



## BOUGHTON-UNDER-BLEAN PARISH COUNCIL

**Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 11<sup>th</sup> September 2019 from 7:30pm to 9:39pm.**

**Present:** Cllr D. Clayson (Chairman)  
Cllr T. Covell                      Cllr J. Martin                      Cllr T. Fitchett                      Cllr C. Clayson  
Cllr J. Owens                      Cllr T. Owens

**Also present:** Cllr A. Bowles (KCC), Mrs S. Muteham (Clerk)

**047 APOLOGIES**

Cllr G. Bobbin

**048 DECLARATION OF INTERESTS**

None

**049 MINUTES**

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

- Minutes of the Planning Committee meeting held on Tuesday 9<sup>th</sup> July 2019 (minutes 033-035)
- Minutes of the Parish Council meeting held on Wednesday 10<sup>th</sup> July 2019 (minutes 036-046) with the amendment that Cllr A. Bowles was not present at the meeting and that Cllr T. Owens and Cllr J. Owens were present at the meeting.

**050 HIGHWAYS AND TRANSPORTATION MATTERS**

**A. HIGHWAYS AND FOOTWAYS**

- A meeting to discuss traffic concerns through the village will be held on 17th September, with Alistair Gould in attendance. Helen Whately has also been notified of the issues that are faced by the village when main roads in the local area are closed.
- Cllr T. Covell reported that the potholes on Colonels Lane have not yet been repaired. The Clerk will chase up the matter with Kent County Council.
- Cllr C. Clayson suggested that the banks on The Street be planted with wild flowers, for both an aesthetic view and to reduce the grass cutting schedule. The Clerk reported that she had contacted Kent County Council for advice on the proposal. After discussion, it was agreed that it would not be suitable to plant wild flowers on the sloping banks due to possible mud sliding down, however it was agreed that planting wild flowers at the top of the banks on flat land would be suitable. The Clerk is to liaise with Kent County Council for further advice (the land is owned by Kent County Council).
- Cllr J. Owens made a request for the installation of flower boxes/planters along the railings on The Street, near the phone box. It was also requested that the railings be

painted. The Clerk is to seek permission from Kent County Council before any further decision on whether to proceed can be made.

- It was noted that the bus shelter on The Street (Faversham bound) needs repainting. The Clerk is to obtain quotes for the work.
- The Clerk reported that she has been in contact with the PCSO team and Swale Borough Council (Events Team) with concerns over the use of Chalkey Road as a one way system during events at Faversham Showground. The Clerk will provide an update on the situation at the next meeting.
- The gullies in Jezzards Lane are again in need of cleansing and this has been reported to Kent County Council.
- Cllr J. Owens reported that there are significant weeds in the tarmac by the newly installed village sign (outside The Vicarage). The Clerk will report this to Kent County Council.

**B. PUBLIC FOOTPATHS**

- Nothing new to report..

**C. PUBLIC LIGHTING**

- The Clerk provided an update on the current upgrade programme for the streetlighting. It was agreed to continue working through the maintenance report (2017) and Category 2 Column Replacements are the next items to be addressed. It was agreed to use a budget of £10,000.00 + VAT to replace as many columns as possible, most likely to be 4 at this stage.

**D. TRANSPORTATION**

- Nothing new to report.

**051 ENVIRONMENTAL MATTERS**

**A. RECREATION GROUNDS**

**BULL LANE**

- The Boughton Community Projects group have funded and installed 4 unsecured picnic benches on the recreation ground. It was recorded that the Parish Council takes no responsibility for the maintenance or ownership of these benches.
- A bollard has been removed from the lay-by area at the bottom of the recreation ground. The Clerk will try to locate the bollard before consideration for a replacement is made.
- The Clerk reported that the Woodmans Hall football team are no longer using the recreation ground pitch. It was also noted that the Faversham Strikeforce club has expressed an interest in using the pitch and the Clerk is to meet with a representative for further discussions on possible options.

**POPLAR VIEW**

- It has been noted that there is a poorly looking tree near the far corner of the field. The Clerk is to obtain quotes for felling the tree.
- The nettles around the perimeter of the field have been sprayed and are now re-growing. Councillors present discussed options for the future maintenance of the edges of the field and it was agreed that the Clerk should obtain quotes for the removal of the weeds and re-seeding of the area with wild flowers/grass.
- The Clerk reported that Swale Borough Council are now dealing with the removal of the long-term parked/dumped vehicle in the Poplar View parking area.
- The Clerk reported that she had received reports that access to the field via the gate was being mis-used by local residents. Councillors present discussed options for making the gate access more secure and it was agreed that the Clerk would investigate options for the placement of stainless steel posts at either end of the gate with welded on loops for securing padlocks.

## **B. CIVIC CEMETERY**

- The Clerk reported that two unauthorised interments had taken place at the Civic Cemetery.
- A request was made for a granite headstone to be placed in the Burial Ground. Councillors present declined the request on the basis that it does not conform to the existing terms and regulations for the Civic Cemetery.

## **C. PUBLIC TOILETS**

- It was reported that the interiors of the public toilets need renovating. The Clerk is to seek funding options for the project prior to getting quotes for the work.
- A request was made for a new style toilet tissue dispenser in the gentlemen's toilets as the existing toilet roll dispenser is being misused.

## **D. TELEPHONE KIOSKS**

- It was requested that the phone box at South Street be adapted for use as a book exchange. The Clerk will liaise with Kent County Council to relocate the salt bin which is currently blocking access to the phone box before the work can be undertaken.

## **E. ALLOTMENTS**

- The Public Amenities Committee held the annual inspection of the allotment site today on 11th September at 6:30pm. Several plots were noted as being unkept. Plot 8B was noted as needing clearing in its entirety and the Clerk is to obtain quotes for this work.
- Allotment renewal letters will shortly be sent out, and those with plots which are not being used will be given 1 month to utilise the plot or the plot will be made available to the public.

## **052 FINANCE AND ADMINISTRATION**

### **A. BANK RECONCILIATION**

The bank reconciliation dated 31<sup>st</sup> August 2019 was circulated at the meeting, approved and signed by the Chairman.

### **B. ITEMS FOR PAYMENT**

All payments as detailed on the bank reconciliation dated 31<sup>st</sup> August 2019 were approved at the meeting, and cheques signed by two authorised signatories.

### **C. COMPLETION OF ANNUAL RETURN**

- The Clerk reported that she had received the completion of the 2018/19 Annual Return from the external auditor PKF Littlejohn and there were no concerns reported.

### **D. NEIGHBOURHOOD PLAN**

- Cllr T. Fitchett reported that the draft plan has been returned from Swale Borough Council with comments and required amendments, which are now being dealt with before being re-submitted.

### **E. ATTENDANCE AT PLANNING RELATED MEETINGS**

- It was noted that some Councillors as members of the Planning Committee are not regularly able to attend meetings. It was agreed to increase the number of committee members to 6 and invite Cllr G. Bobbin to join the committee.

### **F. SOCIAL MEET-UP OF WARD PARISH COUNCILS**

- The Clerk reported that she had contact all 6 Parish Councils in the Boughton and Courtenay Ward to organise a social meet-up of Councillors. The proposed date of Thursday 10th October has proved unsuccessful so dates in November will now be proposed.

### **G. GORDON OTTAWAY AWARD**

- The Clerk will advertise for the annual Gordon Ottaway Award. Nominations are to be made by 31st October, circulated to Councillors prior to the November meeting and voting for a winner will take place at the meeting on 13th November.

## **053 COUNCILLORS REPORTS**

- None

**054 CORRESPONDENCE**

- A. Notification of KALC training events (circulated via email)
- B. Notification of KALC SAC meeting on 9th September (circulated via email)
- C. Email received from Alastair Gould to arrange a meeting to discuss traffic concerns through the village
- D. Invitation to attend Swale Community Led Housing event at the Alexander Centre on 27<sup>th</sup> September

**055 CHAIRMAN/CLERK'S SUNDRY REPORTS**

- None

**056 ADDITIONAL ITEMS TO BE PLACED ON OCTOBER AGENDA**

- Update on traffic concerns through the village when nearby major roads are closed
- Social meet-up of Ward Parish Councils
- Update on car removal at Poplar View
- Wild flowers on banks at The Street
- Quotes for weed removal at Poplar View
- Quotes for metal gate posts at Poplar View

The next full meeting of the Parish Council is scheduled for Wednesday 9<sup>th</sup> October 2019 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting