



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 12th September 2018 from 7:30pm to 9:00pm.

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

Also present: Mrs S. Muteham (Clerk)

520 APOLOGIES

Cllr B. Collyer, Cllr A. Bowles

521 DECLARATION OF INTERESTS

None

522 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 Parish Council meeting held on Wednesday 11th July 2018 (minutes 501-510)
- Minutes of Planning Committee meeting held on Tuesday 17th July 2018 (511-513)
- Minutes of Planning Committee meeting held on Tuesday 14th August 2018 (514-516)
- Minutes of Planning Committee meeting held on Tuesday 28th August 2018 (517-519)

523 HIGHWAYS AND TRANSPORTATION MATTERS

A. HIGHWAYS AND FOOTWAYS

- It was reported that whilst the vegetation alongside the footway at Nash Court has been cut back, the debris remains. The Clerk is to ask for the area to be tidied. It was also reported that the footway near the weighbridge was heavily overgrown and the Clerk will request that this be cut back. The Clerk was also asked to confirm if Biffa have cleared the litter between the A2 and Nash Court as this was expected to have happened in April.
- The road repairs on The Ridgeway appear to have been partially completed and the Clerk is to ask for clarification on whether the remainder of the highway will be repaired.

B. PUBLIC FOOTPATHS

- ZR624 (Covell Way) was noted as being overgrown and will be requested to be cut back by KCC.

C. PUBLIC LIGHTING

- IT was reported that there was a dayburner by Hickmans Green and the lighting

engineer has been asked to repair the light.

D. TRANSPORTATION

- It was reported that on occasion the bus has struggled to drive through The Street due to the volume of parked vehicles. Councillors present discussed the matter and agreed that at the present time, if the matter becomes a significant problem then the bus company should approach KCC regarding highway solutions to the matter.

524 ENVIRONMENTAL MATTERS

A. RECREATION GROUNDS

BULL LANE

- A member of the public has suggested that the Parish Council facilitate the installation of an outdoor gym at the recreation ground. After discussion, those present have agreed not to pursue the matter at this stage due to the significant costs involved which cannot be met by the Parish Council.
- The Clerk produced quotes for the proposed swings at the recreation ground, being approximately £3,600. The project would be finance by grant funding and local fundraising. The Clerk is to obtain technical specifications on the proposed swings which will be considered (along with a suitable location) at the October Parish Council meeting.

POPLAR VIEW

- A disabled parking bay has been installed within the parking area adjacent to the recreation ground. It was reported that there is a vehicle which has been parked for a significant amount of time (and not moved) in the parking area. The Clerk is to ask the PCSO if they can identify the owner and ask for the vehicle to be moved to allow more parking for regular users.

B. BURIAL GROUNDS

- Nothing new to report.

C. PUBLIC TOILETS

- Nothing new to report

D. TELEPHONE KIOSKS

- Nothing new to report.

E. ALLOTMENTS

The annual allotment inspection took place at 6:30pm on Wednesday 12th September. It was reported that plots 5B, 8B, 1A, 3A, 4A and 5A do not appear to have been used for approximately 6 months. The Clerk has sent out the renewal letters to allotment tenants and will review the availability of plots in the coming months. It was noted that the water supply to the allotment plots will be turned off at the end of October 2018 for the winter season and reinstated in April 2019.

525 FINANCE AND ADMINISTRATION

A. BANK RECONCILIATION

The bank reconciliation dated 31st August 2018 was circulated at the meeting, approved and signed by the Chairman.

B. ITEMS FOR PAYMENT

All payments as detailed on the bank reconciliation dated 31st August 2018 were approved at the meeting, and cheques signed by two authorised signatories.

C. EXTERNAL AUDIT REPORT

- The Clerk reported that the external audit report had been received back from PKF Littlejohn and there were no further actions required

D. ANNUAL REVIEW OF MEDIA POLICY

- The Media Policy was not approved and the Clerk will be asked to amend one word in

paragraph 10 (replace person with Councillor) prior to approval at the next meeting.

E. PARISH COUNCILLOR VACANCY

- There are still 3 vacancies and no applications have been received.

F. COFFEE PROJECT

- The first Coffee Morning took place on 19th August and was well attended. Additional posters will be located in the village to advertise the event as FREE. The next event is to be held on 19th September

G. NEIGHBOURHOOD PLAN

- Nothing new to report.

H. GORDON OTTAWAY AWARD

- The Clerk will advertise the 2018 Gordon Ottaway Good Citizen Award with a request for nominations to be sent by 31st October 2018. Nominations will then be considered at the November Parish Council meeting and a winner chosen (by voting).

526 COUNCILLORS REPORTS

- None

527 CORRESPONDENCE

- A. Letter from Viridor Credits confirming receipt of payment towards village hall kitchen & heating.
- B. Letter from Boughton Almsland Charities giving a summary report for the year.
- C. July newsletter from Kent County Councillor Andrew Bowles.

528 CHAIRMAN/CLERK'S SUNDRY REPORTS

- None

529 ADDITIONAL ITEMS TO BE PLACED ON OCTOBER AGENDA

- Swings for Bull Lane recreation ground
- Approval of Media Policy
- Quotes for repairing fence at Poplar View
- Parish Council presence at Village Hall Christmas Market
- Remembrance Sunday arrangements

The next full meeting of the parish council is scheduled for Wednesday 10th October 2018 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting