



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely via ZOOM on Wednesday 10th June 2020 from 7:33pm to 8:33pm.

Present: Cllr D. Clayson (Chairman)
Cllr C. Clayson Cllr T. Fitchett Cllr J. Owens Cllr P. Ray

Also present: Mrs S. Muteham (Clerk), Cllr A. Bowles (KCC), Cllr T. Valentine (SBC),
Cllr A. Gould (SBC)

162 APOLOGIES

Cllr G. Bobbin, Cllr T. Covell, Cllr T. Owens, Cllr J. Martin

163 DECLARATION OF INTERESTS

None

164 MINUTES

The minutes of the following meetings, having been circulated to all Members, were taken as read and confirmed by the Chairman. The minutes will be circulated for signature.

- Minutes of the Parish Council meeting held on Wednesday 20th May 2020 (minutes 148-158)
- Minutes of the Extraordinary Parish Council meeting held on Monday 1st June 2020 (minutes 159-161)

165 ENVIRONMENTAL MATTERS

- BULL LANE** - The Clerk has been working with Faversham Strike Force football club to secure a regular booking to hire the football pitch at the recreation ground for youth teams. After consideration of fees charged by other pitches, it was agreed by those present to seek a £15 per session fee for hire of the pitch in conjunction with an additional £5 per session for access to the village hall toilet. This proposal will be forwarded to the football club for consideration.
- BULL LANE** - Cllr D. Clayson reported that the hirers of the village hall for the poultry auction may seek to request use of the recreation ground for such an event in the future. Those present considered the suitability of the site for such an event and the majority present were not in favour of the proposal..
- PUBLIC TOILETS** - Councillors discussed options for re-opening the public toilets on School Lane. It was agreed by those present that once suitable hand cleaning stations were set up in the toilets then they would be re-opened.
- TELEPHONE KIOSK** - The Clerk reported that the new replacement door for the phone box on The Street has arrived and is awaiting installation. It was agreed by those present that once the new door has been installed that the community book exchange would re-open.
- ALLOTMENTS** - The Clerk reported that the trees adjacent to the A2 at the allotment site were in need of pruning. It was agreed by those present to get quotes for tree maintenance which will be considered at the next meeting.

166 FINANCE AND ADMINISTRATION

- A. **BANK RECONCILIATION** - The bank reconciliation dated 1st June 2020 was circulated prior to the meeting and approved by those present. The reconciliation will be circulated to the Chairman for signature.
- B. **ITEMS FOR PAYMENT** - All payments as detailed on the bank reconciliation dated 1st June 2020 were approved at the meeting, and cheques will be circulated for signature by two authorised signatories.
- C. **ANNUAL REVIEW OF POLICIES** - The following policies were circulated to all Councillors and those present approved the current policies which will be reviewed again in June 2021 or sooner if required. Policies: Standing Orders, Financial Regulations, Risk Assessment, Media Policy, Terms of Reference for Committees, Privacy Policies (website/public/councillor).
- D. **REVIEW OF INTERNAL AUDIT REPORT 2019/20** - The Clerk circulated the internal audit report from Mr L. Robbins which noted that all tests were completed satisfactorily. The Clerk is seeking to obtain quotes for appointing an internal auditor for 2020/21.
- E. **REQUEST TO USE CAR PARK FOR STREET TRADING** - The Clerk reported that she had received correspondence from a street trader who was looking to rent space in the village hall car park on a regular basis to sell food. Those present considered the request and agreed that the Clerk should propose a fee of £10 per session and move forward to agree suitable times to use the car park which would not impose on hirers of the village hall (specifically not Wednesday evenings).
- F. **LITTER PICKER** - Those present noted that the current Covid-19 situation would allow for a litter picker to be appointed. The Clerk was asked to correspond with the applicant to arrange a time to discuss the role further.

167 COUNCILLORS REPORTS

- A. Cllr J. Owens emailed the Clerk with details that the picnic tables located at Bull Lane recreation ground would be removed as they no longer fell under the remit of the community projects insurance scheme.
- B. Cllr D. Clayson reported that the signage for the Traffic Regulation Order would start to be installed at the end of July.

168 CHAIRMAN/CLERK'S SUNDRY REPORTS

- The Clerk reported that she had received correspondence from Forefront Utilities looking to locate welfare cabins on Poplar View recreation ground during initial works to test for suitability of the proposed gas works to be conducted on behalf of SGN. Those present considered this request and asked the Clerk to suggest that the company contact the golf club who would have more suitable land for such amenities.
- The Clerk reported that she was still trying to obtain quotes for possible demolition of the shelter at Poplar View. Cllr P. Ray offered to provide details of further companies that could be approached for the work.
- The Clerk reported that the planning application for the bus shelter on The Street has been submitted and will be discussed at the next Planning Committee meeting on Tuesday 23rd June.

169 ADDITIONAL ITEMS TO BE PLACED ON JULY AGENDA

- Consideration of additional football pitch maintenance costs at Bull Lane
- Appointment of internal auditor 2020/2021

The next full meeting of the Parish Council is scheduled for Wednesday 8th July 2020 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting