

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

5th AUGUST 2025

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:18

Present:

Councillor P Blakeley (Chairman)
Councillor Mrs C Hardingham
Councillor A G Jones
Councillor Mrs G Sands
Councillor T Sands (Vice Chairman)
Councillor Ms J Sharp

In Attendance:

Mrs Christine Gurr – Parish Clerk
1 Member of the Public

Recording, filming and broadcasting of the meeting:

- No requests received.

Apologies for absence (received and accepted):

Councillor H Ogunfemi - On holiday
Councillor Ms H von der Holle - On holiday

(To avoid possible disqualification under the 6-month rule, Councillors must provide a reason for non-attendance)

Declarations of disclosable pecuniary Interests (DPIs):

- A member need only disclose at any meeting the existence of a disclosable pecuniary interest (DPI) in a matter to be considered at that meeting **if** that DPI has not been entered on the disclosable pecuniary interests register maintained by the Monitoring Officer.
- A member disclosing a DPI at a meeting must thereafter notify the Monitoring Officer in writing of that interest within 28 days from the date of disclosure at the meeting.
- A member **may not participate** in a discussion of or vote on any matter in which he or she has a DPI (both those already registered and those disclosed at the meeting) and **must withdraw** from the room during such discussion/vote.
- Members may choose to voluntarily disclose a DPI at a meeting even if it is registered on the council's register of disclosable pecuniary interests but there is no legal requirement to do so.
- Members should also ensure they disclose any other interests which may give rise to a conflict under the council's code of conduct.
- In line with the training provided to members by the Monitoring Officer members with also need to consider bias and pre-determination in certain circumstances and whether they have a conflict of interest or should otherwise leave the room for Code reasons.

The following DPIs were received:

- None

(A Councillor who declares a DPI must withdraw from the room unless a dispensation has been obtained from Medway Council's Monitoring Officer)

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

Urgent matters by reason of special circumstances

- The following two items were discussed as a matter of urgency:

25.94 Bye-Election - Issue of Poll Cards

An email dated 1st August 2025 from Lauren Jeffrey, Senior Electoral Services Officer for Medway Council stating that the cost of Poll Cards for the potential by election on 4th September would be £982.40 including printing and postage.

The Clerk confirmed that although the printing costs for poll cards is optional, the full cost of holding the bye election will be charged to the Parish Council and is estimated to be between £2,600 and £4,000.

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Mrs Hardingham, and agreed, that Poll Cards should be sent to all electors in the parish.

Update on Nautilus Interconnector Project

This item will be discussed during the private and confidential session that will follow.

25.95 Minutes

The minutes of the following meetings were accepted as an accurate record of the proceedings:

- Parish Council – 24th June 2025 (including Confidential Notes)
 - Proposer: Councillor T Sands
 - Seconder: Councillor Jones
- Parish Council – 15th July 2025
 - Proposer: Councillor Jones
 - Seconder: Councillor Mrs Hardingham

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

25.96 Comments on Medway Council Local Plan – Regulation 19

Members discussed the following documents:

- Email dated 27th June 2025 from Councillor Ron Sands proposing a unified response to the Local Plan – Regulation 19;
- Email dated 29th July 2025 from Cllr Michael Pearce of the Save the Hoo Peninsula Campaign enclosing template for residents' representations to Medway Council;
- Email dated 1st August 2025 from Councillor Michael Pearce enclosing representation from The Independent Group;
- Verbal Report from Alliance of Hoo Peninsula Parishes meeting on 28th July 2025;

Action/Comments Agreed:

It was proposed by Councillor Ms Sharp, seconded by Councillor Mrs Hardingham, and agreed to:

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

- Adopt the unified response from The Alliance of Hoo Peninsula Parishes representation dated 10th August 2025;
- Councillors Blakeley, Sands and the Clerk will formulate a supplementary representation highlighting additional items with specific reference to this parish.

25.97 **Proposed Mobile Phone Contract**

Members reviewed the Business Mobile Proposal from Connection Technologies Ltd dated 17th July 2025 for a Apple iPhone 16E (128GB) at a monthly rental of £30.50 excluding VAT.

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Mrs G Sands, and agreed:

- To accept the SIM only option at a cost of £12.50 per month;
- To save cost, members might be able to donate an older handset for this purpose.

25.98 **Proposed upgrade to office MFD (Multi-Function Device)**

Members reviewed the following documents:

- Managed Technology proposal dated 8th July 2025 for Konica Minolta C3320i multi-function printer at a fixed rental of £25.00 per month (£300 per annum) excluding VAT;
- Schedule of costs for Toshiba Studio 338CS from 27/09/2022 to 31/03/25.

Action/Comments Agreed:

It was proposed by Councillor Mrs Hardingham, seconded by Councillor Blakeley, and agreed, not to proceed with the proposed upgrade at this time.

25.99 **Quotation/s for play park repairs**

Members discussed the following quotations from Safeplay Playground Services Ltd:

- 22/07/25: QT-28002
 - MPU safety surface repairs - £1,435.00 + VAT
- 29/07/25: QT-28071
 - General repairs as per RoSPA report dated 15/07/25 - £4,329.00 + VAT

Action/Comments Agreed:

It was proposed by Councillor Ms Sharp, seconded by Councillor Mrs Hardingham, and agreed to:

- Accept quotation QT-28002 for MPU safety surface repairs at £1,435 plus VAT;
- Prepare poster to ask residents for ideas of new equipment;
- Ask Headteacher of St James' Church of England Primary Academy if they would host replies;

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

- Get updated quotation for removal or replacement of skateboard park from Safeplay and Medway Norse;
- Agenda for September PC meeting.

25.100 Football Pitch Hire

Members discussed the following documents:

- Email exchange between GPC the Grain Vets FB Club dated 28th July to 1st August 2025;
- Extract from draft Minutes of PC meeting held on 24th June 2025;
- Existing Application to Hire St James' Park Playing Field Football Pitch and Pavilion;
- Proposed revisions to the above as discussed at PC meeting held on 24th June 2025;
- Verbal report on GPC playing field inspection.

Action/Comments Agreed:

It was proposed by Councillor Sands, seconded by Councillor Blakeley, and agreed, to:

- Accept revisions to Application to Hire St James' Park playing field;
- Take remedial action on the football pitch where necessary.

20:10 **Exclusion of the Press and Public**

The Parish Council resolved that under Section 100A(4) of the Local Government Act 1972, the Press and Public be excluded from the meeting for the consideration of the following items on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 in Part 1 of Schedule 12A of the Act.

25.101 Update on Shared Access Upgrade Works – Pavilion Car Park

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for PC meeting scheduled for 30th September 2025.

25.102 Update on Nautilus Interconnector Project

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for PCI meeting scheduled for 30th September 2025.

20:36 **The Meeting was re-opened to the press and public**

25.103 Authorisation of Payments of Accounts

Schedule of cheques, BACS and Direct Debit payments for July 2025 for approval:

- Revenue Account: £12,702.10
- Capital Account: Nil
- **TOTAL PAYMENTS: £12,702.10 (inclusive of VAT)**

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

Action/Comments Agreed:

It was proposed by Councillor T Sands, seconded by Councillor Mrs G Sands, and agreed, that the schedule of payments, as *per* Appendix 1, was approved.

25.104 Revenue and Capital Receipts Report

Schedule of receipts during June 2025 for information:

- Revenue Account
 - Cash/cheques: £120.92
 - BACS deposits: £3,761.46
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £3,882.38 (inclusive of VAT)**

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Mrs Hardingham, and agreed, that the schedule of receipts, as *per* Appendix 2, was approved.

25.105 Consideration of Planning Applications

The following applications were examined, discussed, and comments thereupon agreed upon proposition by Councillor Mrs C Sands, and seconded by Councillor Ms Sharp:

MC/25/1338

Land to the East of Grain Road/South of Power Station Road

- The construction and operation of a BESS of up to 249 megawatts electrical capacity, associated site access and cable route with connection point at an existing National Grid substation, with associated work on land south of Power Station Road

Comment/s agreed:

Members were concerned that there was an exclusion zone in respect of this project, particularly as the plan does not show the Edinburgh Road development currently under constructed. Request more information from the Planning Officer.

MC/25/1492

East of Lower Stoke, Northwest of Wallend and North and South of Grain Road

- RSPB application for excavation works to create shallow water holding features to improve the quality of the habitat, creation of bunds across the site, sluice repairs and installation of tap valves.

Comment/s agreed:

Members support this application.

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

MC/25/1153

National Grid LNG Site

- Outline planning permission with all matters reserved for the construction and operation of a CO² Gathering Pipeline with alterations to Jerry 7 and associated development

Comment/s agreed: Members had no comments.

25.106 Reports from meetings/events hosted by outside organisations

Members attended the following meetings:

- Councillors Blakeley and T Sands – KALC Local Government Reorganisation Meeting on 19/06/25 at Ashford;
- Councillor T Sands: Online training – Nuts & Bolts of Parish Councils – 28/07/25

A meeting of the Medway KALC Committee was held on 30/07/25 but Councillor T Sands had been unable to attend but sent his apologies and a report.

Action/Comments Agreed:

The minutes of the meeting/s (if applicable) will be copied/forwarded to all members when they become available.

25.107 General Correspondence

The following correspondence was received:

12/07/25 Email from Councillor Mrs G Sands reporting that car park repairs had been carried out free of charge by a local resident.

Actions/Comments Agreed:

- Clerk to send a letter of thanks and ask if he would be interested in quoting for work on the garages.

19/05/25 Email from the Senior Comms Officer for Lauren Edwards MP introducing himself and offering help if the need arises in the future.

Actions/Comments Agreed:

- Noted.

09/07/25 Letter from Santander Business Banking stating that with effect from 1st October 2025 there will be a monthly account fee of £4.99 on the Current Account.

Actions/Comments Agreed:

- Noted.

23/06/25 Work sheet from Swale Shutter and Door Services Ltd detailing satisfactory repair to GP Surgery door entry system.

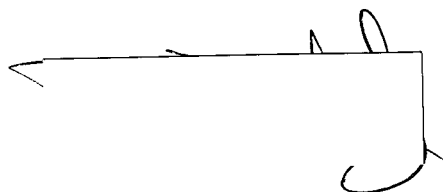
Actions/Comments Agreed:

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

- Replacement of door entry system (as agreed on 24/06/25) not required at this time.

20:52 *There being no further business, the meeting was closed.*

Signed:

A handwritten signature in black ink, consisting of a long horizontal line with a small upward tick in the middle, and a large, stylized 'J' or 'L' shape at the end.

Date:

7/10/2025

APPENDIX 1

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

LIST OF PAYMENTS AGREED/APPROVED - JULY 2025

Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account					
S/Orders	Salaries & Expenses - see below			0.00	Salaries
123245	Salaries & Expenses - see below			0.00	Salaries
123246	Salaries & Expenses - see below			0.00	Salaries
123247	Salaries & Expenses - see below			0.00	Salaries
123248	Mr A Jones - Contractor	2,117.11	0.00	2,117.11	Miscellaneous
123249	Blakes Security Systems Ltd	45.85	9.17	55.02	General M&R
123250	Cllr Blakeley	122.40	0.00	122.40	Administration
123251	Boyds Electrical Ltd*	1,137.50	0.00	1,137.50	V/H M&R
123252	Boyds Electrical Ltd*	1,137.50	0.00	1,137.50	V/H M&R
123260	Boyds Electrical Ltd*	0.00	455.00	455.00	V/H M&R
123253	George Webb Finn LLP	907.83	181.57	1,089.40	General M&R
123254	CSG Global Education Ltd (KCS)	163.06	32.61	195.67	V/H M&R
123255	Playsafety Ltd	252.00	50.40	302.40	General M&R
123256	Shaw & Sons Ltd	156.00	31.20	187.20	Administration
123257	Swale Shutter & Doors Ltd	372.44	74.49	446.93	V/H M&R
123258	Viking Direct	206.52	41.30	247.82	Stationery/Equip
123259	Vision ICT Ltd	275.00	55.00	330.00	Administration
	*Split cheques issued on request				
	Salaries & Expenses	3,854.33	39.95	3,894.28	Salaries
	Total - Cheques/BACS	10,747.54	970.69	11,718.23	
Revenue Account - Direct Debits					
30/06/2025	Veolia ES (UK) Ltd	326.91	65.38	392.29	V/Hall M&R
01/07/2025	Bluerag Networks Ltd	20.00	4.00	24.00	Administration
11/07/2025	Business Stream	85.85	0.00	85.85	V/H Water
16/07/2025	Business Stream	23.05	0.00	23.05	Water
23/07/2025	EE Broadband	56.63	0.00	56.63	Telephone
04/07/2025	Crown Gas & Power Ltd	118.33	5.92	124.25	Gas
10/07/2025	Crown Gas & Power Ltd	146.07	7.30	153.37	V/H Electricity
10/07/2025	Crown Gas & Power Ltd (Pavilion)	55.66	2.78	58.44	Electricity
10/07/2025	Crown Gas & Power Ltd (MUGA)	31.31	1.57	32.88	Electricity
10/07/2025	Crown Gas & Power Ltd (W/Shop)	31.53	1.58	33.11	Electricity
	Total - Direct Debits	895.34	88.53	983.87	
TOTAL REVENUE PAYMENTS		11,642.88	1,059.22	12,702.10	
Capital Account					
				0.00	Capital
TOTAL CAPITAL PAYMENTS		0.00	0.00	0.00	
TOTAL PAYMENTS FOR JULY 2025		11,642.88	1,059.22	12,702.10	

APPENDIX 2

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6783 to 6784
~ Garages	£120.92
~ Village Hall Lettings	£0.00
~ Wayleaves	£0.00
~ Other	£0.00
TOTAL: £120.92	

BACS Deposits	Bank Statement 007/2025
~ Garages	£461.46
~ Village Hall Lettings	£3,300.00
~ Playing Field Rent	£0.00
~ Other	£0.00
TOTAL: £3,761.46	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6783 to 6784
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 007/2025
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR JUNE 2025: £3,882.38