

# ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

## MINUTES

24<sup>th</sup> OCTOBER 2023

PARISH COUNCIL MEETING HELD  
IN THE VILLAGE HALL AT 19:03

**Present:**

Councillor P Blakeley (Chairman)  
Councillor Mrs C Hardingham  
Councillor A G Jones  
Councillor Mrs G Sands  
Councillor T 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 - 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 at the request of Councillor Warrington:

### 23.135 Request to rent Parish Council land

Councillor Warrington reported that he had been approached by a resident wishing to rent land on which to relocate his small holding as he had been given notice to quit from his present premises.

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

- Councillor Warrington to ask the enquirer to submit details of his requirements in writing;
- Agenda for PC meeting scheduled for 31<sup>st</sup> October.

## ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

### 23.135 Approval of Protocol for pre-meeting sessions for electors and/or other authority councillors

Members discussed the following documents:

- Extract from Minutes (unsigned) of the General Purposes Committee Meeting held on 17<sup>th</sup> October 2023;
- Draft protocol Version 1 dated 17<sup>th</sup> October 2023;
- Draft protocol Version 2 dated 24<sup>th</sup> October 2023

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

It was proposed by Councillor Warrington, seconded by Councillor Jones, and agreed, to adopt Draft Protocol Version 2 dated 24<sup>th</sup> October 2023 with minor amendment, as *per* Appendix.

### 19:30 Exclusion of the Press and Public

***The Parish Council resolved that under Section 100A(4) of the Local Government Act 1972, the Press and Public be excluded from the meeting for the consideration of the following items on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 in Part 1 of Schedule 12A of the Act.***

### 23.136 Response to letter of complaint dated 12<sup>th</sup> October 2023

There was a confidential discussion of a letter of dated 12<sup>th</sup> October 2023.

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

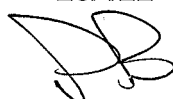
A reply was approved on proposition by Councillor Ms von der Holle, seconded by Councillor Warrington, and agreed.

### 19:40 The Meeting was re-opened to the press and public

### 23.137 Medway Council Local Plan: Regulation 18 Consultation

Members discussed the following documents:

- Email dated 12<sup>th</sup> September 2023 from Ward Councillor Chris Spalding providing a link to the above document (emailed to members on 20/10/23);



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- Email dated 18<sup>th</sup> September 2023 from Ward Councillor Chris Spalding forwarding Medway Council's email of the same date;
- Medway Council's Press Release dated 18<sup>th</sup> September 2023 extracted from MC website.

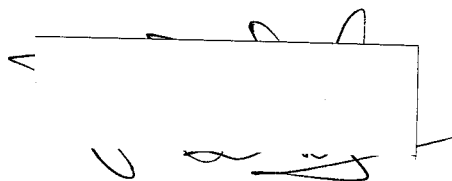
**Action/Comments Agreed:**

It was agreed on proposition by Councillor Ms von der Holle, seconded by Councillor Warrington, to comment that:

- Members are not able to comment at this stage as the Local Plan documentation in its present format is not fit for purpose;
- In particular, the detail on maps is unclear whether viewed online or in a hard copy;
- As maps viewed online cannot be enlarged, any proposed development areas within this parish cannot be clearly identified and thus no comments can be offered at this time.

**19:55** *There being no further business, the meeting was closed.*

Signed:



Date:

7/11/2023

## APPENDIX

### ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

#### Protocol for Pre-meeting Sessions for Electors and/or other Authority Councillors

Chairman will greet **MEMBERS OF THE PUBLIC** and ask if they wish to make representations about any item on the agenda:

- If the reply is **NO** -
  - Ask them to take seat and remind them that there is no public participation in Parish Council meetings.
- If the reply is **YES** -
  - Ask them to state their name and on which item they wish to speak;
  - Inform them that they can speak for 3 minutes and must direct their comments to the Chairman;
  - At the end of their 3 minutes, remind them that there is no further public participation in the meeting.
- All attendees:
  - Ask them if they wish to report the proceedings (film, photograph, make an audio recording);
  - Inform them that they may not provide an oral report or oral commentary about a meeting as it takes place without permission.

***The above is in accordance with the Council's Standing Orders (Adopted 3<sup>rd</sup> November 2020) - Section 3 (Items 3e to 3m)***

Chairman will greet any **OTHER AUTHORITY COUNCILLOR/S** and ask if they wish to make representations about any item on the agenda or to report on any item which is of relevance to St James' Isle of Grain Parish:

- If the reply is **NO** –
  - Ask them to take seat and remind them that they are not permitted to participate in discussions once the meeting has commenced.
- If the reply is **YES** –
  - Ask them to stipulate on which agenda item they wish to speak;
  - If the item is not on the agenda, ask them to clarify how the item/s is of relevance to this Parish;
  - Inform them that they have 5 minutes to speak (this may be extended at the discretion of the Chairman).

***This has been prepared in accordance with the advice from Clive Powell,  
Adviser for KALC dated 5<sup>th</sup> October 2023.***