

SELLING PARISH COUNCIL

Minutes of the Ordinary Council Meeting held remotely on Thursday 18th June at 18:00 hours by video conference

Present: Cllr Andrew Bowles (Chair), Cllr Kevin Hobson, Cllr Sue Henderson, Cllr Andrew Day, Cllr Amanda Saunders, Cllr David Woollett and Wendy Gregory (Clerk) **and 5 members of the public.**

06.20.01 Welcome and apologies for absence

There were no absences

06.20.02 Declarations of interests and dispensations

Cllrs had no interests to declare.

06.20.03 Items to be taken in private session

No items were required to be taken in private session

06.20.04 Confirmation of the Minutes of the Ordinary Meeting

Resolved: The minutes of the Ordinary Parish Council meeting held on 21st May 2020 were approved. Proposed by Cllr Hobson and seconded by Cllr Saunders and approved by all.

06.20.05 Clerk's Report

Investigation of the responsibilities of the Parish Council under LGA1972 S214(6) the maintenance of burial grounds. Concluded that the Parish Council should continue to budget for a contribution to the up-keep of this community asset. The guidance for the maintenance of the burial ground states that the open areas of green space will require maintenance and considerations to wildlife is about less cutting and not about allowing the area to become overgrown or unkept. The graves that come under the Commonwealth War Graves Commission have very specific requirements for the length of the surrounding grass areas. The Certificate of Exemption of the AGAR 2019/20 has been submitted. The noughts and crosses game is due to be installed in the Children's Play area on Monday Morning. The requested VAT refund of £1,394.36 has been paid into the bank account
Resolved: The Clerk's report was received and bullet points from the report will be included within the minutes.

Matters of interest arising (for information only)

None

06.20.06 Open Forum

No Ward Councillors were in attendance. Two members of the public spoke in support of their planning application. Cllr Bowles gave an overview from his April/May report which has been distributed.

Action: To minute that the Councillors were disappointed at the low attendance record of the Borough Councillors at the Parish Council meetings. Cllr Bowles stated that in light of his previous position he would neither speak on it or vote on this issue.

06.20.07 Matters resolved under the scheme of temporary delegation under LGA72s101

No actions taken

06.20.08 Financial matters included under the scheme of temporary delegation

28/05/20	1333	Letter	Selling Parochial Church Council	£	700.00
28/05/20	1334	Invoice	Clerks salary and expenses for April	£	570.76
08/06/20	1335	Invoice	Vision ICT	£	339.60
08/06/20	1336	Invoice	Streetlights	£	2,820.00

06.20.09 Financial matters

a) Bank Account Balances and Reconciliation

Current Account

Opening Balance as at the last meeting	16,224.74
Plus Receipts	7,984.36
Less Payments	2,508.47
Closing Balance	21,700.63

Reserve Account

Opening Balance as at the last meeting	5,214.93
Plus interest 30 April	.86
Plus interest 29 May	.83
Closing Balance	5,216.62

Less payments not yet cashed **4,149.60**

Totals as of 5th June 2020 **22,767.65**

Resolved: The bank account balances and reconciliation were approved

b) Accounts for Payment

- i) Clerks salary and expenses for May 20 £580.85
- ii) SSE Southern Electric £25.56

06.20.10 Payroll Providers

A discussion took place about the merits of three payroll providers
Resolved To appoint DM Payroll to manage the Clerks salary. Proposed Cllr Bowles, Seconded Cllr Hobson and unanimously agreed.

06.20.11 Annual Governance and Accountability Return 2019/20

- i) The Internal Auditor's report

Resolved: Received the Internal Auditor's report and the noted the Auditor's comments

- ii) Complete and approve the Annual Governance Statement
Councillors were asked to agree each statement on Section 1

Resolved: The statements were agreed by all

- iii) Approval of the Accounting Statement

Resolved: Councillors approved the Accounting Statement

06.20.12 Selling Parish Council's response to Covid-19

Since the meeting 21 May we have maintained the key objectives of our response strategy to the COVID-19 emergency.

We ensured our residents are able to access current and authoritative information:

- to provide updated advice, news and guidance from government and trusted sources (such as NHS and PHE) on our website
- to post selected key information and signposting on our Facebook Page.

We have also received weekly information on Borough, County and national trends of local councils' response to COVID-19 from the Local government Information Unit, Local Government Association, KCC, National Association of Local Councils, and Kent Association of Local Councils. This allowed us to keep our website and Facebook page current and accurate with trusted sources of information.

We continue to offer a service of printing from the internet, or our website, any information or material that any resident would like and then deliver safely to their doorstep.

Emerging trends this past month are focused on: support for schools, young people and children; the new govt. guidelines on meeting people outside your household, local crime trends during the emergency; and new criminal scamming activity targeted at Kent; **[New scam phone calls from 020 3966 9792](#)**

Please be aware that phone calls from 0202 3966 9792 are targeting this area of Kent and are a criminal attempt at scamming. The caller pretends to be from the National Crime Agency and says you are the subject of a criminal investigation. It threatens immediate action, including arrest, unless you respond. **DO NOT TAKE ANY ACTION.** The caller will appear polite and plausible. They are actually part of organised crime. Just ignore the call and block the phone no. if you wish.

[Meeting people from outside your household](#)

The government recognises how difficult it has been for people to be cut off from their family and friends in recent months. This guidance explains how you can now see people you do not live with, while protecting yourself and others from coronavirus:

[Guidance on meeting people outside your household](#)

[Reports of crime during the COVID-19 emergency](#)

Kent Police publish crime statistics for the previous month by ward level and indicate these on a map of Boughton & Courtney Ward. You can see the map here:

[Top offences in Boughton & Courtenay Ward for May 2020](#). During May 2020 there were 10 allegations of theft related offences, 10 allegations of violence related offences and 6 of harassment related offences. *None of these 26 allegations of crime occurred in Selling.* Police attended three reports of nuisance vehicles at Perry Wood, which has been a consistent hot spot for anti-social behaviour during the COVID-19 crisis. The information from these calls by members of the public is invaluable in adding to the intelligence picture and in developing a comprehensive case of the anti-social behaviour in and around Perry Wood. It is vital that we continue to report each and every incident to Police and where possible provide photos and video of the activity of nuisance vehicles and bikes (motor and pedal). **[Latest news on schools, children and young people](#)**. Comprehensive information relating to Kent schools and nurseries, and provision for children and young people during the Covid-19 pandemic is available from [Kent County Council Education](#) KCC has set up an [Online Youth Services offer page](#), which brings together everything that is being offered in one place. KCC has been promoting and encouraging parents and young people to access resources to help keep them emotionally healthy. The [HeadStart Kent Resilience Hub](#) is aimed at parents and carers but can be accessed by young people as well. [MoodSpark](#) has been developed for young people in Kent. A mental health and wellbeing online platform for young people has been extended during the Covid-19 pandemic. As part of the Headstart Kent Programme, the Kooth digital mental health support service has already given one in five young people, aged 10 to 16, easy access to an online community of peers and a team of experienced counsellors.

06.20.13 Law and Order

The Kent Police Rural Strategy 2020-23 document was circulated to Councillors along with the following report from the PCSO:

Total amount of calls - 13

23/05/2020- Nuisance vehicles- Perry Wood

26/05/2020- Nuisance vehicles- Perry Wood

28/05/2020- Nuisance vehicles- Perry Wood

All 3 reports made regarding nuisance vehicles at the location of Perry Wood were attended by patrols, however on our arrival no vehicles were found. There is a Themis Case created regarding the ongoing issues with Off-Road Bikes in the area. Currently under investigation. Any CCTV footage from local residents or members of the public are much appreciated. **02/06/2020- An abound vehicle- Patrols attended and vehicles was seized.**

It was noted that the Councillors felt that the support from Kent Police was inadequate and more effort should be made to have a presence at the Parish Council meetings. Perry Wood and The Sondes Tea House and the area around the train station are experiencing more anti-social behaviour.

The Themis, was acknowledged as a positive step in the effort to collate the information about the off-road bikes and it is important that residents report problems.

Action: The Clerk to contact the Police to explore ways for an officer to join the meetings.

Action: The Clerk to invite Tim Valentine and Graham Tuff; Open Spaces Manager at Swale to the next Parish Council meeting to discuss this matter.

Action: The Clerk to draft a letter to the Rural Sargent and the Inspector of North Kent Police to express the Parish Council's dissatisfaction with the current service for agreement to send, to Cllrs Bowles and Hobson

Action: The Clerk to contact the two Borough Councillors to ask whether the quarterly meeting still takes place as a Police Consultative Body and if so Swale to request that details of the meeting available generally.

Action: The Clerk to re-send the Kent Police Rural Strategy 2020-23 and ask Councillors for their thoughts and comments for a collaborative response

Resolved: Cllr Andy Day agreed to take on the role of Police Liaison Officer.

06.20.14 Section 106 monies

The Clerk updated the meeting on the progress made on the viability of installing a footpath to access the inherited proposed site made under planning reference 18/502706/FULL.

- The minimum width for a footway is 1.2 metres
- The cost for Highways to survey and design a footpath will be in the region of £4,000.
- SGN gas have undertaken a site visit and advise that the District Governor, the green cabinet that regulates the flow of gas from the source to individual properties in the village, is 1.2m from the edge of the road. It is the Officer's opinion that should a footway be agreed, the District Governor would need to be moved and it is thought likely that this has been moved previously, it may need a new site.
- The land is owned by the Duchy and permission will need to be obtained and then an agreement made between the Duchy and the farmer of the land.

Resolved: To gather all of the evidence to know the cost of installing a footway and to invite a site visit from a Highways representative. To investigate the opportunity of improving the infrastructure of the current playground. The aim is to resolve the matter at the next meeting.

Action: The Clerk to contact the Village Hall Committee to discuss the opportunity of spending the 106 monies on improving the existing playground facility

Action: To invite a site meeting with a representative from Highways to discuss the viability of the footway

06.20.15 Village sign

No update

06.20.16 Councillor reports

Resolved: Councillors were asked to email reports

06.20.17 Correspondence

Councillors were asked to read through the Local Government Association on Draft Model Member Code of Conduct, which has been emailed to them to discuss at the next meeting.

06.20.18 Planning Applications

Planning Application reference 20/502025/FULL Cannister Hall, Stonestile Lane, Selling. Proposed relocation of the main entrance to the property, including change of use of land to residential garden and erection of a detached double garage and carport with home office space above. Removal of existing driveway and access. was discussed and the applicants answered questions. The Chairman thanked the applicants for taking the trouble of attending the meeting and staying to answer questions

Resolved: To support the application.

Action: The Clerk to update the planning portal.

Action: To move Planning Applications to after Financial Matters on future agendas.

06.20.19 Items to be placed on the next Agenda

- i) Covid-19 response update
- ii) Village sign
- iii) Section 106 monies
- iv) LGA Draft Model Member Code of Conduct
- v) Law and Order
- vi) Highways

Any further items to be considered should be emailed to:

clerk@sellingparishcouncil.gov.uk by Tuesday 7th July, 2020.

06.20.20 The next meeting will be held by video conference on Thursday 16th July 2020 at 18:00 hours.

The meeting closed at 20:04 hours

Signed.....

Date