



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 12th February 2020 from 7:35pm to 10:00pm.

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

Also present: Mrs S. Muteham (Clerk) and 3 members of the public

116 APOLOGIES

Cllr J. Martin, Cllr A. Gould (SBC), Cllr T. Valentine (SBC)

117 DECLARATION OF INTERESTS

Cllr C. Clayson declared an interest in agenda item 6C (review of car-park invoicing) and left the room when the matter was being discussed.

118 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 8th January 2020 (minutes 100-109)
- Minutes of the Extraordinary Parish Council meeting held on Tuesday 4th February 2020 (minutes 110-112)
- Minutes of the Planning Committee meeting held on Tuesday 4th February 2020 (minutes 113-115)

119 DISCUSSION WITH POLICE COMMUNITY SUPPORT OFFICERS

Two local PCSO's attended the meeting for an open discussion on community issues. No significant concerns were raised on matters within the village. It was noted that the Parish Council were interested in trying to facilitate a Neighbourhood Watch scheme and this scheme could be supported by the Police. The discussion prompted Cllr J. Owens to suggest that the Parish Council facilitate a bike-marking session in the village hall carpark at a weekend. It was also suggested that this might be an opportunity for the school to host a similar event.

120 DISCUSSION ON COMMUNITY PAYBACK SCHEME

Sharon Moxon from the Community Payback scheme provided those present with information on community opportunities that the payback scheme could support. The Parish Council agreed to consider utilising the scheme for future work requirements that may be suitable.

121 HIGHWAYS AND TRANSPORTATION MATTERS

A. HIGHWAYS AND FOOTWAYS

- The Clerk reported that she had a site meeting with John Pugh of Stagecoach, regarding the bus shelter located on the Faversham bound side of The Street. The roof of the existing shelter was noted as appearing to be made of asbestos and the shelter in general poor condition. After discussion among Councillors present, it was agreed that the Parish Council would arrange for the existing shelter to be removed and a new shelter installed. The Clerk will obtain quotes and designs to be presented at the March meeting.
 - The Clerk reported that she had received correspondence from Kent County Council (KCC) with regard to the verge cutting schedule on The Street. KCC were offering to take back the cutting of the verges which are currently maintained by the Parish Council under a devolved maintenance scheme. Councillors present discussed the options and agreed to continue to maintain the verges to the high standard currently provided by the contractor rather than handing the cutting back to KCC who have historically not provided a good service.
 - It was reported that the foliage on the Canterbury Road near Nash Court is still overgrowing into the footway. The Clerk will report this to KCC and also investigate the option of the Community Payback scheme assisting with any relevant work.
- B. **PUBLIC FOOTPATHS**
- Nothing new to report.
- C. **PUBLIC LIGHTING**
- Five new columns have been installed across Wheatsheaf Close, Colonels Lane and The Ridgeway.
- D. **TRANSPORTATION**
- Nothing new to report.

122 ENVIRONMENTAL MATTERS

A. RECREATION GROUNDS

BULL LANE

- The Clerk reported that the quarterly inspection report had highlighted repairs were needed to the Pendulum Swing at the recreation ground. Those present agreed that maintenance parts for the swing should be ordered and installed as soon as possible.
- The Clerk reported that New Road Contractors would be repairing the tarmac on the perimeter road during half term.
- The Clerk reported that the carpark wall had been repaired satisfactorily. The steps from the toddler playground down to the main playing field had not been repaired to a satisfactory standard and the Clerk is liaising with the contractor to rectify the work as soon as possible.

POPLAR VIEW

- The Clerk reported that she had attended a site meeting with Chris Raven from Southern Gas Networks to discuss options of a new gas pipe for the golf club, with one option being to run a new pipe across the recreation ground. Councillors present discussed the option and at present decided to decline, citing the lack of future flexibility to utilise the immediate area for any work relating to the existing building at the site and also the small financial compensation.

B. CIVIC CEMETERY

- Nothing new to report.

C. PUBLIC TOILETS

- It was reported that one of the ladies toilets was not flushing correctly.
- The Clerk provided a detailed drawing from Swale Borough Council who will be re-designing the footway/kerbing adjacent to the public toilets. Councillors present supported the proposal.

D. TELEPHONE KIOSKS

- It was noted that the top hinge on the door still needs repairing to enable the door to close properly. The Clerk will facilitate the repairs.

E. ALLOTMENTS

- There are currently 2 plots available.

123 FINANCE AND ADMINISTRATION

A. BANK RECONCILIATION

The bank reconciliation dated 31st January 2020 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 January 2020 were approved at the meeting, and cheques signed by two authorised signatories.

C. REVIEW OF INVOICING TERMS FOR SCHOOL FOR USE OF VILLAGE HALL CAR PARK

- The school was currently unable to commit to amend the payment terms for use of the village hall carpark, as requested by the Parish Council. It was agreed that Cllr J. Owens and the Clerk would arrange a meeting with Mr S. Way (Headteacher) to discuss how the school can move forward to accommodate the revised schedule as proposed.

D. CONSIDER APPLICATIONS FOR LITTER PICKER VACANCY

- Two applications for the vacancy have been received. It was agreed that the Clerk would organise interviews on 3rd March for the applicants, with the intention of a decision being made at the Parish Council March meeting.

E. COMMUNITY WARDEN VACANCY

- No further correspondence from KCC has been received on applications for the vacancy.

F. PARISH COUNCILLOR VACANCIES

- The vacancies for the position of Parish Councillor continue to be advertised. One member of the public has expressed an interest in being co-opted to the Parish Council and will be considered at the March meeting.

G. ACCESSIBLE WEBSITE AND ACCESSIBILITY STATEMENT

The Clerk informed those present that the Parish Council website needs to be upgraded in accordance with guidelines for Web Content Accessibility Guidelines (WCAG 2.0, Level AA), published by the World Wide Web Consortium (W3C). In conjunction with these guidelines, the Parish Council are required to publish an Accessibility Statement. The Clerk read aloud the proposed accessibility statement and Councillors present approved it.

H. SET DATE FOR ANNUAL PARISH MEETING

- It was agreed that the 2020 Annual Parish Meeting would take place on Wednesday 8th April at 7pm. The Clerk will ask the PCSOs to attend as guest speakers.

I. NEIGHBOURHOOD PLAN

- Nothing new to report.

124 COUNCILLORS REPORTS

- None

125 CORRESPONDENCE

A. Notification from Kent County Council of a Weight Restriction Order consultation ending 2nd March 2020. The Clerk will register the Parish Council's support on the consultation.

B. Email from Swale Borough Council asking for comments on the proposed Neighbourhood Plan in Hernhill. Councillors present agreed not to make any comment on the proposal.

C. Notification of road closure on South Street on 2nd March 2020

D. Email from Dunkirk Parish Council seeking volunteers for a "Lorrywatch" scheme. The Clerk was asked to obtain more information on the scheme from Dunkirk Parish Council.

- E. Letter from Aone+ with details of scheduled roadworks on A2 between Brenley and Dunkirk
- F. Invitation to Community Led housing event at Dunkirk Village Hall
- G. Email from Kent County Councillor Andrew Bowles containing January newsletter

126 CHAIRMAN/CLERK'S SUNDRY REPORTS

- None

127 ADDITIONAL ITEMS TO BE PLACED ON MARCH AGENDA

- Bus shelter
- School use of village hall carpark
- Steps at Bull Lane recreation ground
- Gas pipe at Poplar View
- Community Warden
- Litter picker vacancy
- Parish councillor vacancy

The next full meeting of the Parish Council is scheduled for Wednesday 11th March 2020 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting