

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

26th JULY 2022

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:10

Present:

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

In Attendance:

Mrs Christine Gurr – Parish Clerk

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 receive.

(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

Name of Councillor

Councillor David Warrington

Reason for Declaration

Agenda Item 6(j) - Consideration of Planning Applications:

- Family relationship to applicant for MC/22/1627 & MC/22/1628

Urgent matters by reason of special circumstances

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

22.52 Notification of a Bereavement

Members were sad to receive a letter dated 10th June 2022 from Santander (received on 3rd July 2022) notifying the death of former Councillor Mrs Jacqueline Valentine and the subsequent removal of her name from the Parish Council's accounts.

Action/Comments Agreed:

A card and accompanying letter of condolence has been sent to Jacqie's husband and family.

22.53 Product Recall for iPAD SP1 Defibrillator

Members considered the email dated 22nd July 2022 from Wel Medical stating that a Safety Notice had been issued in respect of the above unit which was installed on the exterior of the Hogarth Inn.

Action/Comments Agreed:

Councillor Warrington will meet a representative of South East Coast Ambulance Service (SeCamb) on Friday, 29th July 2022 to establish whether the unit requires a software update.

22.54 Minutes

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

- Parish Council – 7th June 2022
 - Proposer: Councillor Jones
 - Secunder: Councillor Blakeley
- Finance Committee – 19th July 2022
 - Proposer: Councillor Warrington
 - Secunder: Councillor Jones
- GP Committee – 19th July 2022
 - Proposer: Councillor Warrington
 - Secunder: Councillor Ms von der Holle

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

22.55 Request for alteration to Village Hall boundary fence

Members discussed the email dated 22nd July 2022 from the resident of Cedar Villa, Chapel Road which shares a boundary fence with the Village Hall.

Action/Comments Agreed:

The following was agreed:

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

- Councillors Jones and Blakeley will assess the work required and any costs involved;
- Cost of the work to be re-charged to the resident of Cedar Villa.

22.56 Purchase of replacement Photocopier/Printer (MFD)

Members discussed the details of OKI MC760dn A4 colour multifunction printer priced at £1,034.48 (ex VAT) – for comparison with the existing OKI MC561 which was purchased in 2012 for £695 (ex VAT), which has become very unreliable.

The Chairman and Clerk have a meeting scheduled with the Sales Manager from Managed Technology Corporation Ltd on Thursday, 28th July 2022 to discuss machine options as they no longer sell OKI machines.

Action/Comments Agreed:

It was proposed by Councillor Warrington, seconded by Councillor Ms von der Holle, and agreed, to:

- Replace the OKI561 with an up-to-date and more reliable MFD Printer/Photocopier costing up to £1,500 (excluding VAT);
- Explore machine lease option.

22.57 Request for placement of Mobile Sight Centre

Members considered the following documents:

- Email dated 6th June 2022 from Kent Association for the Blind giving details of the new Mobile Sight Centre which they wish to bring to villages around Medway;
- IRIS Mobile Sight Centre leaflet.

Action/Comments Agreed:

Members agreed that:

- The mobile unit could be accommodated in the Village Hall Car Park;
- Combine visits with those of the 'Pop-Up Café' provided by AwCRK/wHoo Cares;
- Contact KAB, AwCRK/wHoo Cares to co-ordinate this, if possible.

22.58 Replacement Strimmer/Brushcutter for FoGCP volunteers

Members discussed the following:

- Replacement Stihl Brushcutter FS131 (RRP £912) needed as Stihl Brushcutter FS130 (purchased March 2017 for £590) is beyond economic repair;
- FoGCP have offered to donate £250 towards the cost;
- A quotation was requested from KCC but they have not been able to source a supplier.

Action/Comments Agreed:

It was proposed by Councillor Warrington, seconded by Councillor Jones, and agreed, to purchase a replacement Stihl RS131 Brushcutter at a cost of £912 + VAT.

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

22.59 Report from Annual Parish Meeting – 31st May 2022

Members considered a list of questions for Councillor Filmer (brought forward from 2021 Annual Parish Meeting).

Action/Comments Agreed:

The list was approved with the addition of the following two items:

- A228/B2001 - Cats eyes and marker posts between Ropers Lane and Grain Village need to be cleaned and/or replaced;
- Scarab does not clean full length of High Street.

22.60 Reports from events hosted by outside organisations

Councillor Mrs Cordier gave a verbal briefing on the following meetings:

- Medway Council Rural Liaison Committee – 28th June 2022
- KALC Local Committee – 20th July 2022

Action/Comments Agreed:

- Ask the Monitoring Officer for clarification of Section 5 rules in relation DPs;
- Limit for declaration of gifts was been reduced to £50;
- Minutes of the meetings will be distributed when these are available.

22.61 Council Summer Update 2022 from Satswana (DPO)

Members reviewed the Satswana Council Summer Update 2022 received via email on 30th June 2022.

Action/Comments Agreed:

Members noted that Councils are entitled to rely on section 14(1) of the FOIA in relation to vexatious requests.

22.62 Update on Policy for Placement of Commemorative Items

Members reviewed the following documents:

- Policy agreed 29th March 2022;
- Updated Policy with additional items 9 and 10 for approval.

Action/Comments Agreed:

It was proposed by Councillor Warrington, seconded by Councillor Ogunfemi, and agreed, that the Updated Policy dated 26th July 2022 was approved.

22.63 Finance & Expenditure Approval – June & July 2022

Schedule of cheques, BACS and Direct Debit payments for June and July 2022 for approval:

June 2022

- Revenue Account: £6,208.80
- Capital Account: Nil
- **TOTAL PAYMENTS: £6,208.80**

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

July 2022

- Revenue Account: £4,316.02
- Capital Account: Nil
- **TOTAL PAYMENTS: £4,316.02**

It was proposed by Councillor Mrs Hardingham, seconded by Councillor Sands and agreed, that the schedules of payments, as per Appendix, were approved.

20:23 Councillor Warrington declared Pecuniary Interest in Planning Applications MC/22/1627 and MC/22/1628 and left the room.

22.64 Consideration of Planning Applications

The following applications were examined, discussed, and comments thereupon agreed:

MC/22/1627

Yantlett Farm, West Lane

- Application under Schedule 2, Part 6 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the construction of a building for agricultural/storage use

Comment agreed: Members had no objection to this application.

MC/22/1628

Yantlett Farm, West Lane

- Application under Schedule 2, Part 6 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the construction of an open fronted and side Dutch barn for agricultural/storage use

Comment agreed: Members had no objection to this application.

20:27 Councillor Warrington returned to the meeting.

MC/22/1603

Pacadar Cement Casting, Thamesport, Grain Road, Isle of Grain

- Construction of a warehouse building (Class B2 – General Industrial)

Comment/s Agreed: Members wished to object to this application on the basis that there should be no new developments within this parish until the B2001/A228 is upgraded to take additional traffic.

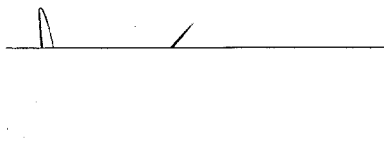
ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

20:40 *There being no further business, the meeting was closed.*

Future Meeting Dates:

- *Parish Council*
 - *16th August 2022 @ 19:00 (Authorization of accounts and urgent business only)*
 - *27th September @ 19:00*

Signed:



Date: 27/9/2022

APPENDIX

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

LIST OF PAYMENTS AGREED/APPROVED - JUNE 2022

Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account - Cheques/BACS					
BACS	Fuel Oils	628.90	31.45	660.35	V/H Water
122935	P Tuckwell Ltd	465.79	93.15	558.94	General M&R
BACS	<i>Salaries & Expenses - see below</i>				
BACS	<i>Salaries & Expenses - see below</i>				
BACS	<i>Salaries & Expenses - see below</i>				
122936	HM Revenue & Customs	2,058.80	0.00	2,058.80	Salaries
122937	Information Commissioner	40.00	0.00	40.00	Administration
	<i>Salaries & Expenses</i>	2,410.25	0.00	2,410.25	Salaries
	Total - Cheques/BACS	5,603.74	124.60	5,728.34	
Revenue Account - Direct Debits					
06/06/2022	EE Broadband	42.29	0.00	42.29	Telephone
	Blueraq Networks Ltd	10.00	2.00	12.00	Administration
27/06/2022	SS Gas Ltd	122.18	6.10	128.28	Gas
28/06/2022	Veolia ES (UK) Ltd	248.24	49.65	297.89	V/Hall M&R
	Total - Direct Debits	422.71	57.75	480.46	
TOTAL REVENUE PAYMENTS		6,026.45	182.35	6,208.80	
Capital Account					
				0.00	
				0.00	
TOTAL CAPITAL PAYMENTS		0.00	0.00	0.00	
TOTAL PAYMENTS FOR JUNE 2022		6,026.45	182.35	6,208.80	
22/79 <i>VA</i>					

APPENDIX

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Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account - Cheques/BACS					
BACS	<i>Salaries & Expenses - see below</i>				
BACS	<i>Salaries & Expenses - see below</i>				
BACS	<i>Salaries & Expenses - see below</i>				
122938	Boyds Electrical Ltd	376.30	75.26	451.56	V/Hall M&R
122939	Business Stream	72.13	0.00	72.13	Split
122940	Cancer Research UK	96.00	0.00	96.00	Miscellaneous
122941	Managed Tech Corp Ltd	30.71	6.14	36.85	Administration
122942	Playsafety Ltd	220.50	44.10	264.60	General M&R
122943	Satswana Ltd	150.00	30.00	180.00	Administration
122944	Viking Direct	250.57	50.11	300.68	Stationery/Equip
122945	Vision ICT Ltd	269.00	53.80	322.80	Administration
	<i>Salaries & Expenses</i>	2,428.49	0.00	2,428.49	Salaries
	Total - Cheques/BACS	3,893.70	259.41	4,153.11	
Revenue Account - Direct Debits					
04/07/2022	Blueraq Networks Ltd	20.00	4.00	24.00	Administration
07/07/2022	EE Broadband	42.27	0.00	42.27	Telephone
25/07/2022	SS Gas Ltd	92.04	4.60	96.64	Gas
	Veolia ES (UK) Ltd			0.00	V/Hall M&R
	Total - Direct Debits	154.31	8.60	162.91	
TOTAL REVENUE PAYMENTS		4,048.01	268.01	4,316.02	
Capital Account					
				0.00	
				0.00	
TOTAL CAPITAL PAYMENTS		0.00	0.00	0.00	
TOTAL PAYMENTS FOR JULY 2022		4,048.01	268.01	4,316.02	