

Eastling Parish Council

Minutes of the Annual Meeting of Eastling Parish Council held on Thursday 31 May 2018 at 6.30pm in Eastling Village Hall.

Present: Cllr Jimmy West (Chairman), Cllr Paul Ainsworth, Cllr Julia Bailey, Cllr Nigel Bickerdike and Cllr John Payne and Mrs Wendy Licence (Clerk).

1. Election of Chairman

Cllr Bailey **PROPOSED** Cllr West for the office of Chairman; **SECONDED** by Cllr Payne: **AGREED UNANIMOUSLY**. Cllr West was duly elected Chairman and signed the Declaration of Acceptance of Office in the presence of the Clerk

2. Apologies

Apologies had been received from County Councillor Andrew Bowles and Ward member Colin Prescott; apologies accepted.

3. Declarations of interest

None were declared.

4. Election of Representatives

i. To confirm - Representatives at KALC Swale Committee Meetings

Councillors agreed that whoever is available should attend the KALC Swale Area Committee meetings.

ii. To confirm and update - Councillors areas of Interest

It was agreed that there was no need for Councillors to have specific areas of interest.

5. Minutes of the Parish Council Meeting Held on 8 March 2017

Councillors considered the minutes of the meeting held on 8 March 2018 and **AGREED UNANIMOUSLY** to accept them as a true record of the meeting. The minutes were duly signed by Cllr West.

6. Matters Arising from the Minutes

Cllr Ainsworth reported that there was no need for the Council to contribute towards the food of the Annual Parish Meeting as the cost was met by the Village Hall Committee.

Cllr West thanked Cllr Bailey for arranging the drinks for the evening.

7. Public Time

There were no members of the public in attendance.

8. Village Warden's Report

There was nothing to report.

9. Website

Cllr West said he had looked at the websites which are good resources for residents.

Cllr Ainsworth reported the Village Appraisal had been scanned and added to the website and he will circulate a link to the document to Councillors.

Cllr Ainsworth said that he will be dealing with the management of the Village website and he will offer administration rights to users to update their page. The Village Hall website has a GDPR policy and this can be adapted for the Village website.

Cllr Payne said the Council needs a privacy notice stating what the Council does with personal data. The Parish Council has to have a privacy notice, other information the Clerk has falls under genuine business interest for the Council. The Parish Council does not have to appoint a Data Protection Officer although the Council had previously agreed to appoint one.

Councillors agreed not to have a Data Protection Officer.

ACTION: Cllr Payne to send out privacy notices and draw up a policy for the website.

10. Chairman's Report

Cllr West reported the recent storms had been awful and many residents had problems in their cellars due to the amount of rain which had fallen.

Cllr Payne said most of the road was missing near Halls Place.

Cllr Ainsworth reported the road had collapsed at Painters Forstal and the road is closed.

Cllr West said that at the Annual Parish Meeting the Village Warden raised concern at not being formally asked for a report and the Village Warden expressed concern that details of the KCC Community Warden are on the website.

Cllr Bailey said the KCC Community Warden is an amenity for the village and residents need to be aware of this.

Cllr West said that concern was also raised at the Annual Parish Meeting about the car parking opposite the pub although there is nothing the Parish Council can do about it as it is not parking illegally.

Cllr Payne said the vehicle was nothing to do with the pub or its customers, it belongs to a resident.

Cllr West said Local Green Spaces had been raised at the Annual Parish Meeting. There are currently housing developments at Harrietsham and Lenham and the Parish Council should look at Local Green Space designation which is a way to provide special protection against development.

ACTION: Cllr Bailey to research Local green Space designation.

Cllr West said he had phoned Kent Highways about the flooding on the z-bend and he also reported the problem online. A letter has been sent to Roger Wilkinson, Director of KCC Highways about the serious flooding on the z-bend with a request that the work scheduled be carried out earlier as there had been an accident. An email acknowledgement was received three weeks later but there has been no further response.

11. Finance

i. Annual Governance Statement

Councillors approved the Annual Governance Statement which was duly signed by Cllr West and the Clerk.

ii. Annual Return for the Year Ended 31 March 2018

Councillors approved the Accounting Statement which was duly signed by Cllr West and the Clerk.

iii. Finance Report

Cllr West said the Parish Council has received half the precept and has paid the Clerk and Cllr Bailey for the Annual Parish Meeting expenses. There may be a surplus of funds at the end of the financial year. The maintenance cost around the village sign needs to be ascertained. Cllr West said the maintenance needs to be more frequently

Cllr Bailey said the Village Hall may need a grant towards stage lighting.

The Clerk said no allowance has been made for room hire.

ACTION: Cllr Ainsworth to ascertain cost of room hire.

iv. To consider invoices and cheques raised

It was **AGREED** to pay Mr David Ainsworth £50.00 by BACS, for the Village website for April and May 2018, inclusive.

Cllr Ainsworth will take over the maintenance of the website.

It was **AGREED** to give a grant of £50.00 to Swale Citizens Advice Bureau by BACS.

It was **AGREED** to give a grant of £100.00 to the Kent Surrey Sussex Air Ambulance by BACS.

It was **AGREED** to renew the subscription to CPRE for £36.00 by BACS.

12. Planning Matters

i. Any planning matter received by 31 May 2018

Cllr Bickerdike reported he has been given permission to remove a tree.

ii. "Looking Ahead"- review of Swale Local Plan

Councillors agreed to submit a response and to put details of the consultation on the Village website.

13. Policies and Procedures

Cllr Payne **PROPOSED** the adoption of the revised Standing Orders; **SECONDED** by Cllr Bailey: **AGREED UNANIMOUSLY**.

14. Village Emergency Telephone System

Cllr West reported there has been a demand for payment of £200 from The Community HeartBeat Trust, £100 being last years payment and £100 for the coming year. Three months' notice must be given to cancel the agreement.

Cllr Ainsworth said ownership of the defibrillator needs to be ascertained. The Village Hall purchased the defibrillator with grants and it was in the custody of the Village Warden. If the Village Warden has ownership of the defibrillator he will be responsible for insuring and maintaining the equipment. If it is ascertained the defibrillator belongs to the Village Hall, the Committee would like the Parish Council to consider taking ownership of it so that it would be covered under the Council's insurance.

ACTION: Cllr Ainsworth to contact the Village Warden to discuss the matter.

Councillors agreed that if the Village Hall owns the defibrillator, the Parish Council would be willing to accept ownership and be responsible for insurance and maintenance. The defibrillator would need to be in a public place.

Councillors **AGREED** to pay the cost of the Village Emergency Telephone System for 2017-18 by BACS.

15. Correspondence

1. 26.03.18: The Kent Resource Partnership (KRP) consultation on refreshing its Kent Joint Municipal Waste Management Strategy
2. 27.03.18: The Committee on Standards in Public Life consultation of local government ethical standards.
3. 28.03.18: Kent Police Rural Liaison Team's latest report
4. 28.03.18: UKPN Spring newsletter
5. 03.04.18: KCC rescheduled work for Otterden Road, Eastling
6. 04.04.18: Faversham and District Engagement Forum notice of meeting
7. 06.04.18: KCC Temporary Road Closure – Hopes Hill, Doddington
8. 10.04.18: Government Consultation on unauthorised developments and encampment
9. 18.04.18: Kent Fire and Rescue Service information relating to volunteering
10. 28.04.08: Kent Police & Crime Commissioner's 2018 National Rural Crime Survey
11. 30.04.18: Kent Police Rural Police Report and Rural Matters newsletter attached
12. 17.05.18: Cllr Bowles's newsletter
13. 17.05.18: Swale Borough Local Plan Review - Expert opinion meetings for Rural Communities

14. 18.05.18: KALC SAC AGM Agenda for 11 June 2018 plus draft minutes from the last meeting

16. Any Other Business

There being no further business, the meeting closed at 8.07pm

Signed as a true record of the meeting

Chairman
12 July 2018