

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

1st AUGUST 2023

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 Mrs G Sands
Councillor T Sands
Councillor D Warrington (Vice Chairman)

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):

Councillor H Ogunfemi - Work commitment
Councillor Ms H von der Holle - Family commitment

(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

- None

23.98 Minutes

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

- Parish Council – 27th June 2023
 - Proposer: Councillor Warrington
 - Seconder: Councillor Mrs Hardingham
- GP Committee – 25th July 2023
 - Proposer: Councillor Warrington
 - Seconder: Councillor T Sands

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

23.99 Consideration of GP Committee Report on Legionella Risk Assessments

Members discussed the Minutes of the General Purposes Committee Meeting held on 25th July 2023 at which the following reports were discussed at length:

- Guardian Water Treatment Ltd report: Risk Assessment for Grain Village Hall dated 3rd May 2023;
- Guardian Water Treatment Ltd report: Risk Assessment for Pavilion dated 3rd May 2023

Action/Comments Agreed:

The following actions were agreed on proposal by Councillor Warrington and seconded by Councillor Mrs G Sands:

- Create a monitoring programme and report sheet for Caretaker for each building;
- Obtain a quotation from Medway Norse to provide a monitoring service for each building;
- Increase water temperature on all water heaters to 60°C in each building;
- Approach Mrs V Cordier for information on the monitoring system in place for the UJ Chapel/Library;
- Check temperature setting on hot water tank in Pavilion which serves the toilets and showers and adjust to 60°C;
- Ask Lindsey Hartney on what day/times the Youth Club uses the Pavilion and set water tank timer accordingly.

23.100 Pavilion Refurbishment Proposal

Members reviewed the following documents:

- Notes of site meeting with Samantha Fenn (National Grid Cap 25 Project) on 26th July 2023;
- Ground Criteria for Entry into the Kent County League and Retention in all Divisions other than the Premier Division;

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- Email dated 16th July 2023 from Boyds Electrical Limited confirming that the electrical supply will support three electric showers.

Action/Comments Agreed:

It was proposed by Councillor Mrs Hardingham, seconded by Councillor T Sands, and agreed, that the refurbishment proposals for the Pavilion were agreed as per the discussion with Ms Fenn on 26th July 2023.

23.101 Pavilion Garage Replacement/Refurbishment

Members discussed the following documents:

- Letter dated 19th April 2023 from Lorraine Giddy, Secretary of the Fete Committee asking to site a 20' shipping container in the Pavilion compound;
- Email exchange on 26th and 27th July 2023 between GPC and Mrs Lorraine Giddy of the Fete Committee;
- Email exchanged dated 28th July 2023 between GPC and Mrs Veronica Cordier;
- List of Equipment stored in Pavilion (as at end of July 2013) provided by Mrs Veronica Cordier.

Action/Comments Agreed:

The following actions were agreed:

- Arrange a site meeting with the Fete Committee to discuss their storage requirements in detail;
- Seek advice from Medway Council as to whether planning permission is required for the siting of a storage container;
- Agenda for September PC meeting.

23.102 Approval of Gang Mowers repair or replacement

Members discussed the following documents:

- Email dated 30th June 2023 from Tuckwells quoting £1,546.80 for repair of Jacobsen Gang Mower (gang mowers cost £5,000 in 2015);
- Exchange of emails dated 4th July 2023 between GPC and Tuckwells concerning repair or possible replacement;
- Email dated 11th July 2023 from Tuckwells quoting for replacement rotary mowers:
 - AR150 1.5m - £4,290 + VAT
 - AR180 1.8m - £5,100 + VAT

Action/Comments Agreed:

The following was agreed on proposal by Councillor Warrington, seconded by Councillor T Sands:

- Purchase the AR 180 Wessex Rotary mower at a cost of £5,100 (plus VAT);
- Offer the Ryetec BC250 Chipper/Shredder in part-exchange as this is no longer used.

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23.103 NeuConnect Community Fund Project

Members discussed the following documents:

- Email dated 13th April 2023 from Daniel Fryd regarding the above fund;
- Email dated 17th April 2023 from Jaben Roofing enclosing the following quotes:
 - Flat roof - £8,890 + VAT
 - Barrel roof - £4,975 + VAT
 - Doctor's Surgery - £3,850 + VAT
 - **TOTAL: £17,715 + VAT (£3,543)**

The Clerk reported that it may not be possible to reclaim the whole of the VAT on this project as there is an Annual De Minus Limit of £7,500.

Action/Comments Agreed:

The following was agreed on proposition by Councillor Warrington and seconded by Councillor Mrs Hardingham:

- Confirm the submission of the Village Hall roof refurbishment as a project for the NeuConnect Community Fund (as detailed above);
- Approach NeuConnect with a second project to replace soffits, fascia and guttering on the Village Hall;
- Councillor Jones will prepare costings for above.

23.104 Co-Option of Parish Councillor

Members reviewed the following:

- Extract from Minutes of Parish Council meeting held on 6th June 2023;
- Wanted? – Parish Councillors notice displayed on 9th June 2023.

The Clerk reported that one application had been received by the deadline.

Action/Comments Agreed:

Offer the candidate an interview at 18:30 on Tuesday, 22nd August 2023, prior to the PC meeting at 19:00.

23.105 Motions for KALC Annual General Meeting

Members reviewed the email dated 12th July 2023 from Kent Association of Local Councils requesting submission of any motion/s for discussion at the Annual General Meeting on 18th November 2023.

Action/Comments Agreed:

Members had no items to put forward.

23.106 Authorisation of Payments of Accounts

Schedule of cheques, BACS and Direct Debit payments for July 2023 for approval:

- Revenue Account: £4,397.73
- Capital Account: Nil
- **TOTAL PAYMENTS: £4,397.73 (inclusive of VAT)**

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Action/Comments Agreed:

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

23.107 Revenue and Capital Receipts Report

Schedule of receipts during June 2023 for information:

- Revenue Account
 - Cash/cheques: £33.60
 - BACS deposits: £544.44
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £578.04 (inclusive of VAT)**

Action/Comments Agreed:

Report received and accepted as *per* Appendix 2.

23.108 Consideration of Planning Applications

None notified.

23.109 Reports from meetings/events hosted by outside organisations

Councillor T Sands reported on the first meeting of Medway Council Rural Liaison Committee 27th June 2023:

- Cllr Sands re-elected as Chairman;
- The Lower Thames Crossing was discussed but both Medway Council and Gravesham Borough Council need more information;
- The Rural Liaison Fund of £40,000 will be divided equally between all parishes;
- Grain PC will receive £3,600 for 2023/24 although no timescale for that payment was stated.

Councillor T Sands reported on the KALC Meeting on 19th July 2023 at which new officers were appointed and a general discussion followed.

Action/Comments Agreed:

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

23.110 General Correspondence

The following correspondence was received:

27/07/23 BSR Energy expressing an interest in siting a battery energy storage system on land at Whitehouse Farm

Action: Contact BSR Energy to express interest in this proposal.

27/06/23 Email from a resident complaining of loud bangs/thuds from an industrial source.

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Action: Contact complainant stating that no source could be identified locally although it could emanate from Sheerness.

29/07/23

Email from a resident enquiring about the installation of a footpath or cycle path to run along the A228 Grain Road to facilitate access for disabled residents using a mobility vehicle.

Action: Express sympathy with the difficulties faced by disabled residents but stating that the Parish Council is not a highways authority and that the request will be passed to Medway Council highways and copied to Ward Councillor Chris Spalding.

31/07/23

Email from a resident expressing interest in purchase land at the rear of the Pavilion.

Action: Review after the storage of Fete equipment has been resolved.

01/08/23

Email from PC David Brett confirming his attendance at the PC meeting on 26th September 2023.

20/07/23

Emails from two residents regarding anti-social behaviour on the playing field following the moving of the bollards in Green Lane to allow access for the fun fair vehicles.

Action: Review access onto the playing field before 2024 Fete.

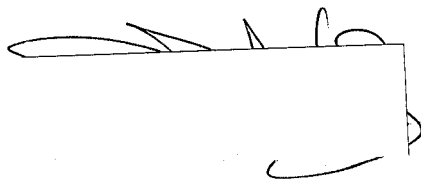
28/07/23

Letter from a resident complaining that the Village Hall fees are too high and stating that people are travelling to other villages to hold events.

Action: Carry out a review of charges for other local venues and agenda for a future PC meeting.

21:06 *There being no further business, the meeting was closed.*

Signed:



Date: 26/9/2023

APPENDIX 2

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6672
~ Garages	£33.60
~ Village Hall Lettings	£0.00
~ Wayleaves	£0.00
~ Other	£0.00
TOTAL: £33.60	

BACS Deposits	Bank Statement 007/2023
~ Garages	£519.44
~ Village Hall Lettings	£0.00
~ VAT Repayments	£0.00
~ Other	£25.00
TOTAL: £544.44	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6672
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 007/2023
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR JUNE 2023: £578.04

