

Minutes of the meeting of **Tunstall Parish Council** on Monday 7th March 2022 at 7.00pm

Present: Cllr Louisa Roberts; Cllr Vivien Rich; Cllr Lee Burgess; J Miller Locum Clerk; County Councillor Wright; County Councillor Lehmann,

1. APOLOGIES FOR ABSENCE

There were none. Apologies were received from Borough Councillors Bonney and Stephens.

2. DECLARATIONS OF INTEREST

There were none.

3. MINUTES FOR APPROVAL

It was **RESOLVED** to sign and approve the minutes of 10th January 2022.

4. MATTERS ARISING

- a) To receive update on village sign – Cllr Rich – there was no further update. Feedback on the sign will be sought through the parish council newsletter in the future.
- b) To receive update on Coffin Pond – Cllr Roberts – it was agreed to email KCC to confirm whether the works will be carried out in the Easter holidays.

5. REPORTS FROM MEMBERS OF THE PUBLIC

There were none.

6. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Cllr Wright reported that KCC had set its council tax for 2022-23 within the 3% threshold. Cllr Wright also apologised for the SEND transport re-organisation that had caused issues for residents due to the under-estimating of the time it would take to re-contract and reallocate routes. It was noted that there is a compensation package for those affected if transport continues to be a problem.

It was noted that the proposed bus service changes affect Tunstall and Cllr Wright urged residents to respond. Cllr Wright advised that Kent is one of the only councils that subsidises these type of bus routes and that more eco-friendly transport was due to be discussed as empty buses are detrimental to the environment.

Cllr Lehmann reported that it's the number 343 and number 9 bus services that are at risk. A leaflet will be produced by Cllr Lehmann to encourage residents to respond to the consultation before April 20th.

7. COUNCILLOR VACANCIES

- a) To note update on interest in councillor vacancies.
It was noted that there had been no applicants, despite notices being advertised on the noticeboard and website. An advertisement will be placed in the next newsletter.

8. PLANNING

- a) Application: 22/500775/PNEXT Address: 26 Ruins Barn Road Tunstall Sittingbourne Kent ME10 4HS

Proposal: Prior notification for a proposed single storey rear extension which:
 A) Extends by 5.00 metres beyond the rear wall of the original dwelling. B) Has a maximum height of 2.85 metres from the natural ground level. C) Has a height of 2.60 metres at the eaves from the natural ground level.

It was **RESOLVED** to make no comment. The parish council asks that neighbours comments are taken into account.

- b) To note updates on Conservation Area Review – there were none.
- c) To note any updates on Local Plan consultation – there were none.
- d) To receive any updates on Highsted Park application – there were none.
- e) To consider response to Experience Swale - Linking Coast to Downs.
 Cllr Rich reported that ss part of a Swale initiative on walking and cycling routes, Sally Evans from Kent Downs is coordinating the promotion of some key routes from the coast to the Kent Downs under the heading of Linking Coast to Downs. One of these is using footpaths through Borden and Tunstall via Bredgar to Hucking. The route has been planned and set out, footpaths are being checked and landowners contacted.
 Cllr Rich has spoken with Sally, been updated, and is planning to walk/discuss the route with Sally, Brian Clarke (Bredgar PC) and the representative, Mark Loose, from the Medway Swale Estuary Partnership on 24th March.

9. FINANCE

- a) It was **RESOLVED** for the following payments to be approved:

J Barnicott	£297.81	January litter picking and annual insurance
Tunstall Church	£60.00	Hall hire for meetings
McCabe Ford Williams	£43.38	Payroll services
Various	£7905.62	Staff and HR Costs

- a) To receive update on online banking facilities.
 It was noted that Cllr Burgess is seeking assistant from Unity Trust Bank to access online banking.
- b) To receive update on payment to NEST account.
 It was noted that the NEST company had refused the request to change the signatories and further enquiries will be made as a matter of urgency.
- c) To approve bank reconciliation as at February 2022.
 It was noted that the bank statements had not yet been received.
- d) To receive accounts as at end of February 2022.
- e) It was noted that the bank statements had not yet been received.
- f) To note annual audit taking place 29 April 2022 – noted.
 The precept payment will be requested to be paid into the Unity Trust Bank account.

10. GOVERNANCE AND ADMINISTRATION

- a) To discuss newsletter and possible printing in April 2022.
 It was **RESOLVED** to delegate the publication of the newsletter to the locum clerk in consultation with Cllr Rich.
- b) To discuss website review.
 It was noted that the website will be worked on over the coming months.
- c) To discuss noticeboard review.
 It was noted that this is underway.
- d) To note ICO update on case review 121984

It was noted that the ICO have been updated on the matter.
It was also noted that the previous ICO case was not upheld.

11. HIGHWAYS

- a) To receive an update.
Cllr Burgess updated on outstanding highways issues reported to KCC.

12. ENVIRONMENT

- a) To receive an update.
Cllr Rich and Burgess have finished removing the planters. It was agreed to offer the planters to Sittingbourne in Bloom. More daffodils have also been purchased.

13. QUEENS PLATINUM JUBILEE

- a) To receive an update.
Cllr Rich updated the meeting as follows:

A Tunstall Village Jubilee Celebrations Committee was set up early this year with representatives from all areas and organisations of the village. There are monthly committee meetings.

Tunstall's celebrations will take place on the weekend of the 11th/12th June, using the school grounds (11th) and the village hall (12th) as venues. The plans are ambitious and inclusive - details are published regularly in the parish magazine and the events will be promoted with posters, boards and flyers.

Tunstall is fortunate to have such a dedicated team of village people planning and organising these events, keen to involve as many residents as possible.

Cllr Rich proposed a donation of £250 for the Jubilee Committee towards their expenses. She also proposed that TPC encourage residents to take part both at the events and in decorating their houses/gardens enthusiastically to celebrate this event as per the 2012 jubilee.

It was **RESOLVED** to donate £250 to the Jubilee Committee.

14. REPORTS FROM MEMBERS

- a) To receive reports from Members.
There were none.

15. EXTERNAL MEETINGS ATTENDANCE

- a) Cllr Rich attended Western Area Committee 1 March 2022 – noted.
- b) Cllr Rich attended Swale Area Committee 15 February 2022 – noted.

16. CORRESPONDENCE

- a) Request from member of the public for information about the parish council's involvement in jubilee events – noted.

- b) Email from member of the public concerning proposed bus service changes at KCC – noted. Cllr Lehmann has been updated on the issues raised.
- c) FOI request from member of the public for terms of reference for council committees – noted and responded to.
- d) FOI request for details of training attended by councillors – noted and responded to.

17. MATTERS FOR INFORMATION

- a) To note My Community Voice added to website – it was noted that the PCSO had sent in a police report which was welcomed.
- b) To note Kent Police Surgery took place 17 February 2022 – it was noted that Cllr Rich had attended the recent surgery in Tunstall.
- c) To note planning enforcement updates from Swale Borough Council – noted.

18. FUTURE AGENDA ITEMS

- a) To consider future agenda items.
The police report will be added to the agenda.

19. DATE OF NEXT MEETING – 9th MAY 2022 (ANNUAL GENERAL MEETING)

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 may 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.

20. STAFFING MATTERS

To receive update and agree actions.

It was **RESOLVED** to approve the reported recommendations.

Meeting closed at 20:48pm.