

Bredgar Parish Council
Minutes of the AGM
Held at Bredgar School
On Wednesday 30th May 2018 at 7.30pm

Present: Chair Cllr. Penny Twaites;
Joint Vice Chair Cllr. Brian Clarke; Joint Vice Chair Cllr. Jane Collins;
Cllr. Dick Clack; Cllr. Susie Hickman; Cllr. Bev McCourt and Cllr. David Priestley.

Clerk: Teresa Hudson

In Attendance: SBC Cllr. Monique Bonney and KCC Cllr. Andrew Bowles.
Cllr. Bonney contributed to discussions on the Local Plan and Community Assets, which were discussed prior to her departure at 8.45pm.

Members of the Public: No members of the public were present.

The Chair and Councillors welcomed new councillor Bev McCourt.

1. Apologies

Apologies were received and accepted from PCSO Lorraine Holmes.

2. Declaration of Members' Personal and Prejudicial Interests

An interest was declared by the clerk in respect of the Post Office and Cllr. Collins in respect of the Farmshop.

Members signed the Declaration of Office form and submitted it to the clerk.

3. Declaration of any intention to record or film the PC meeting by any member of the Council or member of the public

No declaration of intent was made.

The duration of the meeting was two hours.

4. Election of Officers

Nominations were put forward by e-mail prior to the meeting for the positions of Chair and Vice Chair. Each nomination was supported by 6 votes.

Chair: Cllr. P. Twaites - Proposed by Cllr. D. Priestley.

Seconded by Cllr. S. Hickman.

Co-Vice Chair: Cllr. B. Clarke - Proposed by Cllr. J. Collins.

Seconded by Cllr. Dick Clack.

Co-Vice Chair: Cllr. J. Collins – Proposed by Cllr. Dick Clack.

Seconded by Cllr. D. Priestley.

5. Elect Councillors to Roles

Cllr. Penny Twaites Representative to the Governing Body of Bredgar School;
Responses Planning Applications; Local Plan.

Cllr. Brian Clarke IT/Website; Local Plan; KALC; KCC Highways and
Community Emergency Officer.

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Cllr. Jane Collins Post Office Support; Village Hall Representative and Local Plan.

Cllr. Dick Clack KALC; Pest Control; Footpaths and Parks & Gardens.

Cllr. Susie Hickman Thatcher and Eleemosary Charities Representative and Parks & Gardens.

Cllr. David Priestley Pond Warden; Pest Control and Heritage.

Cllr. Bev McCourt KCC Highways and Neighbourhood Watch Liaison.

Teresa Hudson Website.

6. Minutes of the previous meeting

The Minutes of the previous PC meeting held on 20th February 2018 were read and formally approved by the Parish Council. They are now available on the Parish website. Proposed by Cllr. B. Clarke, seconded by Cllr. D. Clack. They were signed by the Chair at the end of the meeting.

7. PCSO Report

A written report was received from PCSO Holmes informing us that there have been several speed watch sessions carried out in Bredgar by PCSO Officers over recent weeks. They have been checking that motorists are wearing seat belts, as well as adhering to the speed limit. The clerk thanked PCSO Holmes, who said she would pass on the gratitude to her colleagues.

8. Ten minutes representation by the public

No members of the public were present.

9. Authorisation of Accounts

Proposed by Cllr. Dick Clack, seconded by Cllr. P. Twaites.

Payments:

01/04/18	Bredgar Farmshop	PO Rent	£150.00
01/04/18	TPJ Accountant	Payroll Preparation	£58.50
01/04/18	SBC	Grass Cutting	£2674.75
01/04/18	SSE	Pond Electricity	£59.85
11/04/18	Ask A Gardener	Village Maintenance	£66.00
01/05/18	Bredgar Farmshop	PO Rent	£150.00
01/05/18	KALC	Subs	£289.15
01/05/18	Cllr. Clack	Bench repairs	£54.13
01/05/18	CPRE	Subs	£36.00
05/05/18	Ask A Gardener	Village Maintenance	£132.00
08/05/18	BHIB Ltd	Insurance	£524.22
15/05/18	Cllr. Hickman	Plants	£60.31

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Receipts:

25/04/18	SBC	Precept	£4942.00
25/04/18	KCC	Grant	£1400.00

10. Annual Accounts for the year ending 31/03/2018

The Annual Governance and Accountability Return (AGAR) papers were circulated to councillors prior to the meeting.

10a. Finance Policy Review

Councillors did not propose any changes to the current Finance Policy.

10b. Consideration of Statement of Internal Control

No changes were proposed.

10c. Approval of Finance Policy and Statement of Internal Control

All councillors approved the Finance Policy and SOIC. Proposed by Cllr. P. Twaites, seconded by Cllr. D. Clack.

10d. Consideration of Audit Exemption Certificate

The clerk informed councillors of the new regulations whereby an Exemption Certificate is submitted to the External Auditor (under certain conditions) and all other Audit papers are published on the Bredgar Parish Council website.

10e. Approval of Audit Exemption Certificate

All councillors approved the signing of the Exemption Certificate by the Chair. Proposed by Cllr. B. Clarke, seconded by Cllr. P. Twaites. The certificate will be sent to PKF Littlejohn by email.

10f. Consideration and Approval of Internal Auditor Report

All councillors approved the Internal Auditor report. Proposed by Cllr. P. Twaites, seconded by Cllr. S. Hickman. Councillors thanked the Internal Auditor, Mr. Scott.

10g. Consideration of the Annual Governance Statement

The Chair read out the statements on the AGS. All councillors agreed with the statements.

10h. Approval of the Annual Governance Statement

All councillors approved the AGS. Proposed by Cllr. D. Priestley, seconded by Cllr. J. Collins.

10i. Consideration of the Annual Accounts by the PC

Councillors had no questions concerning the Annual Accounts.

10j. Approval of the Annual Accounts by the PC

All councillors approved the Annual Accounts. Proposed by Cllr. S. Hickman, seconded by Cllr. B. Clarke.

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11. Reports from Councillors

Cllr. B. Clarke

Cllr. Clarke attended the Green Grid Forum at Brogdale Farm, which covered projects in Swale including 'Birdwise', a campaign set up by Borough Councils to educate people not to disturb birds.

Cllrs Clarke & Clack carried out planting in the Jubilee Garden, and a cherry tree in Travers Gardens. Trees were also cleared in the Jubilee Garden. Unfortunately one of the roses gifted to the PC and planted in the Jubilee Garden last year appears to have died; Cllrs agreed to cut it back and replant in the autumn if necessary.

Cllr. S. Hickman

The area at Deans Bottom, which was of concern due to a possible purchase by travellers, has instead been bought by a local resident. The caravans have been removed.

The Thatcher and Eleemosyary Charity will be gifting each Bredgar School leaver a Bible and £50 towards a new uniform for secondary school as they do every year.

Cllr. D. Clack

The bench in the recreation ground has been repaired.

The War Memorial repairs are complete following the damage caused by a car accident.

There has been no progress on the permissive footpath at Swanton Street; the farmer is agreeable to the proposal but permission is required from the landowner. This will be sought as soon as possible.

The path behind the recreation ground is a work in progress.

The recent cutback of the boundary hedge at the recreation ground is complete.

The PC asked the gardener to clear the ground and grass seed, however, there are lumps of concrete buried under the surface, which will need to be cleared first. It will then be seeded in September.

Cllr. B. McCourt

Nothing to report.

Cllr. D. Priestley

The proposed duck house on the pond has not been made yet. Cllrs proposed to keep the island cleared, as it appears to help keep the ducks safer.

KCC Cllr. Andrew Bowles arrived at 9pm.

Cllr. J. Collins

The Post Office continues to thrive, with no imminent threat of closure.

Bredgar Farmshop continues to thrive as well; there is much more stock including a large garden department offering lawn mowers, tools, garden furniture and plants. There is a very good relationship between the shop and pub, which complement each other.

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A new committee is installed at the Village Hall. Bredgar School Head Teacher, Maddie Mace, has taken the role of Vice Chair.

Cllr. P. Twaites

Cllr. Twaites assisted with observing the SATS for Bredgar pupils.

A fete celebrating 150 years of Bredgar School will take place on 9th June.

12. Donation to Bredgar School for use of premises

Councillors approved a donation of £160.00 for the use of the school for PC meetings. Proposed by Cllr. S. Hickman, seconded by Cllr. D. Clack.

13. Village Matters

a. Traffic Through the Village

Cllr. Clarke has worked tirelessly to try to achieve a lower speed limit through the village but has come up against numerous obstacles to that end. The next stage is to carry out a speed survey at Swanton Street and Bexon Lane; this has the full support of councillors, and will lead on to the nationwide campaign for 'Twenty is Plenty' speed through villages. The campaign is to be discussed at the next KALC meeting and has the support, and possible funding from, KCC Cllr. Bowles.

b. Emergency Planning Update

The Emergency Plan has been completed.

The recent flash floods through the village saw parishioners helping each other with pumps and clearing up. The village Facebook page helped enormously to direct help where it was needed and people found it invaluable. Cllr. Bowles informed the meeting that KHS would be clearing roads following the floods.

c. Recreation Ground Poplars

The poplar trees along the boundary of the recreation ground appear to be in a dangerous state with some already falling down. The landowner has suggested cutting them down or pollarding them and has proposed financial input from the PC. Councillors would prefer pollarding but are not amenable to assist with funding as the land and boundary is the responsibility of the landowner. If the trees were removed, councillors would prefer a native hedgerow as a replacement. However, the fence is the responsibility of the PC. The Chair will respond to the landowner.

d. Community Asset Review

The pathway along the front of Primrose Grove is in the ownership of Optivo, the housing association. A spokesman for Optivo has stated that it will remain the property of Optivo even though some tenants/homeowners at Primrose Grove have maintained parts of the path in front of their properties. Cllr. Collins is to look into the issue to ascertain if there is anything relevant the PC can do to promote the maintenance of the path by Optivo.

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14. Planning Matters

Local Plan

The Annual Parish Meeting takes place tomorrow, 31st May, in the village hall where members of the public are invited to participate in a discussion concerning the Local Plan consultation. Advice will be given on the consideration of responses to the questionnaire which SBC have provided online. Cllr. Bonney has collated notes from the 5Parishes, which will be submitted to SBC by the deadline of 8th June. Pertinent questions from the online questionnaire have been collated into an informative leaflet to help parishioners.

15. GDPR

The PC thanked Cllr. Clarke for the huge undertaking of producing numerous policies and procedures concerning the new General Data Protection Regulations. Councillors are asked to make comments after which the documents will be published on the website as they are approved by the PC. The Privacy Policy will be the first to be made available.

16. Cricket Lease Update

Version 3 of the Lease has been prepared by Dudley Cramp and is currently with the solicitors for the Cricket Club awaiting comment.

The cost of rental of the recreation ground to the Cricket Club will rise from £175 per year to £200 per year.

17. Any Other Business

The clerk reminded councillors that submissions for the Parish magazine must be in by 12th of the month.

18. Date of next meeting

The next PC meeting will take place on Wednesday 29th August 2018 at 7.30pm in Bredgar School.