

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

3rd MARCH 2026

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

Present:

Councillor P Blakeley (Chairman)
Councillor A G Jones
Councillor Mrs S Malone
Councillor H Ogunfemi
Councillor Ms J Sharp
Councillor Ms H von der Holle

In Attendance:

Mrs Christine Gurr – Parish Clerk

Recording, filming and broadcasting of the meeting:

- No requests received.

Apologies for absence (received and accepted):

Councillor Mrs G Sands - Unwell
Councillor T Sands - Unwell

(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)



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Urgent matters by reason of special circumstances

- The following item was discussed as there is a deadline for submitting comments.

26.18 Local Government Reorganisation Consultation

Email dated 3rd March 2026 from Alison Stevens of KALC setting out the five options for LGR and reminding councils that the deadline for comment is 26th March 2026.

Action/Comments Agreed:

It was agreed to bring forward the March PC meeting to 24th March so that comment could be made by the deadline of 26th March 2026.

26.19 Minutes

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

- Finance Committee: - 27th January 2026
 - Proposer: Councillor Mrs Malone
 - Seconder: Councillor Ms Sharp
- Parish Council – 27th January 2026 (including Confidential Notes)
 - Proposer: Councillor Blakeley
 - Seconder: Councillor Mrs Malone

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

26.20 Grant Application for Play Park Replacement

Councillor Malone reported on her research into the FCC Communities Action Fund – Guide for Applicants which offers grants of up to £100,000 for playpark refurbishment.

Action/Comments Agreed:

The following actions were agreed on proposition by Councillor Mrs Malone, and seconded by Councillor Ms Sharp:

- Contact FCC and ask for clarification of funding availability and eligibility requirements;
- Obtain quote for removal/replacement of skateboard park;
- Obtain quotes for refurbishment of existing play equipment and/or replacement with new equipment;
- Prepare grant applicable to meet the FCC deadline of 19 August 2026, if possible.

26.21 Co-Option of Parish Councillor

Members reviewed the following documents:

- Timetable for Interviews and voting – 17th March 2026;
- Co-Option Procedure agreed on 03/02/26.

Action/Comments Agreed:

The Clerk will contact KALC to seek advice on the possible conflict of interests for two members of the interview panel.

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26.22 Approval of Village Hall Car Park Signage

Members discussed the positioning and wording for the Village Hall car parking signs.

Action/Comments Agreed:

The following was agreed on proposition by Councillor Ogunfemi and seconded by Councillor Ms von der Holle:

- Signs to be placed at either side of the car park entrance on the two pebble-dashed panels incorporated in the boundary wall;
- Wording to be 'Private Car Park - Liable for Closure at Any Time – No unauthorized Parking';
- Signs to be reflective with an anti-vandal finish and installed with anti-vandal fixings.

26.23 Community Water Storage Hub

Members discussed the following documents:

- Email dated 11th February 2026 from Sandra Clayson, Emergency Planner for Southern Water requesting provision of a Community Water storage hub;
- Community Water Storage Leaflet;
- Emergency Bottled Water Storage Guidance.

Action/Comments Agreed:

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

- Arrange meeting with Southern Water;
- Clear the large storage cupboard in the Village Hall to provide storage for bottled water - as well as excess chair stacks;
- Arrange disposal of toys etc previously used by the now defunct Mother & Toddler Group.

26.24 Electrical Repairs Protocol

Members reviewed the 'Protocol for Electrical Repairs' which was discussed at length at the GP Committee Meeting on 17/03/26 when it was agreed to recommend adoption by full council.

Action/Comments Agreed:

It was agreed on proposition by Councillor Jones and seconded by Councillor Ms Sharp that the Protocol be adopted as *per* Appendix 1.

26.25 Village Hall Waste Contract

The Clerk reported that she had been attempting to get alternative quotes for the Waste Management contract for the Village Hall but had been unable to compare the figures from Countryside Recycling with the current contract with Veolia.

Action/Comments Agreed:

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

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- Ask Countryside Recycling to provide a comparable breakdown of its costs;
- Seek quotations from other contractors which operate in the Medway Towns (Biffa, Zero Waste, Suez).

26.26 Update on Shared Access Upgrade Works – Pavilion Car Park

This item was deferred as no update was available.

Action/Comments Agreed:

Agenda for PC meeting scheduled for Tuesday, 31st March 2026

26.27 Authorisation of Payments of Accounts

Schedule of cheques, BACS and Direct Debit payments for February 2026 for approval:

- Revenue Account: £8,514.98
- Capital Account: Nil
- **TOTAL PAYMENTS: £8,514.98 (inclusive of VAT)**

Action/Comments Agreed:

It was proposed by Councillor Ogunfemi, seconded by Councillor Ms von der Holle, and agreed, that the schedule of payments, as *per* Appendix 2, was approved.

26.28 Revenue and Capital Receipts Report

Schedule of receipts during December & January 2026 for information:

- Revenue Account
 - Cash/cheques: £1,019.48
 - BACS deposits: £3,730.08
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £4,749.56 (inclusive of VAT)**

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Ogunfemi, and agreed, that the schedule of receipts, as *per* Appendix 3, was approved.

26.29 Consideration of Planning Applications

The following application was examined, discussed, and comments thereupon agreed upon proposition by Councillor Ms von der Holle, and seconded by Councillor Mrs Malone:

MC/26/0230

38 Green Lane

- *Construction of a single storey side extension (demolition of garage) and additional off-road park to the front of the property*

Comment/s agreed:

No comments.

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- 26.30 Reports from meetings/events hosted by outside organisations**
Councillor Blakeley gave a verbal report on the meeting of the Alliance of Hoo Peninsula Parishes at which the Local Plan Regulation 22 was discussed. More information on this topic can be obtained from the Frindsbury Extra Parish Clerk.

Action/Comments Agreed:

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

20:17 Councillor Jones left the meeting.

26.31 General Correspondence

The following correspondence was received:

04/02/26 Email from Councillor Michael Pearce offering to present a report to the Parish Council if required.

Actions/Comments Agreed:

- Invite him to attend at 18:30 on 28th April or 2nd June 2026.

24/02/26 Email from Medway Council Flood Risk Officer giving details of a UAV (Drone) Survey along Grain Beach in 2028.

Actions/Comments Agreed:

- Noted.

18/02/26 Email from Mrs Veronica Cordier highlighting the installation of a new bus shelter in Chapel Road and mentioning that it had taken 10 months for the missing panel in the High Street bus shelter to be replaced.

Actions/Comments Agreed:

- Noted.

23/01/26 Email from Mrs Lorraine Giddy copying in her email to Network Rail asking for funding for a community project.

Actions/Comments Agreed:

- Noted.

02/03/26 Email from Thomas Kennedy, National Trail Officer for King Charles III England Coast Path (South East) introducing the Drinkable Rivers organisation.

Actions/Comments Agreed:

- Noted.

03/03/26 Email from Li An Phoa of Drinkable Rivers giving details of the relay river walk between Grain and Woolwich taking place between 23-28 June 2026

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Actions/Comments Agreed:

- Pass information to Veronica Cordier Friends, as well as Councillors Gill & Terry Sands.

20:30 *There being no further business, the meeting was closed.*

Signed:



Date: 24/3/2026

APPENDIX 1

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

PROTOCOL FOR ELECTRICAL REPAIRS

This protocol applies to the following buildings/structures where there is a fixed electrical installation whether Single or Three Phase:

Village Hall (including the garage)
Pavilion (including rear tower)
Workshop (double garage)
Pintail Close Garages No.4, 5 & 6 (used for equipment storage)
Floodlights

- All electrical faults must be reported to the Clerk;
- The Clerk will seek advice from an approved electrical contractor¹ as to the action required to secure the safety of staff and public using that building/structure;
- The Clerk is authorised to accept any subsequent estimate up to the value of £499 (in consultation with the Chairman or other competent member², if appropriate);
- If the Clerk receives advice from an approved electrical contractor¹ that the repair exceeds £499, then the following should be determined in consultation with the Chairman or other competent member²:
 1. Is the fault such that it compromises the safety of staff and/or public using the building/structure?
 2. If the answer is **YES**, then does the fault require immediate attention?
 3. If the answer is **YES**, then an immediate repair must be approved.
 4. If the answer is **NO**, can the decision be held over to the next Parish Council meeting? **OR**
 5. Can the faulty item/area be isolated to preserve safety?
 6. If no such isolation is possible, then the building must be closed until such time as the repair is approved and completed.
- No member of staff should be required to undertake physical examination or repair of any electrical installation – however minor it may appear.
- The competent member² should not be required to physically examine or repair any electrical installation – however minor it may appear.

Definitions:

¹An approved electrical contractor is registered with NICEIC, NAPIT or ECA.

²A competent member has been a qualified electrician, even if no longer registered - Councillor Paul Blakeley meets this criterion.

PB

APPENDIX 3

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REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6807 to 6817
~ Garages	£388.52
~ Village Hall Lettings	£619.96
~ Wayleaves	£11.00
~ Miscellaneous	£0.00
TOTAL: £1,019.48	

BACS Deposits	Bank Statement 001&002/2026
~ Garages	£1,034.12
~ Village Hall Lettings	£178.20
~ Airtime Refund	£44.00
~ Miscellaneous (NGET)	£1,100.00
~ VAT Repayments*	£1,373.76
TOTAL: £3,730.08	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6807 to 6817
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 001&002/2026
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR DECEMBER & JANUARY 2026: £4,749.56

PB