



## BOUGHTON-UNDER-BLEAN PARISH COUNCIL

**Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 8<sup>th</sup> February 2017 from 7:40pm to 9:40pm.**

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

**Also Present:** Mrs S. Muteham (Clerk)

### **269 APOLOGIES**

Cllr J. Owens, Cllr T. Owens, Cllr J. Martin

### **270 DECLARATION OF INTERESTS**

None

### **271 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 11<sup>th</sup> January 2017 (minutes 256-265)
- Minutes of the Planning Committee Meeting held on Tuesday 31<sup>st</sup> January 2017 (minutes 266-268)

### **272 HIGHWAYS AND TRANSPORTATION MATTERS**

#### **A. HIGHWAYS AND FOOTWAYS**

- Vegetation was reported as hanging over the footway on Colonels Lane (near Grove Court) and also over the footway on The Street (near the junction with Colonels Lane. The Clerk will liaise with KCC to facilitate the cutting back of the vegetation.
- The potholes at The Ridgeway and at The Street/Staplestreet junction were reported previously to KCC but no repairs have yet been undertaken. The Clerk will follow up with KCC.
- The recently installed 30mph at the bottom of the hill from Dunkirk is not illuminated. The Clerk is to enquire with KCC as to whether this should or could be illuminated.

#### **B. PUBLIC FOOTPATHS**

- The Clerk is to enquire via Swale Borough Council as to who has liability for maintaining the bank of the eroding footpath ZR614.

#### **C. PUBLIC LIGHTING**

- The Clerk was asked to obtain an update on when the streetlights on Brenley Roundabout

will be repaired.

- The existing light outside 1 Poplar View is faulty and needs to be replaced. The Parish Council agreed to replace the light with a new LED lantern instead of a traditional sodium lantern.

**D. TRANSPORTATION**

- Nothing new to report.

**273 ENVIRONMENTAL MATTERS**

**A. RECREATION GROUNDS**

**BULL LANE**

- The Clerk instructed a pest control company to place mole traps underground on the recreation ground in an attempt to try and control the ever increasing volume of mole hills. The traps were fully marked out but were unfortunately vandalised. The Parish Council will not be making further attempts to remove the moles at the present time.
- The Clerk reported that she attended a meeting with Furley Page LLP (solicitors) to try and ascertain ownership of a stretch of land used as part of the perimeter road to the recreation ground. The solicitors are continuing to work on behalf of the Parish Council to find a resolution to the question of ownership, before the Parish Council considers any financial expenditure for road repairs. The Parish Council previously agreed to pay (in the first instance) up to £500.00 for legal fees. The current fees exceeded this amount and the Clerk requested that the Parish Council approve payment by means of an additional cheque payable to Furley Page LLP for £188.40. This was approved by those present and the cheque signed at the meeting (chq 4516).

**POPLAR VIEW**

- Nothing new to report.

**B. BURIAL GROUNDS**

- Cllr D. Creed provided documentation from the Church regarding the cost of the carpark licence at St Peter & St Paul Church. The Parish Council had previously agreed to consider a donation towards the cost (as users of the Civic Cemetery also use the carpark) and at the meeting it was agreed to donate a cheque for £150.00 payable to Boughton under Blean Parochial Church Council. The cheque was approved by those present and signed at the meeting (chq 4517).

**C. PUBLIC TOILETS**

- The Clerk reported that the Swale Borough Council have now removed Boughton under Blean public toilets from the list of assets on their website.
- Cllr Bowles has offered to liaise with Swale Borough Council to obtain a replacement no-parking sign to be placed by the parking bays outside toilets.

**D. TELEPHONE KIOSKS**

- Nothing new to report.

**E. ALLOTMENTS**

- Mr K. Howland is currently in the process of removing the compost heap at the allotment site.

**274 FINANCE AND ADMINISTRATION**

**A. BANK RECONCILIATION**

The bank reconciliation dated 1<sup>st</sup> February 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 1<sup>st</sup> February 2017 were approved at the meeting, and cheques signed by two authorised signatories. In addition, three other cheques as detailed in these minutes were also approved and signed by two authorised signatories (chq 4516, 4517 & 4518)

### **C. VILLAGE HALL**

- The Clerk has obtained the contract from SECOM for the installation of a new CCTV system at a cost of £5,260.00 + VAT. It was agreed to instruct the company to install the system as soon as possible, even though the item is in the budget for the following financial year. Those present agreed to make a cheque payable to SECOM for £2,630.00. The cheque was approved by those present and signed at the meeting (chq 4518).
- The Clerk suggested that a permanent salt/grit bin be located close to the village hall carpark for general use. After discussion among those present it was agreed not to purchase a bin at the present time.
- The Clerk reported that she had obtained a new one tonne bag of salt/grit from KCC (free of charge). The bag is located in the lay-by at the bottom of Bull Lane recreation ground and is for general public use.
- It was noted that one of the floodlights over the entrance to the village hall is not working. The Clerk is to liaise with the Parish Council lighting maintenance contractor to request that they give a quote to the Village Hall Management Committee for repairing the light.

### **D. NEIGHBOURHOOD PLAN**

- Mr Simon Algar (Conservation Manager, Swale Borough Council) gave a presentation on the proposed changes to the three conservation areas within the Parish. The Parish Council will await the formal consultation period before making any formal comments. It was noted that one proposed change would mean the inclusion of the Civic Cemetery into a conservation area. The Clerk is to investigate any restrictive implications this proposed change may have on the running of the cemetery.
- Cllr T. Fitchett reported that the Neighbourhood Plan is still progressing, slowly.

### **E. DISCUSS PARISH COUNCIL USE OF SOCIAL MEDIA**

- The Clerk reported that she had taken advice from K.A.L.C. regarding the use of social media by Parish Councillors. After discussion, those present agreed that whilst Parish Councillors may use social media in a personal capacity, any Parish Council related conversations or business should be directed via the Parish Clerk. Those present passed a resolution that Parish Councillors should not use Social Media on behalf of the Parish Council. The Clerk will draft and circulate a formal social media policy prior to the March 2017 meeting.

### **F. DISCUSS UPGRADE OF PARISH COUNCIL WEBSITE**

- The Clerk reported that following the recent software migration on the KCC web-hosting service for Parish Councils, the new software is not considered to be suitable for Boughton under Blean Parish Council requirements. The Clerk proposed that the Parish Council obtain its own website which will again be maintained by the Clerk. Those present agreed to the proposal and to pay approximately £70.00 per annum for web hosting/domain name.

## **275 COUNCILLORS REPORTS**

- Cllr G. Bobbin reported that Swale Borough Council (planning) will be holding a site meeting at Winterbourne Quarry to discuss planning application 16/ on Monday 20th February 2017 at 9:30am.
- Cllr T. Fitchett commented that there is a fundraising quiz night (for the Village Hall) on Saturday 18th March 2017 and suggested that the Parish Council have a table.
- Cllr L. Weaver commented that the 100 club renewal letters will shortly be sent out. It was also reported that there is litter/fly-tipping on the footpath between Highview Close and The Crescent.
- Cllr C. Clayson reminded Councillors that the Chopras coffee morning will take place on Saturday 11th February at 10am (St Barnabas).

## **276 CORRESPONDENCE**

- A. Notification of KCC/SBC facilitated litter pick in March. The Clerk reported that she had

been in contact with Swale Borough Council and that due to health & safety restrictions the Parish Council would not be organising a litter pick. Cllr A. Bowles suggested that the Clerk arrange a site meeting with Graham Tuff (Swale Borough Council) to discuss the tidiness/litter on the green area outside Wilson Grove.

- B. Letter from Faversham Town Council detailing the revised Faversham & District Engagement Forum. Councillors agreed to discuss the matter at the next Parish Council meeting and nominate an attendee for the event.

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

- The Clerk reported that celebratory coffee morning with Mr & Mrs Chopra (Doctors) would take place on Saturday February 11th at 10am at St Barnabas.

**278 ADDITIONAL ITEMS TO BE PLACED ON MARCH AGENDA**

- Approval of minutes from Trustees Meeting held on 11th January 2017
- Update on perimeter road at Bull Lane
- Provide formal comments on Conservation Area consultation
- Nominate an attendee for the Faversham & District Engagement Forum meeting

The next full meeting of the parish council is scheduled for Wednesday 8<sup>th</sup> March 2017 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting