

## SELLING PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on  
Thursday 16<sup>th</sup> June, 2022 at 19:00 hours at Selling Village Hall

**Present:** Cllr Kevin Hobson (Chairman), Cllr Andrew Bowles, Cllr Sue Henderson, Cllr Andy Day, Cllr Tony Kitchen, Cllr Amanda Saunders, Cllr David Woollett, Wendy Gregory (Clerk) and two members of the public.

**06.22.01 Welcome and apologies for absence**

The Chairman welcomed everyone. Apologies were received from County Cllr Rich Lehmann and Ward Cllr Valentine, both attending the Eastern Area Committee Meeting.

**06.22.02 Declarations of interests and dispensations**

Cllrs had no interests to declare.

**06.22.03 Items to be taken in a private session**

No items were required to be taken in private session.

**06.22.04 Confirmation of the Minutes of the Annual Meeting of the Parish Council**

**Resolved:** The Minutes of the Ordinary Parish Council meeting held on 19<sup>th</sup> May 2022 were approved all.

**06.22.05 Clerk's Report**

Councillor responsibilities have been updated on the website. The AGAR forms have been submitted to PKF Littlejohn. Details of the defibrillator at The Sondes has been given to be included in the Parish Magazine. The letter from Mike Baldock regarding planning was circulated to councillors and an interest in the training offered has been registered. Rich Lehmann advised that KCC Highways are happy to look at the damaged verges on Winding Hill and asked for an exact location. The road sign at Neames Forstal to Woodgate Court is being attended to by Swale Borough Council. The provisional date from UKPN for replacing the streetlight at Neames Forstal is the 11<sup>th</sup> July.  
**Resolved:** The Clerk's report was received.

**06.22.06 Open Forum**

No one spoke.

**06.22.07 Financial matters**

**a i) Bank account balances and the reconciliation for May 2022**

**Current Account**

Opening Balance as at the last meeting £12,411.16

Plus Receipts

Less Payments

£3,316.59

**Closing Balance**

**£9,094.57**

**Reserve Account**

Opening Balance as at the last meeting

£15,219.66

Plus interest payments

£1.33

Plus transfer from the Current account

£0

Closing Balance

**£15,220.99**

Less cheques not yet cashed

**£ 993.77**

**Total monies as of 31<sup>st</sup> May 2022**

**£ 23,321.79**

Councillors agreed that they had followed the bank reconciliation and the bank statements were signed by Cllr Bowles.

**Resolved:** The bank account balances and reconciliation for May 22 is approved.

**b) Accounts for payment**

- i) Clerk's part salary and expenses for May, 22 £104.63
- ii) Andrew Bowles for the Annual Parish Meeting refreshments £53.12
- iii) Vision ICT £355.36
- iv) SSE South Electric £72.06 paid by Direct Debit

**Resolved:** The above items were approved for payment.

**c) Incremental pay increase for The Clerk**

Councillors received notification of the incremental salary increase from scale SC22 to SC23 in line with the clerk's contract of employment on the successful completion of the CiLCA qualification.

**Resolved:** The Clerk's pay scale will be SC23 as from 1<sup>st</sup> June 2022.

**06.22.08 Planning Application**

**22/502650/FULL** Laburnum Cottage, Hogben's Hill. Garage conversion into a garden store. Cllrs thought there were no material objections to the application but recognise that additional consideration will need to be made due to this property being within the AONB and the Sheldwich and Hogben's Hill Conservation Area.

**Resolved:** Cllrs comments will be uploaded to the planning portal

**06.22.09 Local Council Awards Scheme**

The Chairman gave a summary of the scheme. Cllr Kitchen proposed that the parish council apply for the Local Council's Foundation Award and was seconded by Cllr Hobson. A vote took place; 4 votes were in favour and 2 votes against and 1 abstention.

**Resolved:** The parish council will apply for the Local Council's Foundation Award.

**06.22.10 Parish Council Action Plan**

The Chairman introduced the Action Plan. Cllr Woollett, proposed that the action plan was adopted, seconded by Cllr Day. A vote took place; 6 votes in favour and 1 abstention.

**Resolved:** The Action Plan is adopted.

**06.22.11 Internal Controls Policy**

The Clerk introduced the policy. It was proposed to adopt the Internal Controls Policy by Cllr Day and seconded by Cllr Kitchen. A vote took place, 5 votes in favour, 1 vote against and 1 abstention.

**Resolved:** The Internal Controls Policy is adopted.

**06.22.12 Parish Councillor Drop-In Surgery**

The Chairman asked councillors to consider having an umbrella agreement that councillors can conduct drop-in surgeries to engage with residents within a less formal setting. A discussion took place and Cllr Bowles proposed that the council should not



have such an agreement. A vote took place; 5 votes were in favour of the proposal and 2 votes against. Cllr Hobson asked that his vote in favour of a drop-in surgery be noted.

**Resolved:** Councillors do not have an umbrella agreement to conduct drop-in surgeries.

**06.22.13 Village Sign**

Cllr Saunders advised that she had contacted some village sign providers but had been asked to contact them again in July due to the pressures of the Platinum Jubilee. Cllr Saunders asked councillors to suggest where they thought a village sign or signs should be sited and to be aware that the position/(s) would have to be agreed with KCC Highways.

**06.22.14 Village Hall**

Councillors considered the request to support a proposal for building a new village hall. A discussion took place. It was proposed by Cllr Bowles and seconded by Cllr Saunders that the parish council should not support the building of a new village hall. A vote took place, 6 votes in favour of the proposal and 1 abstention.

**Resolved:** The Parish Council cannot support the creation of a fund to build a new village hall at this time and will be seeking to work actively with the village hall committee in terms of investigating ways of improving the current facilities and accessing funds to do so.

**06.22.15 Matters concerning Highways and/or the Highways Improvement Plan**

**i) To receive an update on flooded roads.**

Cllr Kitchen advised that he had reported the last flood at Fox Lane onto the KCC 'Report a Fault' Portal and when the water subsided, he reported the potholes in the same area. The potholes were repaired quickly. The flooding at the hill leaving Selling was also reported. Cllr Kitchen checked the damaged verges reported at the previous meeting. Cllr Day advised that the flooding on the Selling Road, at the dip of the hill leaving the village, has a works order raised but no action has been taken.

**ii) To receive an update on the Traffic Regulation Order**

The Clerk advised that the next step is for the parish council to pay for the design of the Traffic Regulation Scheme and the invoice has been requested. A response has been received from KCC regarding the installation of benches opposite The Sondes. The advice given is that tiering the area would make it more difficult to maintain and it is likely that KCC Highways would oppose this work. It is not a requirement for the Traffic Regulation Order that benches or other furniture be installed.

**iii) To receive an update on the Community Speedwatch Scheme.**

Cllr Kitchen reported that the Selling Community Speedwatch has been set-up and is ready for volunteers to sign-up. **Action:** The Clerk to contact residents who expressed an interest in the scheme from the survey and ask them to register.

*The Chairman asked councillors whether they were happy to extend the meeting beyond 2 hours to finish the business on the agenda. Councillors agreed.*

**iv) To receive an update on the advertising vehicles on the bridge over the M2**

Cllr Day summarised the situation to date. **Action:** The Clerk to contact Sheldwich Parish Council to ask what action, if any, they have taken. Cllrs Lehmann and Valentine will be asked for an update in time for the next meeting.

**06.22.16 Matters raised for information purposes only from portfolio holders and adopted schemes.**

- i) **Highways** – No further report.
- ii) **Law and Order** – The police report was circulated with nothing further to report.
- iii) **Perry Wood** – The Perry Wood Management meeting has taken place.
- iv) **Public Rights of Way** – Michael Ellis is leaving PROW at the end of June and an internal candidate will be taking over the role.
- v) **Mid-Kent Downs** – Cllr Woollett advised that CPRE are promoting a campaign for a designation of 'Local Green Spaces'. This gives land the same protection as 'Green Belt'.
- vi) **Village Hall Committee** – Cllr Henderson wished to thank Matthew Cooper who collected the ton bags of bark from the car park and took them up to the children's play area. Mr Cooper responded to the Village Hall Committee's appeal on Facebook and members said that they wouldn't have been able to spread the bark without his help.
- vii) **KALC/SAC** – Cllr Bowles reported that the Minutes from the May meeting has been distributed.
- viii) **Church Building Trust** – Cllr Bowles advised that a meeting has been arranged to discuss matters concerning recruitment.
- ix) **Selling School** – The Chairman reminded members of the fete that takes place on the 25<sup>th</sup> June.

**06.22.15 Correspondence**

Councillors were asked if they would like to attend the 'Councillor Conference' taking place on Thursday 30<sup>th</sup> June. Cllr Saunders and Cllr Hobson will attend. A request has been made to comment on the Boughton and Dunkirk Neighbourhood Plan, this will be considered at the next meeting.

**06.22.16 Items to be placed on the next Agenda**

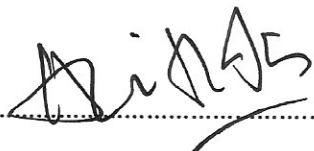
The appointment of the internal auditor for 2022-23. Consideration of the Boughton and Dunkirk Neighbourhood Plan. Any other items should be emailed to:

[clerk@sellingparishcouncil.gov.uk](mailto:clerk@sellingparishcouncil.gov.uk) no later than Tuesday, 12<sup>th</sup> July 2022

**06.22.17 The date of the next Ordinary Parish Council meeting will take place on Thursday, 21<sup>st</sup> July, 2022 at 19:00 at Selling Village Hall.**

The meeting closed at 21.19 hours

Signed.....



Date .....

14 July 2022