

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

6th MAY 2025

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:00

Present:

Councillor P Blakeley (Chairman)
Councillor Mrs C Hardingham
Councillor A G Jones
Councillor H Ogunfemi
Councillor Mrs G Sands
Councillor T Sands (Vice Chairman)
Councillor Ms J Sharp
Councillor Ms H von der Holle
Councillor D Warrington

In Attendance:

Mrs Christine Gurr – Parish Clerk
1 Member of the Public

Recording, filming and broadcasting of the meeting:

- There were no members of the press and public present.

Apologies for absence (received and accepted): None

(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.

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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)

Urgent matters by reason of special circumstances

- The following two items were discussed as a matter of urgency. A third item will be discussed during the confidential session.

25.49 Email Problems

The Clerk reported on the recent problems with emails to members using a distribution list that was created in 2013. The fault occurs intermittently when emails to certain members are undelivered but it is not always the same member nor does it happen with every email. Advice from our IT Consultant was that use of the gov.uk email address would resolve all the current problems.

Action/Comments Agreed:

The IT Consultant will hold a workshop on Tuesday, 20th May 2025 at 19:00 at the UJ Chapel (as an internet connection is required) to assist members in setting up their gov.uk email accounts on their personal devices.

25.50 Vandalism to Trees etc

Councillor Ms von der Holle presented a series of photographs taken in the coastal park showing the severe damage to trees being caused by youths (particularly in Seaview Meadow).

Action/Comments Agreed:

The following was agreed:

- Contact the local police officers to report the problem;
- Ask if they can visit the Youth Club to talk to the young people;
- Put item on the website.

25.51 Minutes

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

- Parish Council – 1st April 2025
 - Proposer: Councillor Jones
 - Second: Councillor Blakeley
- Finance Committee: - 15th April 2025
 - Proposer: Councillor Warrington
 - Second: Councillor Ms Sharp
- GP Committee – 15th April 2025
 - Proposer: Councillor Jones
 - Second: Councillor Ms von der Holle

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ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

25.52 Lower Stoke Village Car Park

Councillor T Sands gave a verbal report to members on his discussions with the Chairman of Stoke Parish Council regarding their opposition to Medway Council selling the Lower Stoke village car park as this is not only used for parking but also for village events as there is no other suitable communal space.

Action/Comments Agreed:

It was proposed by Councillor T Sands, seconded by Councillor Mrs Hardingham, and agreed, to contact the Chairman of Stoke Parish Council offering support in an appropriate format.

25.53 NHS 10 Year Plan Survey

Members reviewed the following documents:

- Email dated 27th March 2025 from the Chairman of the KALC Health and Well-Being Advisory Committee inviting members to participate in a survey of healthcare services for the future;
- Supporting document to the survey.

Action/Comments Agreed:

The Clerk will forward the above email to all members so that they may complete the survey individually.

25.54 Kent Police Community Speedwatch Initiative

Members reviewed the following documents:

- Email dated 10th April 2025 from Casualty Data Officer Transport and Parking Service of Medway Council giving details of the Community Speedwatch initiative operated by Kent Police
- Extract from Kent Police website giving details of joining and/or setting up a scheme.

Action/Comments Agreed:

It was proposed by Councillor Warrington, seconded by Councillor T Sands, and agreed, to put an item on the website asking for volunteers and copy this to Medway Council.

25.55 Update on Highway Issues

Members reviewed the following documents:

- GPC email dated 1st May 2025 to Karen Tamsett, Acting Head of Highways for Medway Council raising concerns about HGV overnight parking and requesting reinstatement of road signage prohibiting this;
- GPC email dated 1st May 2025 to PC Richard Jones raising concerns about HGV overnight parking and asking what action the police can take in this regard.

Action/Comments Agreed:

Agenda for Parish Council meeting scheduled for 27th May 2025.

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25.56 Update on Marker Stone for the Thames Path/King Charles III England Coast Path

Members reviewed the email dated 30th April 2025 from Thomas Kennedy, SE England Coast Path National Trail Officer enclosing the following:

- GPC plinth design;
- Thames Path start point plinth;
- Location Map for Marker Stone;
- Photograph with superimposed location of Marker Stone.

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Ms Sharp, and agreed that:

- The positioning of the plinth was approved with any lettering to be visible from the car park so that it was immediately visible to visitors;
- The plinth design will be similar to that at the Thames Path start point but to include 'footsteps' at the base, as per the original design submitted by the Parish Council;
- Suggest that a competition is held so that pupils at St James' CofE Primary Academy, can submit ideas for the final design.

19:46 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.

25.57 Update on Shared Access Upgrade Works – Pavilion Car Park

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for Parish Council meeting scheduled for 27th May 2025.

25.58 National Grid Tilbury to Grain – Easement Proposal

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for Parish Council meeting scheduled for 27th May 2025.

19:57 The Meeting was re-opened to the press and public

25.59 Authorisation of Payments of Accounts

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

- Revenue Account: £9,754.98
- Capital Account: Nil
- **TOTAL PAYMENTS: £9,754.98 (inclusive of VAT)**

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Action/Comments Agreed:

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

25.60 Revenue and Capital Receipts Report

Schedule of receipts during March 2025 for information:

- Revenue Account
 - Cash/cheques: £215.20
 - BACS deposits: £823.50
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £1,038.70 (inclusive of VAT)**

Action/Comments Agreed:

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

25.61 Consideration of Planning Applications

None notified.

The following applications were examined, discussed, and comments thereupon agreed upon proposition by Councillor Mrs Hardingham, and seconded by Councillor Mrs G Sands:

MC/25/2598

Foster Yeoman

- *Retrospective – Temporary permission for three stage settlement ponds for use exclusively with ready-mix concrete batching plant installed under planning permission ME/919215*

Comment/s agreed: Members had no comments.

25.62 Reports from meetings/events hosted by outside organisations

A meeting of the Medway KALC committee was held on 30th April 2025 but no one had been available to attend.

Action/Comments Agreed:

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

25.62 General Correspondence

The following correspondence was received:

01/05/25

Email from Taff Morgan, Emergency Planning and Corporate Health & Safety Manager for Medway Council requesting that, if required, the Village Hall be available as an emergency centre on Fete Day.

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Actions/Comments Agreed:

- The Village Hall has been reserved on Saturday, 19th July 2025 for use as an Emergency Centre, as requested;
- Councillor Blakeley will be available during the day to open the Village Hall, if required.

28/04/25

Email from Secretary of the Fete Committee giving brief details of the initial plans for Fete Day which they will update at a Parish Council nearer the time.

Actions/Comments Agreed:

- Invite them to attend the Parish Council meeting scheduled for 24th June 2025.

29/04/25

Email from Elms Medical Centre requesting an update on the Legionella Risk assessment carried out on 14th April 2023.

Actions/Comments Agreed:

- Obtain quotes for Legionella Risk Assessments for both Village Hall and Pavilion

20/03/25

Email dated 20th March 2025 reporting an offer from a resident to install security cameras at the Pavilion, free of charge.

Actions/Comments Agreed:

- Agreed in principle subject to further details.

22/04/25

Email from a resident concerned at the light pollution at the NeuConnect site entrance.

Actions/Comments Agreed:

- Members had no comments.

30/04/25

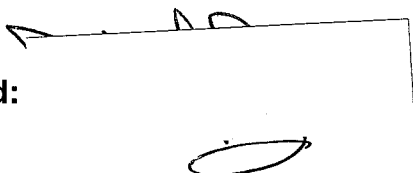
Email from a garage tenant reporting concrete cracks on garages in St James' Close.

Actions/Comments Agreed:

- Obtain initial quote for repairs from a local contractor, with follow up quotes, if required to meet financial regulations;
- Agenda for Parish Council meeting scheduled for 27th May 2025.

20:28 *There being no further business, the meeting was closed.*

Signed:



Date:

27/5/2025.

APPENDIX 1

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

LIST OF PAYMENTS AGREED/APPROVED - MAY 2025

Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account					
123221	Mrs M Pearn	24.42	0.00	24.42	Administration
123222	Cancelled				
123223	Mrs S Langdridge	24.42	0.00	24.42	Administration
S/Orders	Salaries & Expenses - see below			0.00	Salaries
123224	Salaries & Expenses - see below			0.00	Salaries
123225	Salaries & Expenses - see below			0.00	Salaries
123226	Salaries & Expenses - see below			0.00	Salaries
123227	Ms Anita Burke	300.00	0.00	300.00	Refunds & PRS
123228	Kent Fire Extinguisher Ser. Ltd	133.89	26.78	160.67	V/H M&R
123229	LMIDB	68.76	0.00	68.76	Water
123230	Managed Technology Corp Ltd	63.70	12.74	76.44	Stationery/Equip
123231	Royal British Legion	17.00	0.00	17.00	Administration
123232	Royal Mail Group Ltd	371.50	74.30	445.80	Administration
123233	UJ Community Partnership	20.00	0.00	20.00	Administration
123234	Vision ICT Ltd	160.00	32.00	192.00	Administration
	Salaries & Expenses	2,407.45	2.56	2,410.01	Salaries
	Total - Cheques/BACS	3,591.14	148.38	3,739.52	
Revenue Account - Direct Debits					
30/04/2025	Veolia ES (UK) Ltd	392.38	78.48	470.86	V/Hall M&R
01/05/2025	Blueraq Networks Ltd	20.00	4.00	24.00	Administration
16/04/2025	Business Stream	43.68	0.00	43.68	V/H Water
3/04/2025	Business Stream	20.90	0.00	20.90	Water
23/05/2025	EE Broadband	54.32	0.00	54.32	Telephone
07/05/2025	Crown Gas & Power Ltd	367.91	73.58	441.49	Gas
09/05/2025	Crown Gas & Power Ltd	183.44	9.17	192.61	V/H Electricity
08/05/2025	Crown Gas & Power Ltd (Pavilion)	67.15	3.36	70.51	Electricity
09/05/2025	Crown Gas & Power Ltd (MUGA)	35.54	1.78	37.32	Electricity
09/05/2025	Crown Gas & Power Ltd (W/Shop)	29.72	1.49	31.21	Electricity
	Total - Direct Debits	1,215.04	171.86	1,386.90	
	TOTAL REVENUE PAYMENTS	4,806.18	320.24	5,126.42	
Capital Account					
				0.00	Capital
	TOTAL CAPITAL PAYMENTS	0.00	0.00	0.00	
	TOTAL PAYMENTS FOR MAY 2025	4,806.18	320.24	5,126.42	

APPENDIX 2

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6767 to 6769
~ Garages	£117.60
~ Village Hall Lettings	£97.60
~ Wayleaves	£0.00
~ Other	£0.00
TOTAL: £215.20	

BACS Deposits	Bank Statement 004/2025
~ Garages	£492.90
~ Village Hall Lettings	£330.60
~ Playing Field Rent	£0.00
~ Other	£0.00
TOTAL: £823.50	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6767 to 6769
~ Other	£0.00
	TOTAL: £0.00

BACS deposits	Bank Statement 004/2025
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR MARCH 2025: £1,038.70