



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 14th June 2017 from 7:35pm to 9:35pm.

Present: Cllr D. Clayson (Chairman)
Cllr B. Collyer Cllr T. Covell Cllr T. Fitchett Cllr L. Weaver
Cllr C. Clayson Cllr G. Bobbin

Also Present: Mrs S. Muteham (Clerk)

327 APOLOGIES

Cllr A. Bowles, Cllr T. Owens

328 DECLARATION OF INTERESTS

None

329 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 Annual Meeting of the Parish Council held on Wednesday 10th May 2017 (minutes 311-323)
- Minutes of the Planning Committee Meeting held on Tuesday 6th June 2017 (minutes 324-326)

330 HIGHWAYS AND TRANSPORTATION MATTERS

A. HIGHWAYS AND FOOTWAYS

- It was reported that the following signs were obscured by overgrown vegetation; “30”mph on Stockers Hill, “STOP” sign at junction of Bull Lane/The Street, “30”mph sign on Bull Lane, “30”mph on Boughton Hill. The Clerk will ask KCC to trim back the vegetation.
- The highway on Chalky Lane is slowly collapsing into the field. The Clerk will ask KCC if any road repairs can be made.
- It was reported that an HGV had turned right out of Nine Ash Lane onto the Canterbury Road, driving on the wrong side and almost having a head on collision with an oncoming vehicle. The Clerk is to request that KCC provide a 2 way traffic sign at the junction to improve driver awareness of the road layout.
- It was reported that vehicles turning out of Canterbury Road onto Stockers Hill have been driving on the wrong side of the road. The Clerk will ask KCC to refresh the central white lines on the road to help improve driver awareness of the road layout.

B. PUBLIC FOOTPATHS

- The Clerk had received correspondence from KCC regarding the repairs needed to ZR614. At this stage, KCC and the Environment Agency are asking if the Parish Council can contribute to the repairs, however no financial costings have been provided. The Clerk will follow up and request for quotes before the Parish Council consider the matter further.

- The “No Dog Fouling” painted signs have faded on the highway at School Lane. The Clerk will ask Swale Borough Council to refresh the signs.
- C. PUBLIC LIGHTING**
- Nothing new to report.
- D. TRANSPORTATION**
- It was noted that a vehicle has been repeatedly parking on the double yellow lines on The Street near the old post office and Swale Borough Council parking team are aware of the issue.

331 ENVIRONMENTAL MATTERS

A. RECREATION GROUNDS

BULL LANE

- The Clerk is still obtaining quotes for re-instating the “5mph” road markings on the perimeter road.
- Cllr C. Clayson and Cllr T. Fitchett agreed to meet with Mr S. Cook from Blean Tree Care to look at the trees on the recreation ground and discuss any potential works that need to be done to keep the recreation ground safe and tidy.
- The Clerk reported that she is continuing to liaise with Furley Page and that Cllr T. Covell has agreed to assist with providing information to the legal team.

POPLAR VIEW

- The padlock to the gate at the recreation ground had been broken and has subsequently been replaced with a new one.
- A large Ash tree failed and damaged local property. The tree has been made safe by Blean Tree Care and further works to remove the tree from the site will shortly take place. Following the damage, a review of surrounding trees was made and it was agreed by those present to have the remaining trees adjacent to the residential property removed.
- Cllr C. Clayson and Cllr T. Fitchett agreed to meet with Mr S. Cook from Blean Tree Care to look at the trees on the recreation ground and discuss any potential works that need to be done to keep the recreation ground safe and tidy.

B. BURIAL GROUNDS

- There was one intement on 7th June. The new rose garden should be planted in the next two weeks.

C. PUBLIC TOILETS

- The two doors in the ladies toilets still need to be repaired with new locks.

D. TELEPHONE KIOSKS

- Nothing new to report.

E. ALLOTMENTS

- Nothing new to report.

332 FINANCE AND ADMINISTRATION

A. BANK RECONCILIATION

The bank reconciliation dated 1st June 2017 was circulated at the meeting, approved and signed by the Chairman.

B. ITEMS FOR PAYMENT

All payments as detailed on the bank reconciliation dated 1st June 2017 were approved at the meeting, and cheques signed by two authorised signatories.

C. ANNUAL REVIEW OF POLICIES

- Having been circulated prior to the meeting and reviewed, the following policies were approved by those present: Standing Orders (including Terms of Reference for Committees), Financial Regulations, Risk Assessment, Medial Policy.

D. REVIEW OF INTERNAL AUDIT REPORT 2016/17

- The Clerk circulated the internal audit report to all members and those present approved

the report.

E. PARISH COUNCILLOR VACANCY

- Following on from the resignation at the last meeting from Mr D. Creed and a subsequent resignation from Mrs J. Owens, there are now 2 vacancies on the Parish Council. The Clerk is advertising for a casual vacancy.

F. COMMUNITY WARDEN SCHEME

- Following the presentation given prior to the Parish Council meeting by Mr Jack Packman about the KCC Community Warden scheme, the Clerk is to obtain more information on the cost involved for training a volunteer member before considering the matter further.

G. VILLAGE HALL

- The Clerk reported that she had been in contact with Ordnance Survey regarding the use of the village hall location/postcode on satellite navigation systems. It was noted that whilst the information on Ordnance Survey is correct, satellite navigation companies provide their own information and would have to be approached individually to request that information be amended. It was agreed by those present that no further action should be taken at this stage.
- Cllr L. Weaver reported that there were limited policies in place for the village hall. It was agreed that a full set of policies and procedures would be given to the Trustees as the July meeting for adoption and approval.
- Cllr T. Covell provided information at the meeting on how the Parish Council should operate in its capacity as Sole Trustee for the Village Hall. It was agreed that all members would review the document prior to the next Parish Council meeting, when a decision on how to proceed will be made.
- The Village Hall Management Committee would like to have the litter bin (by the front doors to Village Hall) re-located. The Clerk suggested that the matter would be considered further when the Village Hall Management Committee can provide a list of alternative locations.

H. NEIGHBOURHOOD PLAN

- Nothing new to report.

333 COUNCILLORS REPORTS

- Cllr G. Bobbin reported that he attended the recent Swale Area K.A.L.C. meeting where a talk was given by the Kent Police & Crime Commissioner.
- Cllr C. Clayson noted that due to a change of landlord, it is unlikely that the Queens Head will be providing the annual pensioners lunch. It was also noted that Cllr C. Clayson attended the Dunkirk Parish Meeting.

334 CORRESPONDENCE

- A. April newsletter from Cllr Andrew Bowles (KCC)
- B. Notification of roadworks on A2 on 15th June (Brenley Corner to Love Lane)
- C. Invitation to K.A.L.C. Councillors Conference on 8th July 2017

335 CHAIRMAN/CLERK'S SUNDRY REPORTS

- None

336 ADDITIONAL ITEMS TO BE PLACED ON JULY AGENDA

- Review of Village Hall/Parish Council Trustee documentation

The next full meeting of the parish council is scheduled for Wednesday 12th July 2017 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting