

# ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

## M I N U T E S

17<sup>th</sup> OCTOBER 2023

PARISH COUNCIL MEETING HELD  
IN THE VILLAGE HALL AT 19:13

**Present:**

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

**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 D Warrington - On holiday  
Councillor Ms J Sharp Work commitments

*(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 it required an urgent response:

### 23.133 Letter of Complaint

The contents of a letter of complaint dated 12<sup>th</sup> October 2023 was reported to members.

#### **Action/Comments Agreed:**

- The Clerk will draft a reply to be approved at the PC meeting scheduled for 24<sup>th</sup> October 2023;
- Agenda discussion as a private and confidential item.

## ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

### 23.133 Update on Pavilion Refurbishment

Members received a verbal report from the Chairman and Parish Clerk on their meeting with Ms Samantha Fenn (National Grid CAP 25 Project) and Ms Monique Tiesma (EVT Grain) on Monday, 16<sup>th</sup> October 2023 as follows:

- Ms Fenn reported on a design of the refurbishment which would cost £40,742 (including VAT);
- Ms Fenn said that she had yet to approach the two potential funders for the project but hoped that their approval would be forthcoming by the end of month;
- Ms Fenn stated that if the project was approved, the work would probably be completed by Christmas 2023, although this would not meet the football club's deadline;
- Councillor Blakeley presented a sketch of the proposals (as described by Ms Fenn) for members' information.

#### **Action/Comments Agreed:**

Agenda for PC meeting scheduled for 31<sup>st</sup> October.

### 23.134 Pavilion Refurbishment – Decisions under delegated powers

Following the verbal report from the Chairman and Parish Clerk on Agenda Item 23.133 above, members discussed the provision of delegated powers to two or more members (and the Parish Clerk) regarding the proposed Pavilion Refurbishment.

#### **Action/Comments Agreed:**

It was proposed by Councillor Ogunfemi, seconded by Councillor Jones, and agreed, that Councillors Blakeley and Ms von der Holle and the Parish Clerk are delegated (jointly) to take decisions on behalf of the Parish Council to avoid unnecessary delays in the Pavilion refurbishment project.

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

Signed:



Date:

7/11/2023

Parish Council Meeting

23/118

17<sup>th</sup> October 2023