



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Linda Weaver Room of the Village Hall on Wednesday 13th June 2018 from 7:30pm to 8:50pm.

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

Also Present: Mrs S. Muteham (Clerk)

488 APOLOGIES

Cllr B. Collyer, Cllr G. Bobbin, Cllr A. Bowles

489 DECLARATION OF INTERESTS

None

490 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 9th May 2018 (minutes 474-487)

491 HIGHWAYS AND TRANSPORTATION MATTERS

A. HIGHWAYS AND FOOTWAYS

- The Clerk reported that there has been recent confusion over who is responsible for cutting grass verges at The Charltons, Colonels Lane and St Pauls Crescent. Historically this was cut by Swale Borough Council who have given the contract to Kent County Council this year. KCC have offered a very small subsidy to the Parish Council (approximately £50) should the Parish Council wish to cut these areas, however the Parish Council has been quoted £950 + VAT to cut these areas by the current contractor and has subsequently informed KCC that the Parish Council will not be undertaking the cutting of these areas until 100% of the cost can be met.
- There are new road name signs on School Lane and Chalkey Road.
- The gully is still blocked on The Ridgeway and the Clerk will chase this up with KCC.
- The drain at the bottom of School Lane is not draining properly and a request will be made to KCC to clean the drain.
- It was noted that the vegetation on the hill at Nash Court is encroaching over the footway. The Clerk will report this to KCC.
- The Clerk has been requested to get an update on the road/tarmac repairs at Brenley Corner roundabout.

B. PUBLIC FOOTPATHS

- Those present reported that there have been many comments regarding the overgrown condition of many of the public footpaths. In particular, the ZR624 at Hickmans Green, ZR523 between Bull Lane recreation ground and Staplestreet and ZR604 between Bounds Lane and The Bounds. The Clerk will report these to KCC and request that they be cut back as the earliest opportunity.

C. PUBLIC LIGHTING

- Nothing new to report.

D. TRANSPORTATION

- Othing new to report.

492 ENVIRONMENTAL MATTERS

A. RECREATION GROUNDS

BULL LANE

- The Clerk reported that the two rectangular drain/manhole covers on the recreation (near the dog bin) are now considered unsuitable as they are not locked and members of the public may remove the covers. The Clerk requested that Councillors approve the purchase of two replacement covers (which will be lockable) at a cost of approximately £250 and those Councillors present agreed.
- The Clerk reported that she has received three quotes for the purchase of a 2 bay swing to be located on the recreation ground and is now sourcing quotes for safety matting to go underneath the proposed structure.

POPLAR VIEW

- Swale Borough Council have contacted the Parish Council with a request from a resident at Poplar View for a disabled parking bay to be allocated within the parking area adjacent to the recreation ground. On consideration by Councillors present, the Parish Council do not wish to allocate any specific parking space on private land as the parking space available to all residents at Poplar View is already very limited.

B. BURIAL GROUNDS

- Nothing new to report.

C. PUBLIC TOILETS

- The lights in the toilets have been reported as not working and the electrician has been scheduled to undertake the necessary repairs.

D. TELEPHONE KIOSKS

- Nothing new to report.

E. ALLOTMENTS

- Nothing new to report.

493 FINANCE AND ADMINISTRATION

A. BANK RECONCILIATION

The bank reconciliation dated 1st June 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 1st June 2018 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, Privacy Policies. The Media Policy was not approved and the Clerk was asked to clarify paragraphs 8 and 10 before approval at the next meeting.

D. PARISH COUNCILLOR VACANCY

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

E. COFFEE PROJECT

- The Clerk is waiting on confirmation from Swale Borough Council that the land at The Ridgeway can be utilised to host the project. Rural Kent have suggested that the project will take place on a Monday, however this has not yet been confirmed.

F. VILLAGE SIGN

- Cllr T. Owens reported that the sign is now ready and the post has been ordered. It is the intention to erect the sign on Saturday 21st July and to have a community celebration of the event at the White Horse.

G. DEFIBRILLATOR

- The defibrillator to be located at the White Horse has arrived and the order for cabinet housing will be placed imminently.

H. NEIGHBOURHOOD PLAN

- Nothing new to report.

494 COUNCILLORS REPORTS

- None

495 CORRESPONDENCE

- A. May newsletter from Cllr Andrew Bowles (KCC)
- B. Notification of road closure at Clockhouse Level Crossing on 23rd June 2018
- C. Letter from Swale Borough Council asking Councillors for their views on the new Corporate plan 2019-2022.

496 CHAIRMAN/CLERK'S SUNDRY REPORTS

- The Clerk informed those present that under new GDPR legislation the Parish Council has paid a registration fee to the Information Commissioners Office, whereby the Clerk has also been appointed as the Data Protection Officer for the Parish Council.
- The Clerk reported that she received a request from Cllr B. Collyer (absent at the May meeting) to remain on both the Village Hall Management Committee and Planning Committee. Those present agreed.

497 ADDITIONAL ITEMS TO BE PLACED ON JULY AGENDA

- Coffee Project
- Village Sign
- Tree Grant for Poplar View

The next full meeting of the parish council is scheduled for Wednesday 11th July 2018 at 7:30pm. There being no further business, the Chairman declared the Meeting closed.

Signed by the CHAIRMAN of the meeting