

Tunstall Parish Council

Minutes of the Meeting of the Parish Council held on Monday 6th September 2021

Present: Cllr Louisa Roberts (Chairman); Cllr Lee Burgess; Cllr M Hibben; Cllr Vivien Rich

All in attendance: J Miller (interim clerk); Cllr Sarah Stephen and one member of the public.

1. APOLOGIES FOR ABSENCE

There were none. It was noted that borough and county councillors had sent apologies due to their attendance at the Joint Transportation Board meeting.

2. DECLARATIONS OF INTEREST

There were none.

3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 JULY 2021

It was **RESOLVED** to approve the minutes of the meetings held on 12th July 2021 and the chairman duly signed the documents.

4. MATTERS ARISING

(a) To receive update on village sign – Cllr Rich

It was agreed that this will be discussed at the November meeting.

(b) To receive update on Coffin Pond – Cllr Roberts

It was noted that Cllr Roberts has been chasing KCC, Cllr John Wright is assisting with the matter. It was agreed to invite KCC and Cllr Wright to attend a site visit to inspect the issue.

5. REPORTS FROM MEMBERS OF THE PUBLIC

A member of the public spoke in objection to the proposed extension at 47 Roseleigh Road.

6. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Cllr Stephen reported that extensions to the deadline for comments on the Highsted Park planning application are being agreed by Swale Borough Council and more than one response can be submitted. Local councillors will be holding a drop-in session in to give residents an opportunity to ask questions about the application.

Cllr Stephen reported that the High Street consultations have concluded, Sheppey and Sittingbourne did not approve to pedestrianization. Faversham were in favour of the scheme and will be used as a pilot.

It was also noted that Swale Borough Council is supporting the settlement of Afghan refugees.

7. PLANNING

(a) To consider the following applications for comments:

- i. 21/503914/EIOUT Land South and East of Sittingbourne
Outline application with all matters reserved for the phased development of up to 578.65 hectares of land comprising up to 8000 residential dwellings including sheltered/extra care accommodation, up to 170,000 sqm /34 hectares of commercial, business and service/employment floorspace

It was agreed that councillors will formulate a response over the next few weeks. It was noted that the parish council has an extension to comments to 30th September 2021.

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ii. 21/504306/FULL 123 Sterling Road, Tunstall
 Raised gable with larger rear dormers to provide extra bedroom and bathroom along with increasing sizes of existing bedrooms. Ground floor extension.

It was **RESOLVED** to give no comment, save neighbours' concerns being taken into account. The parish council would like to reiterate its previous concerns that the bungalow stock in Swale is being eradicated.

ii. 21/504404/FULL 47 Roseleigh Road Sittingbourne Kent ME10 1RS
 Demolition of existing garage, erection of part two storey, part single storey side and rear extensions, including integral garage, insertion of front dormer and rooflights

It was **RESOLVED** to comment that the extension is large and not stepped in, and does appear too close to the boundary. Tunstall Parish Council has had representations from neighbours who will be putting comments on the portal and the parish council asks that the Swale planning officers take these comments into account.

(b) To consider next steps regarding Kent Science Park application
 It was **RESOLVED** to consider arranging a site visit at the November meeting.

8. FINANCE

(a) It was **RESOLVED** to approve the following payments:

	Payee	Amount	Net	VAT	Description
200001	Wendy Licence	£ 520.36	n/a	n/a	June and July salary payment 564.30 less 43.94 already paid
200002	HMRC Cumbernauld	£ 144.60	n/a	n/a	156.60 less 12.00 June and July PAYE
200003	J Barnicott	£ 270.32	n/a	n/a	July and August Litter picking
200004	HR Services Partnership Ltd	£ 876.00	£ 730.00	£ 146.00	Invoice 13244 HR Support and Advice

	Payee	Amount	Net	VAT	Description
200005	Julie Miller	£ 1084.75	n/a	n/a	June – August Interim Clerk cover
200006	HMRC Cumbernauld	£ 116.00	n/a	n/a	August PAYE
200007	Wendy Licence	£ 418.46	n/a	n/a	August Salary

(b) To receive update on bank mandate signatory position.
 It was noted that it had recently come to light that there were no current parish councillors on the bank account mandate. Cllr Roberts and Hibben have spent considerable amount of time petitioning Barclays to provide a statement and amend the signatories, after five and a half hours on the telephone to the bank the signatories forms were amended and forms are now being arranged. Cllr Roberts will be chasing up Barclays tomorrow.

(c) To receive accounts as at 31/08/2021 and approve bank reconciliation for June, July and August 2021

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It was noted that the information has not been made available to prepare a bank reconciliation from the accounts.

9. GOVERNANCE AND ADMINISTRATION

- (a) To discuss website
It was noted that the website is being updated.
- (b) To note update on newsletter
It was noted that this will be discussed at November's meeting.

10. HIGHWAYS

- (a) To receive an update
It was noted that there are some new items on the portal, and all outstanding items are all progressing.
- (b) To receive Speedwatch report for August
Brian Cook was thanked for providing the latest report.

11. ENVIRONMENT

- (a) To receive update on planters
It was noted that the work had been done and the invoice would be paid at the November meeting. Cllr Rich was thanked for her work on the planters.
- (b) To receive update on ideas for lining church car park
It was noted that the lining would need to be renewed more often as the surface is not suitable for line paint.

12. QUEEN'S PLATINUM JUBILEE

It was noted that this is being investigated.

13. REPORTS FROM MEMBERS

Cllr Rich reported that she had attended a KALC executive meeting.

14. CORRESPONDENCE

- (a) To note ICO complaint pending – noted.
- (b) Invite to multi-village meeting 1st September 2021 – noted.
- (c) Email from resident asking if TPC has an extension to Highsted Park comments – noted.

15. ANY OTHER MATTERS ARISING

Cllr Hibben reported that enquiries for the KALC award are being made and it will be reviewed in November.

16. DATE OF NEXT MEETING PLANNING MEETING on 4 OCTOBER 2021 at 7pm

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, It was **RESOLVED** that the public and representatives of the press and broadcast media be 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.

17. STAFFING MATTERS

It was noted that an action plan had been drawn up following the panel recommendations and that this is being progressed in conjunction with the interim clerk.

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There being no further business, the meeting closed at 21:32pm

Signed.....

Date.....

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