary interests** - none declared
4. **Approval of Minutes** – approved the Minutes of 17th May 2021,
5. **Matters Arising** – none
6. **Public Session** – no public present
7. **Planning Outcomes since 17th May 2021** – noted verbal update from the Clerk
8. **Local Policing/Community**
 - 8.1 **Police/Crime Report** – noted that no crimes have been reported since the last meeting. Noted that John Boyd, PCSO, is moving to another patch and the council wished to express their thanks for his support.
 - 8.2 **Speedwatch** – nothing to report
9. **Highway and Footway Matters**
 - 9.1 **Liverton Hill, Ditches, gullies, potholes** – noted pot hole developing on Liverton Hill. Pot Holes in Southerndon Lane not repaired. Cllr Adams will chase KCC. Cllr Adams to chase KCC regarding the water leak in Woodcock Lane. Cllr Adams to report white lining at Crumps Lane junction.
 - 9.2 **59 Bus** - noted report from John Collins on the pilot. Agreed to write to KCC regarding the impact of road closures on the bus service.
 - 9.3 **Litter** – agreed to arrange a litter pick up on the 14th August. Clerk to place a notice in Malherbe Monthly
 - 9.4 **Highways Improvement Plan** – agreed to add reference to KCC potentially narrowing Headcorn Road at one point to accommodate a Speed Indicator Device.
 - 9.5 **Footpaths** – (i) received and noted an update on the footpaths map for the village Green. A final draft has been prepared. Agreed that the map will be erected next to the Parish Council Notice Board
(ii) agreed a list of 14 stiles as a priority for replacement. Clerk to send these to KCC in priority groupings. Budget to be discussed once KCC respond
(iii) Footpaths and farms map - receive a verbal update from the Clerk. It was resolved not to pursue this idea as it would be too time consuming without a reliable outcome.

- 9.6 Eastwood Road/Headcorn Road junction** – Cllr Kennaird is working on a proposal which he will submit directly to KCC.
- 9.7 Road Closures** – it was agreed that we would write to KCC with regard to the impact on the bus service as discussed at item 9.2
- 10. Councillor Reports on any External Meetings attended** - none
- 11. Finance**
- 11.1 Note the Balance at the Bank:**
- | | |
|------------------------|------------|
| Nat West | £52,704.70 |
| Nationwide | £14,150.58 |
| Cambridge and Counties | £22,963.65 |
- 11.2 Income since the last meeting :** Noted PSS £205.40
- 11.3 Bank Reconciliation** – agreed the statement on the agenda
- 11.4 Any cheques to sign:** none
- 11.5 Authorisation of any payments since the last meeting:** none
- 11.6 Procedure for approving and checking online banking payments** – approved the procedure below and agreed to add this to the Financial Regulations
- 12. Traffic Calming Update** – it was noted that the works will commence on the 23rd August 2021
- 13. Speed Indicator Device (SID) Update** – noted the outcome of a further site survey by KCC
It was agreed that Cllr Kennaird will explore options with KCC involving a slight narrowing of Headcorn Road
- 14. Quinn Donation** – (i) noted a report from the Clerk on spend to date
(ii) it was agreed that no further options would be explored at this stage in view of the need to assess the impact of the traffic calming scheme, and any developments regarding the village green, before considering new options for further use of the donation
- 15. GDPR – Email Addresses** – it was resolved that whilst the council encourages the use, by Councillors, of council specific email addresses this is a matter of choice for each councillor depending on the ease of use of these accounts. Ability to carry out their work as a councillor is a consideration in this decision.
- 16. Correspondence** – letter from MBC regarding consultation on future affordable housing developments. It was decided that the council would not submit a response to this consultation
- 17. Further Information** - none

The meeting closed at 9.14pm

11.6 – Control System for Online Banking

Step 1	Where possible, continue to use cheques signed by two councillors
Step 2	Clerk must obtain the agreement of two Councillors, by email, prior to making an online payment
Step 3	Emails to be saved by the Clerk in a dedicated folder
Step 4	Clerk to submit list of online payments to each Parish Council Meeting to be noted as part of the agenda
Step 5	Chairman of Finance Committee to check all online payments on bank statements when signing the statement alongside bank reconciliation at council meetings