

SELLING PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Thursday 18th August, 2022 at 19:00 hours at Selling Village Hall

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

08.22.01 Welcome and apologies for absence

The Chairman welcomed everyone. Apologies were received from Cllr Kitchen due to travel, County Cllr Rich Lehmann due to another engagement, Ward Cllr Valentine is attending a planning meeting and Ward Cllr Alastair Gould is away.

08.22.02 Declarations of interests and dispensations

Cllrs had no interests to declare. Cllr Saunders read out a written statement and requested that it was minuted that she wished to disassociate herself completely from the council business published on the agenda under item 08.22.12 and would withdraw from the council proceedings whilst this item was addressed. Cllr Woollett advised that he would take the same action.

08.22.03 Items to be taken in a private session

Item 08.22.12 will be taken in private session by reason that the information provided was given in confidence and the confidentiality should be maintained.

08.22.04 Confirmation of the Minutes of the Parish Council Meetings taken place in July

Councillors were asked whether they had any observations to make regarding the accuracy of the minutes for the Ordinary Parish Council meeting held on the 14th July. None were made. Cllr Bowles proposed that the Minutes of the Extraordinary Parish Council meeting held on the 28th July were a true record, seconded by Cllr Day, a vote took place, 5 votes in favour, 1 vote against.

Resolved: The Minutes of the Ordinary Parish Council meeting held on 14th July 2022 and the Minutes of the Extraordinary Parish Council meeting held on the 28th July 2022 were signed by the Chairman as a true record.

08.22.05 Clerk's Report

The PCC thanked the parish council for the community grant to help with the cost of grass cutting and advised that the support is greatly appreciated. The response received from SE Water following the complaint about the number of water leaks in the village is welcome and it is good to hear that some new measures have taken place such as the sensor to alert SE Water of any further problems. A notice has been circulated by the British Heart Foundation that a number of defibrillators have a recall on them. The supplier was asked whether the units in Selling were affected. They've advised that they were checking their records and any customers affected will be contacted. We haven't heard anything further. The prep kits for the defib cabinets have been ordered but due to a surge in demand, they can't fulfil our order until they receive new stock, due in on the first week of September.

Resolved: The Clerk's report was received.

08.22.06 Open Forum

Two residents spoke to oppose the planning application for the proposed change of use of the old Telephone Exchange.

Councillors agreed to move agenda item 08.22.08 Planning Applications, to be resolved following the Open Forum.

08.22.08 Planning Application

22/503514/FULL Change of use from existing office (use class E) to a 1 bedroom, 1 person dwelling and live work space (combined use classes E and C3), including alterations to the windows. – The Old Exchange, The Street, Selling ME13 9RQ

A discussion took place and it was agreed unanimously that the parish council would object to this application.

Resolved: An objection to this planning application will be made.

22/502692/FULL Application for minor material amendment to approved plans condition 2 to allow an increase in size and relocation of the building within the site – Land North of Perry Leigh, Grove Road.

Resolved: An objection to this planning application will be made.

Action: The Clerk to summarise the objections raised and draft a response to be approved by Cllr Bowles and submitted to Swale Borough Council.

08.22.07 Financial matters

a) Bank account balances and the reconciliation for July 2022

Current Account

Opening Balance as at the last meeting	£7,290.63
Less Payments	£1,832.34
Closing Balance	£6,231.79

Reserve Account

Opening Balance as at the last meeting	£15,222.24
Plus interest payments	£1.21
Closing Balance	£15,223.45

Less cheques not yet cashed £ 120.00

Total monies as of 01 August 2022 £ 21,335.24

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

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

b) Accounts for payment

- i) Clerk's part salary and expenses for July, 22 £133.16
- ii) SLCC Enterprises £27.00 incl. VAT (Agreed Min Ref. 07.22.12)
- iii) Streetlights £51.00 incl. VAT
- iv) Streetlights £1,410 incl. VAT

Resolved: The above invoices are approved for payment. Cheques were signed by Cllr Day and Cllr Bowles.

c) Accounts for Payment for information only

- i) Clerk's salary £597.13 by Standing Order 25/7/22

ii) SSE Southern Electric £56.73 by Direct Debit 21/7/22

d) The appointment of the Internal Auditor for 2022-23

The Clerk gave a summary of the responses received to the request for quotations for undertaking the internal audit for 2023 and onwards from the list of auditors as provided by KALC. Cllr Saunders proposed that the parish council accept the quotation from Martin Thomas, seconded by Cllr Woollett a vote took place and it was agreed unanimously.

Resolved: Martin Thomas will be appointed to do the audit for 2023 and 2024.

08.22.09 Local Council Awards Scheme

The Clerk advised that the parish council require two documents to complete the application for the award, a record of training already undertaken by councillors and a training policy. **Action:** The Clerk to complete these works.

08.22.10 Parish Council Action Plan

An additional two columns have been added to the Action Plan to follow progress on the ongoing projects.

Resolved: The Parish Council Action Plan was reviewed.

08.22.11 Village sign

Cllr Saunders described a number of sites for the possible siting of the village sign and ideas for fund-raising to cover the cost of between £7,000-10,000 to complete the project. The local artist who has expressed an interest in designing the sign has been provided with a list of elements; a silhouette of the church, hops, apples, cherries and pears, the peacock which is the Neames' Family Crest. Grapes could be added to represent the new winery.

Next steps: It was agreed that Cllr Saunders will email the artist's contact details to the clerk, for the clerk to request an outline design, free of charge, to enable wider consultation.

08.22.13 Dignity at Work Policy

The revised 'Dignity at Work' Policy was reviewed. Cllr Bowles proposed that it was adopted, seconded by Cllr Day. A vote took place and it was agreed unanimously.

Resolved: The revised 'Dignity at Work' policy is adopted.

08.22.14 Civility and Respect Pledge

The Clerk explained that the statements on NALC's website were different to the suggested agenda item document provided and that the parish council's lack of a training program excluded it from signing the 'Civility and Respect' pledge at the present time.

Resolved: This item is deferred until the parish council is eligible to sign the pledge.

08.22.15 Matters concerning Highways and/or the Highways Improvement Plan

i) To receive an update on flooded roads.

Cllr Day reported that the last update for the area that floods on Selling Road was that KCC Highways were awaiting permission to build a soakaway. **Action:** The Clerk to contact KCC Highways to ask whether permission has been granted.

ii) To receive an update on the Traffic Regulation Order

- The Clerk advised that the scheme is being worked on by the design team.
- iii) **To receive an update on the Community Speedwatch Scheme.**
The next stage is to arrange a date for training. **Action:** To arrange a date for training. The Clerk to ask for more volunteers through the website and social media.
 - iv) **To receive an update on the advertising vehicles on the bridge over the M2**
Action: The Clerk to ask Ward Cllr Valentine whether he has had a reply to the email sent to the police sergeant on this matter and if not, to chase up a reply.
 - v) **To hear of problems caused by some parked vehicles**
Cllr Day reported that he has been asked to look into the problem of the higher number of parked vehicles than usual on Selling Road which reduces the sight-lines for vehicles pulling out from Monica Close. **Action:** Cllrs Day and Hobson will send photographs of any future instances to the PCSO as has been requested.

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

- i) **Highways** – No further report.
- ii) **Law and Order** – Cllr Day advised that the PCSO hadn't witnessed any problem parking at Hogben's Hill but would continue to monitor the area. The police report was circulated along with a poster advising of a scam. Cllr Day asked for the poster to be put up on the notice boards with the published draft minutes.
- iii) **Perry Wood** – No report
- iv) **Public Rights of Way** – Cllr Day reported that the footpath from the station to the woods is very overgrown. Cllr Day will check who the landowner is and contact them to ask for it to be cut back.
- v) **Mid-Kent Downs** – Cllr Woollett reported that the Kent Downs AONB Unit has made a joint application with its equivalent body in France to apply for UNESCO status as the world's first chalk-based Global Geopark. If successful it will be the only Geopark to be shared by two countries that don't share a land border.
- vi) **Village Hall Committee** – No report
- vii) **KALC/SAC** – Cllr Saunders attended the AGM and reported that a police spokesperson advised that many of the PCSOs working in Swale will be reduced by Christmas and that warranted police constables will replace some of the PCSOs. Cllr Saunders was elected the KALC Learning & Development Group SAC Officer.
- viii) **Church Building Trust** – Cllr Bowles reported that the secretary of the trust resigned and a new secretary has been appointed.
- ix) **Selling School** – No report

08.22.17 Correspondence

All correspondence has been circulated.

08.22.12 Anti-social behaviour

This matter was discussed in private session.

The Chairman asked if members were happy to extend the time stated for the meeting in Standing Orders to complete the items on the agenda, councillors agreed.

Resolved: The proposal to write to Optivo, the Police and Swale Borough Council to ask them to consider the full range of powers available to them in regard to the recent reports of anti-social behaviour was agreed unanimously.

08.22.18 Items to be placed on the next Agenda

Any other items should be emailed to: clerk@sellingparishcouncil.gov.uk no later than Tuesday, 6th September 2022

08.22.19 The date of the next Ordinary Parish Council meeting will take place on **Thursday, 15th September, 2022** at 19:00 at Selling Village Hall.

The meeting closed at 21.15 hours

Signed.....

Date