



HERNHILL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish held in the Village Hall on Wednesday 31st May 2017 from 8:00pm to 9:15pm.

Present: Cllr A. Chapman (Chairman)
Cllr P. Couzens Cllr J. Geliot Cllr S. Norman Cllr S. Edgington
Cllr A. Bowles

Also Present: Mrs S. Muteham (Clerk) and 1 member of the public

241 ELECTION OF CHAIRMAN

Cllr P. Couzens proposed and Cllr J. Geliot seconded the proposal that Cllr A. Chapman be re-elected as Chairman for the ensuing civic year.

242 ELECTION OF VICE-CHAIRMAN

Cllr A. Chapman proposed and Cllr P. Couzens seconded the proposal that Cllr J. Geliot be re-elected as Vice-Chairman for the ensuing civic year.

243 APOLOGIES

Cllr M. Woodcock, Cllr M. Cooper, Cllr G. Bobbin

244 DECLARATION OF INTERESTS

None

245 MINUTES

The minutes of the following meeting, having been circulated to all Members, were taken as read, confirmed and signed by the Chairman;

1. Parish Council meeting held on Wednesday 26th April 2017 (minutes 231-240)

246 PLANNING

- A. 17/501357/FULL - Revised scheme to previously approved SW/10/0659 to insert an additional door to side elevation. *Plantation House, Plumpudding Lane*. The Parish Council recorded no objection to the application.
- B. 17/501707/FULL - Erection of post and rail fence and extension of brick wall. *Dale Farm Cottage, Church Hill*. The Parish Council recorded no objection to the application but commented that work appears to have already been completed with no extension to the brick wall but with the insertion of a gate..

247 MATTERS ARISING

- A. The Clerk reported that there had been no further feedback from the community following advertising for members of the public to come forward to create a "tidy team" to assist in general maintenance/keeping the village tidy. A member of the public is facilitating a village litter pick on Saturday 17th June at 1pm, starting at the

village hall.

- B. The Clerk provided an estimated cost of £1500.00 to purchase a community defibrillator. After discussion among those present, the Parish Council agreed in principle to purchase a community defibrillator and the Clerk will seek to get funding and donations from local community groups and businesses to assist with financing the project.

248 COUNCILLORS REPORTS

- A. Cllr P. Couzens reported that he had installed the new small litter bin at the children's play area outside the village hall and that it is being well used and filling up very quickly.
- B. Cllr S. Edgington reported that the bridleway at the top of the hill on Crockham Lane is close to impassable due to overgrown vegetation. The footpath from the Three Horseshoes towards Boughton was also reported as being overgrown.
- C. Cllr J. Geliot reported that a pizza van has been parking adjacent to the Red Lion pub on Sundays and at times is causing an obstruction to traffic on the highway.
- D. Cllr A. Chapman reported that he had received a request for two community events to be held on the village green on 30th July and 9th September. After discussion by those present it was agreed that the green could be used for such purposes as long as it satisfied the Parish Council's insurance requirements. Cllr Chapman also noted that he had received correspondence from a resident regarding the hay-bales located outside the old shop. The Clerk advised those present that the local authority were aware of the situation and those present agreed to pursue the matter with more urgency.

249 FINANCE REPORTS & ACCOUNTS FOR PAYMENT

- A. The Clerk showed the bank reconciliation reports dated 19th May 2017 which were approved and signed.
- B. The following payments were approved by those present:
Clerks Office Allowance (*Standing Order*)
Chq 1318: Countrywide Grounds Maintenance (*Mowing*) £128.00
Chq 1319: Came & Co (*Insurance*) £282.80
Chq 1320: Hernhill Bookings (*Hall Hire*) £61.50
Chq 1321: S. Muteham (*Expenses*) £78.33
Chq 1322: Citizens Advice Bureau (*Donation*) £50.00
Chq 1323: L. Robbins (*Internal Audit*) £50.00
- C. The Clerk presented the annual accounts for the year ending 31st March 2017 to those present, which were checked, approved and signed by the chairman.
- D. Cllr A. Chapman signed the Governance Section of the Annual Return. Resolved: That the Governance Section of the Annual Return be approved and signed.
- E. Cllr A. Chapman signed the Accounts Section of the Annual Return. Resolved: That the Accounts Section of the Annual Return be approved and signed.

250 ADMINISTRATION

- A. After discussion among those present, it was agreed that the following councillors would be key contacts for the following matters:
Trees/Allotments - Cllr M. Cooper
Footpaths - Cllr S. Edgington
Flytipping/Litter - Cllr P. Couzens
Hernhill News/Police - Cllr A. Chapman
Village Green/War Memorial - Cllr J. Geliot

- Litter bins - Cllr M. Woodcock
Health & safety - Cllr S. Norman
- B. It was agreed to re-appoint Mr Lionel Robbins as internal auditor for the year 2017/18.
 - C. The Clerk read aloud the internal audit report for 2016/17 and will circulate the report to Councillors via email.

251 CORRESPONDENCE

- A. Email notifying of overnight road closures on Fostall slip roads
- B. Chairman's invite to Swale Borough Council Civic Reception on 19th July 2017
- C. Agenda for next KALC (Swale Area) meeting on 12th June 2017
- D. April newsletter from Cllr. Andrew Bowles was circulated via email.

252 ITEMS TO BE PLACED ON JUNE AGENDA

- A. Discuss purchase of defibrillator
- B. Update on affordable housing

The next meeting of the Parish Council is to be on Wednesday 28th June 2017. There being no further business, the Chairman declared the Meeting closed.

CHAIRMAN