SELLING PARISH COUNCIL

MINUTES FOR THE ORDINARY MEETING

HELD ON WEDNESDAY 5 JUNE 2019

1: Welcome and Apologies for absence:-

Present were:-

Councillor Hobson (Vice Chairman), Acting Chairman in the absence of Cllr Bowles, Cllr Henderson, Cllr Webb and Cllr Saunders (Acting Clerk/RFO), Ward Councillor Cllr Tim Valentine and 18 members of the public. All were welcomed to the meeting.

Apologies for not attending the meeting had been received at the end of the 15 May meeting from Cllr Andrew Bowles, on the grounds that he would be away on holiday.

Cllr Hobson resolved, Cllr Saunders seconded, and it agreed that Cllr Bowles' apology and reason for his absence be accepted by the council.

2. Declaration of Interests and dispensations:-

None was forthcoming regarding the items on the published agenda.

A resident attempted to disrupt the business of the council. The chairman advised the meeting that residents could speak only during the public forum session after the meeting had ended.

3. Minutes - approve and sign the minutes of the meeting held on 15 May 2019:-

The matter was discussed at length.

It was proposed by Cllr Webb, seconded by Cllr Henderson and agreed unanimously that the minutes of the last ordinary meeting be held over for approval and signature until the next meeting of SPC, which will be an extraordinary meeting to be called by the Vice Chairman in the absence of the Chairman, with one item on the agenda.

4. Matters to be updated (for information only):-

a) Website

Cllr Hobson informed the meeting that the company contracted to build a new website for the council, Vision ICT, has started work on it, and hopes to complete and have an initial trial version up and running in time for the next ordinary council meeting. It is a work in progress, but along with the council Facebook page will be of great benefit to the whole community. Cllr Hobson was thanked by the council for the time and effort he was putting in overseeing the transition from the old to the new website.

H.B.

b) Council office equipment

Cllr Hobson stated that former SPC member Ash Rehal had delivered the new office equipment that had been purchased by him on behalf of the council, as agreed at the SPC meeting held on 6 March 2019, and consisted of a laptop computer, a printer , Microsoft Office software and computer virus protection. (see also Item 7)

c) Highways

Cllr Hobson confirmed that the council will hold a public meeting about highway matters as soon as possible. The Chairman, Cllr Bowles, had already contacted a number of guest speakers. More information will be given at the July council meeting.

d) Selling Big Lunch

Cllr Hobson said that the event, which was a bring your own picnic, had been held on a sunny afternoon at Cadman's Meadow on Sunday 2 June 2019 and was part of the national Big Lunch events held all over the country. Cllr Hobson thanked everyone who gave their time and help, particularly members of Selling Bee Friendly Project, Selling School, other Selling councillors and many other Selling village residents. Although people brought their own food and drink, free refreshments and a BBQ were available onsite, along with Kent Wildlife Trust and Selling Bee Friendly stands. The 96 people who attended were able to enjoy games for children, beach tents, a display of bee & bug hotels and an exciting rounders match. Feedback on the day and since was highly positive, with many citing the relaxed atmosphere of togetherness and fun for all ages. The invoice of £100 from Selling Cavaliers Cricket Club for the hire of the pavilion and grounds is to follow.

5. Councillors' Code of Conduct and Nolan Rules as per www.gov.uk/government/publications/the-7-principles of public life:-

Cllr Saunders explained that the agenda for the Annual Parish Council meeting held on 15 May 2019 should have included an item that "the council agrees to adopt the Councillors' Code of Conduct and Nolan Rules", as this is a requirement at the start of a new council. The matter was discussed. Cllr Webb said he was not prepared to agree to observe the Code or Rules as outlined on the agenda.

Cllr Hobson proposed, Cllr Saunders seconded, and it was agreed 3-1 that the corporate council adopt the Councillor Code of Conduct and Nolan Rules.

6. New Clerk:-

Cllr Webb proposed, Cllr Saunders seconded and it was agreed unanimously that the council should advertise for a new clerk to be employed by SPC as a matter of urgency.

A.B.

7. Return of council property:-

It was noted that Cllr Hobson had retrieved and signed for various items of SPC property on a detailed inventory from the home of the former Locum Clerk, Mrs Glenda Smart. It appears that there is still property of the council outstanding. It was noted that the Chairman - on KALC's advice - would be writing to each of the former employees and members of Selling Parish Council from May 2015-May 2019 to remind them that all council property must be returned to the council, via the Chairman, for audit and safe keeping.

Cllr Webb proposed, Cllr Henderson seconded, and it was agreed unanimously that all Selling Parish Council property - including the new office equipment - would be transferred for safe keeping to the home of the Chairman, Cllr Andrew Bowles, on his return from holiday.

8. Financial matters:-

a) It was noted that the VAT reclaim of £1,152.39 for the financial year 2018-2019 had been received by the council and entered into the council's current account at the bank.

b) It was noted that on the 5 June 2019, the council's bank accounts stand at:-

Selling Parish Council NatWest Current Account	£18,466.61
Selling Parish Council NatWest Bus Res Account	£5,206.24

c) Payments:-

Cllr Hobson proposed, Cllr Webb seconded and it was agreed unanimously that the following payments be approved and paid by the council:-

i)	SSE Energy	£24.00 approx	Street lights June	Direct Debit
ii)	Vision ICT	£325.00 + £65 VAT)	Website deposit	Cheque 001285
iii)	SPCC Treasurer	£85.00	Spring Newsletter	Cheque 001284
(iv)	Mrs Glenda Smart	£44.40	Former Locum Clerk payment for her final travel/hours claim	Cheque 001286

All cheques were signed and the stubs initialled by Cllr Webb and Cllr Henderson at the meeting.

AB

d) To consider any invoices/payments to be made at the next meeting on 11 July 2019:-

a) Member training - 3 x £60 + VAT (£72) for forthcoming KALC training sessions booked for Cllr Henderson, Cllr Hobson and Cllr Saunders.

Cllr Hobson proposed, Cllr Webb seconded and it was agreed unanimously that the council will pay KALC for training 3 councillors.

b) HMRC payroll costs for employment of the former Locum Clerk and former Clerk.

It was noted that the HMRC costs for the two former employees had not been received and so could not be agreed.

c) Hire of the cricket pavilion and grounds at Cadmans Meadow for the Big Lunch.

Cllr Saunders proposed, Cllr Webb seconded and it was agreed unanimously that the council will pay the invoice from the Cavaliers Cricket Club for the hire of the pavilion and grounds for the event held on 2 June 2019, once the invoice is submitted.

d) Expenses and postage etc incurred by the Interim RFO.

It was noted that Cllr Saunders would submit an expense claim with supporting documents to the council at the next meeting.

9. SPC website - change of domain name and email addresses

Cllr Hobson explained that councils were advised to change their website domain name and email addresses to the gov.uk domain in line with government recommendations. Vision ICT would be able to incorporate the changes in the web build at no extra cost. But there will be a cost of £105 +VAT for registering the website name initially (£55 renewal fee after 2 years), plus £18 including VAT a year for registering each councillor's email address. The overall initial cost this year would be between £350-£400, depending on how many email addresses are registered.

Cllr Webb proposed, Cllr Henderson seconded, and it was agreed unanimously that the cost of registering the council's new domain name (www.sellingparishcouncil.gov.uk) and related councillor email addresses be paid by the council on receipt of an invoice.

Cllr Webb proposed, Cllr Saunders seconded, and it was agreed unanimously that Cllr Hobson should oversee the process of registering the new SPC website domain name and related councillors' email addresses.

10. KALC Swale Area Committee AGM

Cllr Webb proposed, Cllr Saunders seconded and it was agreed unanimously that the council support applications by the council's KALC SAC representatives Cllr Hobson and Cllr Saunders in the committee elections to be held at the AGM on 17 June 2019.

A.B

11. Councillor reports:-

a) Perry Wood - Cllr Henderson had found the ramp made by cyclists using chain saws in the wood that had been referred to by a member of the public at the last meeting. She had reported it to Swale Borough Council who confirmed it will be added to its scheduled work. A Perry Wood management meeting attended by Cllr Bowles and Cllr Henderson was told work this season would include rhododendron clearing and dead hedging behind the car park, coppicing, and bracken rolling at the Pulpit. Off road and quad biking remain a perennial problem, but SBC said it would keep managing the problem and clearing obstacles as it finds them. It's hoped that the steering group will meet within the next 6 months.

b) Mid Kent Downs - Cllr Saunders reported that there were lots of interesting events centred in and around the Downs throughout the summer. Full details can be found at the website www.kentdowns.org.uk/visit/events/

c) Village Hall - Cllr Webb reported the following: the Leylandii hedging at the rear of the car park needs to be cut to a more sensible height for safety reasons; an area of the car park outside the hall's fire exit has been coned off to prevent cars blocking access for emergency vehicles; concerns have been raised about the safety of children and staff crossing the road between the school and the village hall as there have already been a few incidents, including a collision between two cars. Cllr Webb confirmed that the school is responsible for these safety issues. It had been noted that the sight lines below the village hall are poor, as the overhanging hedges along the road need cutting back. Parents at the school are interested in improving and using the play area next to the Millennium car park, which is the responsibility of the Village Hall management committee. The village hall continues to be hired and used on a regular basis by the school for its activities. Cllr Webb reported that there has been a worrying reduction in staff at the school recently, on top of which pupil numbers have gone down, and the plans for building work on the site have been shelved for the foreseeable future.

d) Selling School - Cllr Hobson said that Cllr Webb had dealt with school matters under item c) so he had nothing more to add.

e) KALC SAC/outside bodies - Cllr Hobson and Cllr Saunders had been invited to attend the AGM in Sittingbourne on 17 June 2019 and will report back to the council at its next meeting.

f) PROW - there is no representative yet, but it is hoped that a resident will volunteer to report to council meetings on matters regarding the state of the public rights of way in and around the village .

g) Consultation documents - no report available due to the absence of Cllr Bowles.

h) Selling Church Buildings Trust - no report available - due to Cllr Bowles' absence.

12. Reports from Borough and County Councillors (if present)

Cllr Hobson invited Swale Borough Councillor Tim Valentine to give his report to the meeting:-

a) Cllr Valentine said that on 7 May 2019 Swale Borough Council had approved planning permission for the change of use of Duchy land earmarked for the Selling play area at Neames Forstal, and that the S106 £22,402.04 allocated for the play area was still available.

b) Vandalism and environmental damage to the peaty soils and the woodland had been caused by people moving soil and cutting trees, particularly around the Windmill Hill area. This has been reported to Swale Borough Council, which has reacted pro-actively. Repair and other remedial work is being carried out in Perry Wood, including possible fencing around the Iron Age monument, which it is hoped will help to protect it for the future. A.B.

c) This year each borough councillor has been allocated £2,400 to award as grants to community groups, who need to apply for funding to their ward member in writing as soon as possible.

d) Update on the Aldi development in Faversham: this has been deferred due to concerns about location. air quality, traffic, impact on the town.

Cllr Hobson thanked Cllr Valentine on behalf of the council.

13. Correspondence/publications (for information only)

KALC had sent town and parish councils a warning from Kent Police and Social Services about a spate of IT scams and a spate of other scamming crimes involving vulnerable, lonely and isolated people living in rural areas.

14. New calendar of ordinary council meetings for 2019-2020

The Council discussed ongoing issues of health & safety, child protection, timing, parking, external lighting, and congestion arising from holding council meetings on Thursday evenings at 8.00 p.m.

Cllr Webb proposed, Cllr Saunders seconded, and it was agreed that the council would check with Mrs Susan Smart, Chairman of Selling Village Hall Management Committee, what other available weekday evening slots were available for the council to hold its 2-hour monthly meetings.

15. Date of the next meeting

After some discussion, Cllr Hobson proposed, Cllr Saunders seconded, and it was agreed 3-1 that the next ordinary council meeting would be held at 7pm on Thursday 11 July 2019.

A.B.

It was noted that before 11 July 2019, an extraordinary council meeting of SPC would be called by the Chairman/Vice Chairman, with one item on the agenda:- for the council to approve and sign the minutes of the SPC meeting held on 15 May 2019.

At 9.45pm the business of the council ended and the meeting closed.

Signed:- .....

Date:- .....11th July 2019.....