

GRAVENEY with GOODNESTONE PARISH COUNCIL

**Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Graveney,
on Monday 12th March 2018 at 7.30pm**

Present: Cllr Alan Stewart (Chair), Cllr Roger Mitchell (Vice-Chair), Cllr Clare Boggia, Cllr Catherine Wilkinson, Bex Ratchford (Clerk) Public: 4

148. Apologies for absence

Apologies were received from Cllr Teresa Bowles, Cllr Lesley Lound and Cllr Andrew Bowles (SBC & KCC).

149. Declarations of interests

Cllr Boggia declared an interest in agenda item 162c as close neighbour.

150. To approve the minutes of the meeting held on 8th January 2018

The minutes were **agreed** as an accurate record of the meeting and were signed and dated by the Chair.

151. Matters arising (for information only)

- a. Action 131a: agenda item 156.
- b. Action 131b: site for dog bin is grass and soil. **Action 151b: Clerk to progress purchase of bin.**
- c. Action 131c: housing association written to.
- d. Action 131g: KCC informed of sign design and Network Rail written to.
- e. Action 133: casual vacancy posters provided, no uptake yet.
- f. Action 134a: agenda item 153.
- g. Action 134b: response to Planning Inspectorate sent.
- h. Action 136: agenda item 154.
- i. Action 137: agenda item 155.
- j. Action 138: Cllr Stewart responded to the KFRS consultation.
- k. Action 139: application made, money received.
- l. Action 141a: precept form returned and questions regarding increase responded to.
- m. Action 142: planning comments made.
- n. Action 144a: letter still to be sent. **Action 151n: Clerk to write to VH committee.**
- o. Action 145: grant could not be applied for as no invoice had been received for further work on the bus shelter. **Action 151o: Clerk to check with contractor whether work has been carried out.**
- p. The new NhW sign is waiting to be collected at Sittingbourne Police Station. **Action 151p: Clerk to collect.**
- q. Cllr Boggia received a response from Helen Whately MP stating that the lorry park issue is being monitored and the Head of Planning Enforcement at SBC visited the Eco-Merchant site and is monitoring further.

152. Crime Report

There are three crimes listed on the website; all are vehicle crime.

153. Cleve Hill Solar Park

The Chair of GREAT (Graveney Rural Environment Action Team) was present to give an update. A consultee meeting was held at the end of February with Cleve Hill Solar Park, GREAT and the PC. The site has been tweaked slightly with part of Cleve Hill removed, and some mitigating features introduced. Phase 2 of the consultation starts in April/May, which should be more specific. Consultations have started with the RSPB, Kent Wildlife Trust and Natural

England. GREAT are currently focussing on raising awareness both locally and further afield. An article was put in the parish newsletter, signage is being created, the website is very active and a funding website has been set up. Meetings with local news agencies are being arranged. It was suggested that GREAT meeting dates be put on the village Facebook page to try and engage with more residents, and that advertising is done non-electronically also. GREAT are looking at the possibility of providing transport for people to attend the consultation events. GREAT are not requesting funding at the moment but were advised to provide a breakdown of costs and income if they wish to do so in the future.

154. Streetlighting

No news had been received regarding the safety works on lanterns 8, 9 and 12, or on the costs of switching off and removing lanterns 4 and 10. **Action 154: Clerk to chase.**

155. Village sign

The invoice had been received with the final cost of the sign £5800 plus VAT and the installation £1000 plus VAT. The cost was **agreed** and it was **agreed** to have a site meeting with the land owner to confirm the exact location ready for installation. **Action 155: Cllr Boggia to arrange site meeting and progress sign delivery and installation.**

156. Traffic calming

A response had been received from KCC and the officer will look at the village in person.

157. GDPR

The clerk had attended training on the GDPR and gave an update. PCs are required to appoint a Data Protection Officer, which cannot be the clerk or a cllr. External companies are offering this service, with current quotes ranging from £150-£750 per annum, although there is the possibility that SBC may also offer the service. The council may need to register with the ICO and update or create a Data Protection Policy. The council will also need to check that any external services it uses which process data are compliant with the new regulations. There is a template letter available for this. Data may need to be encrypted in future, and KALC are offering training on this, but any measures taken should be reasonable and proportionate. It was **agreed** to monitor the situation and draft a policy if necessary. **Action 157: Clerk to monitor and draft a policy ready for the APCM in May.**

158. Local Government Ethical Standards Consultation

This is more than just a tick-box survey and requires a full response to be written. It was **agreed** that the clerk would draft a response. **Action 158: Clerk to draft a response.**

159. ACRK

It was **agreed** to renew membership of ACRK and to write requesting advice regarding the solar park. **Action 159: Clerk to write.**

160. Correspondence

All correspondence was noted.

- a. There appears to be land clearance and a new parking area being installed at the Four Horseshoes Park. SBC have been contacted and are monitoring the situation.
- b. Cllr Boggia will organise a litter pick at residents' own risk as part of the Great British Spring Clean. **Action 160b: Cllr Boggia to organise litter pick.**
- c. There have been rumours of events planned to be held at Monkshill Farm. SBC have no knowledge of this although a KCC officer has requested details of local events for traffic/highways reasons. **Action 160c: Clerk to contact Hernhill PC for any more information.**

- d. An email had been received from the local Footpath Officer which caused some confusion, but this is a co-ordinator role and does not replace the local Footpath Warden.

161. Finance

- a. The financial statement and bank reconciliation were reviewed and accepted.

Account	Balance as of 28/02/18
Current Account	4241.89
Reserve Account	13016.92
Total	17258.81

- b. The payment to Streetlights was amended to reflect the invoices received as there was one missing and one new one.
 c. The payment for the village sign was **agreed** at £6800 plus VAT.
 d. Payments were **agreed** as follows:

Ref	Payment	Net	VAT*	Total
S/O	Bex Ratchford – salary and office rental			
D/D	SSE – footway lighting (January & February)	94.12	4.69	98.81
100536	Bex Ratchford – expenses (stamps, paper, mileage, phone calls)	22.25	-	22.25
100537	Bex Ratchford – extra hours (funded by Transparency Fund)	217.30	-	217.20
100538	Streetlights – lighting maintenance	1559.00	311.80	1870.80
100539	KALC – GDPR training	10.00	2.00	12.00
100540	Village Hall – rental for 2 years	200.00	-	200.00
100541	C. Harding – newsletter (November & December)	176.30	-	176.30
100542	ACRK – membership	50.00	-	50.00
100543	Signs of the Times – village sign and installation	6800.00	1360.00	8160.00

*VAT to be reclaimed

162. Planning

- a. 17/503692 – 1 Langdon Court Cottages, Head Hill Road – retrospective application to extend agricultural land for the purpose of vehicle parking – approved – noted.
 b. 17/505356 – Land at Cleve Hill – installation of a bird watching/monitoring hide – approved - noted.
 c. 18/501092 – Baywreath, Seasalter Road – erection of a single storey side extension – it was **agreed** to comment with no objection. **Action 162c: Clerk to make planning comment.**

163. Report from Graveney & Goodnestone Trust

A meeting had been held and the recipient of a grant had given a report. One application had been received but not approved as clarification was required.

164. Reports from Parish Councillors

- a. Cllr Boggia: the footpath from London Array to the Sportsman is very overgrown. The footpath warden will take a look and report if necessary. There have been more lorry movements, so these have been reported to the Environment Agency, who are monitoring the situation.
 b. Cllr Mitchell: commented on the large number of potholes, particularly since the bad weather.
 c. Cllr Stewart: has reported a number of potholes and thanked the local farmer who kept the roads passable during the snow. Cllr Stewart attended the Rural Crime Training Day, which covered topics including recent and current operations, modern slavery, the Country Eye app, Kent Horse Watch, offroad bikes, speeding, fly-tipping, garage and shed thefts.

165. Reports from Borough and County Councillors (if present)
Nothing to report but Cllr Bowles' newsletter had been received.

166. Any other business (for information only)
The fire hydrant warden has completed the initial checks and has reported back to KFRS, who are dealing with the issues raised. Hydrants should be checked every four months. The footpath warden will ask KCC to install a dog gate by the railway bridge. Residents have raised the issue of dog waste by the school.

167. Close and date of next meeting
The meeting closed at 10.00pm.

**The next meeting will be held on Monday 9th April 2018 at
7.30pm.**

It will be preceded by the Annual Parish Meeting at 7.00pm.

Signed..... Date.....