

IWADE PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 13 June 2026

<u>Present:</u>	Cllr. S. Tolhurst – Chair	Samantha Gray, Clerk
	Cllr. D. McBeath – Vice-Chair	Lynda Ives, RFO
	Cllr. J. Hartley	Helen Peile, from SGN
	Cllr. P. Holowczycki	1 Resident

1. Welcome and Apologies

The Chair welcomed everyone to the meeting. Apologies were received and accepted from Cllrs. M. Baldock, K. Rivers-Simpson, P. Hyde and Borough Cllr. R. Palmer.

2. Declarations of Interest and Dispensations – None.

3. Minutes of the Previous Meeting

Proposed by Cllr. P. Holowczycki and seconded by Cllr. McBeath, the minutes of the Parish meeting held on 13 May 2026 were agreed and signed by the Chair as a true record.

Proposed by Cllr. P. Holowczycki and seconded by Cllr. McBeath, the minutes of the Annual Parish Council meeting held on 13 May 2026 were agreed and signed by the Chair as a true record.

Proposed by Cllr. P. Holowczycki and seconded by Cllr. McBeath, the minutes of the Monthly Parish Council meeting held on 13 May 2026 were agreed and signed by the Chair as a true record.

4. Visitors/Public Time

1. **Residents:** Nothing to raise.

2. **County and Borough Councillors:** None attended and no report received.

3. **Police Constable:** None attended and no report received. Council members will arrange to meet with PC Adam Blakeman when he is on duty on 26th June 2026. The Clerk will confirm a meeting time.

Action: Clerk

5. Village Matters

1. **Urgent Gas Works required in the village – council to discuss upcoming road closures and consider parking arrangements for residents that are affected by road closures:** Helen Peile from SGN attended the meeting to discuss the upcoming urgent gas works required in the village. The work will be carried out in five phases from The Street up to Kite Packaging in Sheppey Way. This work is required to upgrade the pipework to plastic and transfer to the new gas main. This work is necessary as there is a concern that without it gas pressures will fall in the winter months.

To reinforce the network in The Street a road closure will be required, this is being planned for the summer holidays starting on Monday 3rd August. A road closure may also be needed in Ferry Road. Arrangements for parking for residents in The Street during the gas works were considered and the following suggestions were agreed:

- Iwade Barn car park
- Village Hall car park
- Village Centre car park (by the shops)

The Clerk will write to the trustees and Omnicroft to request permission for use.

Action: Clerk

SGN are hosting a drop-in session in Iwade Barn for residents on Tuesday 30 June at 4.15pm to 6.30pm.

Letters will be sent to residents by SGN which includes a QR code link to register for email updates about the gas works.

6. **Planning** – applications are viewable on Swale: <http://pa.midkent.gov.uk/online-applications>; KCC: <https://cloud2.atriumsoft.com/KCCePlanningOPS/searchPageLoad.do>

1. **26/501899/FULL: Installation of air source heat pump Yew Tree House School Lane Iwade Kent ME9 8SG:** Members made no comments.

7. **Correspondence**

1. **Resident request – Skate Park in Iwade:** Council members support the request for a skate park in Iwade and agreed installing this on the green space next to the space park could be a suitable option as this is already a recreation area.

The council **RESOLVED** to contact Swale Borough Council to find out if they would grant permission to install the skate park in this location, the next step is to carry out a residents consultation. Also, contact Bellway to find out if a skate park could be included in the new housing development.

Action: Clerk

2. **To consider adding an area to the Highway Improvement Plan – Resident report of parking on the pavement in Ferry Road:** Council members will discuss this issue with the local Beat Officer at their next police surgery.

Action: Cllr. Tolhurst/Holowczycki

8. **Finance**

1. **To authorise streetlight repair for column No.9 Sheerstone:** Proposed by Cllr. Tolhurst, and seconded by Cllr. Holowczycki, members agreed the cost of £134.00p + VAT to replace the Cosmo lamp.
2. **To authorise streetlight repair for column No.5 Springvale:** Proposed by Cllr. Tolhurst, and seconded by Cllr. Holowczycki, members agreed the cost of £380.64 + VAT to replace the LED gear tray.
3. **Donation request – Heart of Kent Hospice:** Proposed by Cllr. Tolhurst, and seconded by Cllr. McBeath, members agreed a S.137 donation of £100.00p
- Action: RFO**
4. **Donation request – Citizens Advice North East Kent (CANEK):** Proposed by Cllr. Tolhurst, and seconded by Cllr. McBeath, members agreed a S.137 donation of £100.00p
- Action: RFO**
5. **To purchase a floating duck house for the Woodpecker Park pond** – Swale Borough Council have advised that an officer at Swale and volunteers from Milton Creek Country Park are building a duck house and hope to install it this week. The Clerk will write a letter of thanks to them.
- Action: Clerk**
6. **Approval of the Annual Return, 2025/26:**
- a) **Section 1. Annual Governance Statement 2025/26:** Members approved the Annual Governance Statement and it was duly signed by the Chair and Clerk.
 - b) **Section 2. Accounting Statements 2025/26:** Members approved the Accounting Statements and it was duly signed by the Chair.
 - c) **Bank Reconciliation 2025/26:** Members agreed and noted the Bank Reconciliation.
 - d) **Significant Variances 2025/26:** Members agreed and noted the Variances.
 - e) **Earmarked Reserves 2025/26:** Members agreed and noted the Earmarked Reserves.
 - f) **Fixed Asset Register March 2026:** Members agreed and noted the Asset Register.

7. **Internal Audit 2025/26:** The internal auditor has signed the AGAR form and the RFO will send the completed forms to the external auditor. A report will be provided in due course. **Action: RFO**
8. **Financial Risk Assessment:** The risk assessment has been amended to include that file backups are now stored in the Cloud. The Clerk and RFO will carry out a data sample retrieval once a quarter and will add this to the internal controls. **Action: RFO/Clerk**
- Council members agreed and noted the Financial Risk assessment.
9. **Statement of Internal Control:** Members agreed and noted the Statement of Internal Control.
10. **Accounts and Cheques raised at this meeting:** Proposed by Cllr. Tolhurst and seconded by Cllr. Holowczycki, members noted the budget figures and the accounts to 31 May 2026. The following payments were agreed, Cllrs. Tolhurst and Holowczycki to log in and authorise payments. **Action: Cllrs. Tolhurst/Holowczycki**

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
21.05.26	BACs	Arthur J. Gallagher	Insurance Premium Renewal 2026/27	£3176.85p
10.06.26	BACs	L. Ives	Expenses – Tele., home as office – May	£18.00p
10.06.26	BACs	S. Gray	Expenses – Tele., home as office – May	£44.00p
10.06.26	BACs	H.M.R.C.	Tax May	£336.77p
10.06.26	BACs	Streetlights	Repairs to Lighting Col 5 Springvale and Col 9 Sheerstone	£617.57p
10.06.26	BACs	Invicta IT Solutions	Renewal of Microsoft 365 x 2, 10 Mailboxes	£771.84p
01.05.26	SO	Staff Salaries	May	£1659.30p
01.05.26	DD	NEST	Pension Contributions May	£85.54p
01.05.26	DD	HugoFox	Website monthly fee	Awaited
27.05.26	DD	Npower	Electricity Supply June	£118.46p
31.05.26	DD	Countrystyle	Supply of Waste Wheelie Bin	£44.59p
INCOME				
Pay Date	Pay Method	Received from	Reason	Amount
14.05.26	BACs	H.M.R.C.	Vat Refund 2025/26	£6374.06p

9. **Parish Council Matters**

1. **Councillor Resignation – Cllr. Donna Waters:** Members noted the resignation and the Clerk will advertise the vacancy. **Action: Clerk**
2. **Proposed Community Centre Meet & Greet (Village Hall):** Council members noted Bellway are referring to the new village hall as the ‘Community Centre’, Bellway have been advised the postal address should stay as the Village Hall. Cllr. McBeath, the Clerk and RFO will attend a site meeting with Bellway and their site team to receive drawings for the new hall. Members asked the Clerk to invite the Planning Consultant Alistair Humes. **Action: Clerk**
3. **To consider working on a Neighbourhood Plan:** Members **RESOLVED** to further consider what they would like to include in a Neighbourhood Plan and bring back to a future meeting. **Action: Clerk**
4. **To discuss the council’s action plan following the Village survey results – see Appendix A:**
- i) **Anti-social behaviour and community safety:** To help address this issue council members **RESOLVED** to carry out the following actions:

- Speak with the local police officer regarding increasing patrols in Iwade.
- Arrange a meeting with the CCTV control room and invite the local police officer to attend.
- Members will identify areas that do not have sufficient lighting.
- Contact local organisations to discuss establishing a youth group.

Action: Clerk/all councillors

10. Reports from Representatives:

1. Village Hall Committee: No updates.

2. KALC Area Representative: The next Swale Area KALC Committee AGM will be at Swale House on Monday 15 June at 7.00pm.

11. Projects

1. To organise a Litter Pick: Members **RESOLVED** to hold the next litter picking event on Sunday 23 August. More details are to be confirmed and will be advertised on the Iwade Village website, parish council social media, website and noticeboards. The council will aim to post leaflets to as many homes as possible.

Action: Clerk

2. Bulb planting: Awaiting quotations, bring back to a future meeting.

Action: Clerk/RFO

3. Future public events:

- The next event at Iwade Barn is Independence Day on 4th July.
- Following discussions in the June meeting about the Gala Lights quotation to hire festive lighting the council have received a revised quotation of £11,000.00 + VAT for 40 Column Motifs and a new 6m 3D Christmas Tree. Members voted to accept the quotation.

Action: Clerk/RFO

4. Tracker: Cllr. Tolhurst advised he has added festive lighting to the work in progress document.

12. Items to note for the Next Agenda: None to note.

13. Next Meeting(s): Full Council meeting, Wednesday 8 July 2026 7.30 p.m. in Iwade Barn, All Saints Close.

The meeting closed at 10.00 p.m.

Appendix A:

Priority 2 - Anti-Social Behaviour & Community Safety

Key Issues

- Youth nuisance in village centre, Nisa, Orchard Park, older parts of the village
- Perception of low police visibility
- Desire for more CCTV, more lighting.

Actions

Immediate

- Request increased PCSO patrols in hotspot areas.
- Conduct a lighting audit and identify dark spots for improvement.
- CCTV working group to meet and make suggestion to optimise and make improvements to the current set up.

Medium Term

- Establish a **Youth Engagement Working Group** (this group would comprise of residents, the police, youth services).
- Launch a “Safe Spaces” initiative with shops and community venues.
- Promote Neighbourhood Watch and community safety briefings.

Long Term

- Secure funding for a youth worker or shared youth provision across nearby parishes.

Partners

Kent Police, PCSOs, Youth Services, local businesses, community groups.