

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

1st SEPTEMBER 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 Ms H von der Holle
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 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

- None

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

23.111 Co-option of Parish Councillor

Members reviewed the following documents

- Letter to candidate dated 14th August 2023 setting out co-option procedure (agreed 22/06/2021);
- Sample Ballot Paper;
- Application for Parish Council Vacancy from:
 - Ms Jane Sharp dated 04/07/23

Action/Comments Agreed:

Following the pre-meeting interview with the candidate, members held a ballot and Ms Jane Sharp was co-opted onto the Parish Council with immediate effect. The decision was unanimous.

23.112 Pavilion Garage Replacement/Refurbishment

Members discussed the following documents:

- Notes from site meeting on 2nd August 2023;
- Email exchange between GPC and Thomas Stubbs (Medway Council Senior Planner) dated 17th August 2023 regarding planning permission for the siting of a storage container.

Action/Comments Agreed:

It was proposed by Councillor Mrs Hardingham, seconded by Councillor Ms von der Holle, and agreed that, in principle, members approved the proposal that the Fete Committee site an 8' x 20' container in the Pavilion compound using the existing hardstanding after the removal of the garage, provided that:

- The Fete Committee meets the cost of the container and any subsequent maintenance;
- The Fete Committee meets all costs associated with the siting of the storage container, including any alterations to existing fencing etc, if required;
- The Fete Committee meets the cost of removal of the existing concrete garage and clearance of the site;
- The Fete Committee applies for, and meets the cost of, any planning permission required – **OR** provides proof that planning permission is not required.

23.113 Review of Zurich Municipal Select for Local Councils Policy Schedule

Members discussed the email dated 8th August 2023 from Robert Brown of Zurich Insurance enclosing the following documents for Policy Number YLL-272011-4593:

- To Whom It May Concern Policy Certificate;
- Select for Local Councils Policy Schedule.

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Action/Comments Agreed:

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

- Renew the Policy for Year 4 at a cost of £5,571.01;
- Seek an alternative quote for renewal in September 2024 as the 5-year Long-Term Agreement with Zurich Municipal will come to an end in September 2025.

23.114 Authorisation of Payments of Accounts

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

- Revenue Account: £10,055.88
- Capital Account: Nil
- **TOTAL PAYMENTS: £10,055.88 (inclusive of VAT)**

Action/Comments Agreed:

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

23.115 Consideration of Planning Applications

The following application was examined, discussed, and comments thereupon agreed:

MC/23/1368

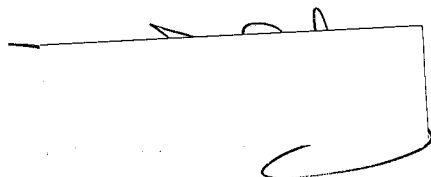
BP Oil UK Kent Terminal Store, Grain Road

- *Installation of ground mounted photovoltaic panels – solar array.*

Comment/s agreed: Members had no comments.

19:35 There being no further business, the meeting was closed.

Signed:



Date: 26/9/2023

APPENDIX

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LIST OF PAYMENTS AGREED/APPROVED - AUGUST 2023

Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account					
BACS	<i>Salaries & Expenses - see below</i>				Salaries
BACS	<i>Salaries & Expenses - see below</i>				Salaries
BACS	<i>Salaries & Expenses - see below</i>				Salaries
BACS	Trade Gear Ltd	79.95	15.99	95.94	General M&R
123048	Mrs Tracy Upton	150.00	0.00	150.00	Refunds & PRS
123049	Zurich Municipal	5,571.01	0.00	5,571.01	Insurance
	<i>Salaries & Expenses</i>	2,912.75	8.58	2,921.33	Salaries
	Total - Cheques/BACS	8,713.71	24.57	8,738.28	
Revenue Account - Direct Debits					
31/07/2023	Veolia ES (UK) Ltd	285.69	57.14	342.83	V/Hall M&R
01/08/2023	Bluerag Networks Ltd	20.00	4.00	24.00	Administration
23/07/2023	EE Broadband	48.48	0.00	48.48	Telephone
04/08/2023	SS Gas Ltd	164.33	8.21	172.54	Gas
03/08/2023	Southern Electric	695.01	34.74	729.75	Split
	Total - Direct Debits	1,213.51	104.09	1,317.60	
	TOTAL REVENUE PAYMENTS	9,927.22	128.66	10,055.88	
Capital Account					
				0.00	Capital
				0.00	Capital
	TOTAL CAPITAL PAYMENTS	0.00	0.00	0.00	
TOTAL PAYMENTS FOR AUGUST 2023		9,927.22	128.66	10,055.88	