

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

MINUTES

4th JUNE 2024

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:04

Present:

Councillor P Blakeley (Chairman)
Councillor Mrs C Hardingham
Councillor A G Jones
Councillor Mrs G Sands
Councillor T Sands (Vice Chairman)
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 Ms J Sharp - Work commitment
Councillor D Warrington - On holiday

(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

24.58 Minutes

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

- Finance Committee: - 16th April 2024
 - Proposer: Councillor T Sands
 - Seconder: Councillor Blakeley
- GP Committee – 16th April 2024
 - Proposer: Councillor T Sands
 - Seconder: Councillor Blakeley
- Parish Council – 30th April 2024
 - Proposer: Councillor Mrs Hardingham
 - Seconder: Councillor Ms von der Holle
- Annual Parish Council – 28th May 2024
 - Proposer: Councillor Mrs Hardingham
 - Seconder: Councillor Jones

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

24.59 Provision of Allotments

Members discussed the following documents:

- Email dated 1st May 2024 from a resident, supplying names of those interested in renting allotments;
- Email dated 2nd May 2024 from the same resident supplying further names;
- Allotments Law: A Summary – An extract from Clerks & Councils Direct website.

Action/Comments Agreed:

The following actions were agreed on proposition by Councillor Mrs. Hardingham and seconded by Councillor Ms von der Holle:

- Inform the resident that as the Parish Council needs to assess the demand for allotments, all those interested must apply individually and in writing (not by email);
- Investigate the following:
 - The legal requirements for providing and maintaining allotments;
 - The availability of a suitable site;
 - The costs involved in establishing allotments;
- Review in the autumn so that, if appropriate, the costs can be included in the 2025/26 budget.

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24.60 Update on Pavilion Refurbishment

Members reviewed the following:

- Email dated 30th May 2024 from Samantha Fenn, Organisation Management Specialist and Wellbeing Champion for Capacity 25 Project giving an update on the progress of the refurbishment of the Pavilion.

Action/Comments Agreed:

Contents noted.

24.61 Pavilion Mutrator Pump Cabling

Members discussed the following:

- Email dated 17th May 2024 from B N Pumps Ltd reporting on the condition of the underground cabling to the Mutrator pump pit;
- Email dated 3rd June 2024 from B N Pumps Ltd enclosing the following Sales Estimates dated 1st June 2024:
 - Above ground cabling - £4,930.00 plus VAT
 - Below ground cabling - £8,540.00 plus VAT
- These costs are in addition to the £2,390 (plus VAT) for the replacement Mutrator pump which was accepted at the PC meeting on 26th March 2024.

Action/Comments Agreed:

It was proposed by Councillor Mrs Hardingham, seconded by Councillor Blakeley, and agreed to accept both estimates for cabling replacement.

24.62 Support for wHoo Cares Shared Prosperity Fund Application

Members reviewed the following document:

- Email dated 20th May 2024 from Michelle Trumper, Community Development Officer for wHoo Cares seeking support for an application to the Shared Prosperity Fund.

Action/Comments Agreed:

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

- Write a letter supporting wHoo Cares application for funding to the Shared Prosperity Fund;
- Suggest installing an interpretation board near the Beach Car Park at the end of High Street.

24.63 SSE Thermal Community Investment Package

Members reviewed the following document:

- Email dated 23rd May 2024 from Jayne Collings, Stakeholder Engagement Manager for SSE Thermal seeking participation in the development of a new Community Investment Fund.

Action/Comments Agreed:

Councillor Jones will attend the event and report to the June PC meeting.

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24.64 Transport for the South East – Your Voices Survey

- Email dated 9th May 2024 from Jamie McSorley, Engagement Manager for TfSE enclosing a Press Release introducing the 'Your Voices' survey

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor T Sands, and agreed to ask for more information as the deadline for completion of the survey had passed.

24.65 Satswana Spring Council Update 2024

Members reviewed the following:

- Email dated 30th April 2024 from Satswana enclosing the Spring Council Update 2024 highlighting news on issues relating to Data Protection security and legislation.

Action/Comments Agreed:

Contents noted.

24.66 Authorisation of Payments of Accounts

Schedule of cheques, BACS and Direct Debit payments for May 2024 for approval:

- Revenue Account: £9,017.20
- Capital Account: Nil
- **TOTAL PAYMENTS: £9,017.20 (inclusive of VAT)**

Action/Comments Agreed:

It was proposed by Councillor Blakeley, seconded by Councillor Ms von der Holle, and agreed, that the schedule of payments, as per Appendix 1, was approved.

24.67 Revenue and Capital Receipts Report

Schedule of receipts during April/May 2024 for information:

- Revenue Account
 - Cash/cheques: £487.07
 - BACS deposits: £69,162.34
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £69,649.41 (inclusive of VAT)**

Action/Comments Agreed:

Report received and accepted as per Appendix 2.

24.68 Consideration of Planning Applications

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

MC/24/0893

Grain Power Station

- Request for scoping opinion to enable Unipers Grain B Power Station to be fitted

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with post combustion carbon capture technology and associated works.

Comment/s agreed: As this is a request for a scoping opinion, members had no comments.

MC/24/0957

The Hogarth Inn

- *Change of use and conversion of existing outbuilding to four accommodation units for temporary workers.*

Comment/s agreed: It was proposed by Councillor Blakeley, seconded by Councillor Mrs Hardingham, and agreed, to support this application.

24.69 Reports from meetings/events hosted by outside organisations
Councillor T Sands gave a verbal report on the KALC meeting held on 15th May 2024 and highlighted that High Halstow had received a grant from Medway Council for repairs to the play park.

Action/Comments Agreed:

Contact the Parish Clerk at High Halstow to ask for details of the grant they received from Medway Council.

24.70 General Correspondence

The following correspondence was received:

14/05/24	Letter from the Fete Committee thanking the Parish Council for the recent donation.
29/05/24	Email from Kelly Tolhurst stating that as parliament has been dissolved, she is unable to progress Case Ref: KT34078 until after the General Election on 4 th July 2024 assuming that she will be re-elected.

20:36 *There being no further business, the meeting was closed.*

Signed:



Date:

28/6/2024

APPENDIX 1

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LIST OF PAYMENTS AGREED/APPROVED - MAY 2024

Cheque Number	Supplier/Payee	Amount £	VAT £	Total £	Expenditure Category
Revenue Account					
BACS	Salaries & Expenses - see below				Salaries
BACS	Salaries & Expenses - see below				Salaries
BACS	Salaries & Expenses - see below				Salaries
BACS	HM Revenue & Customs	200.00	0.00	200.00	Administration
123114	Mrs M Pearn	45.76	0.00	45.76	Administration
123115	Mrs S Malone (Grain Vets FC)	50.00	0.00	50.00	Miscellaneous
123116	Royal Mail Group Ltd	353.50	70.70	424.20	Administration
123117	Blakes Security Systems Ltd	16.95	3.39	20.34	General M&R
123118	Boyds Electrical Ltd	180.00	36.00	216.00	Pavilion M&R
123119	Cancelled				
123120	Kent Fire Extinguisher Services Ltd	178.66	35.73	214.39	V/H M&R
123121	Kent Wildlife Trust	99.00	19.80	118.80	Subscriptions
123122	Lower Medway Internal Drainage Bd	33.87	0.00	33.87	Water
123123	Managed Technology Corp Ltd	39.97	7.99	47.96	Stationery/Equip
123124	Satswana Limited	150.00	30.00	180.00	Administration
123125	Viking Direct	177.42	35.48	212.90	Stationery/Equip
123126	Vision ICT Ltd	160.00	32.00	192.00	Administration
	Salaries & Expenses	2,704.34	4.32	2,708.66	Salaries
	Total - Cheques/BACS	4,389.47	275.41	4,664.88	
Revenue Account - Direct Debits					
30/04/2024	Veolia ES (UK) Ltd	305.67	61.13	366.80	V/Hall M&R
01/05/2024	Blueraq Networks Ltd	20.00	4.00	24.00	Administration
02/05/2024	Business Stream	81.02	0.00	81.02	V/H Water
02/05/2024	Business Stream	21.25	0.00	21.25	Water
07/05/2024	EE Broadband	52.84	0.00	52.84	Telephone
02/05/2024	SS Gas Ltd	1,459.02	291.80	1,750.82	Gas
26/04/2024	Southern Electric	1,957.71	97.88	2,055.59	Split
	Total - Direct Debits	3,897.51	454.81	4,352.32	
TOTAL REVENUE PAYMENTS		8,286.98	730.22	9,017.20	
Capital Account					
TOTAL CAPITAL PAYMENTS		0.00	0.00	0.00	
TOTAL PAYMENTS FOR MAY 2024		8,286.98	730.22	9,017.20	

APPENDIX 2

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REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6716 to 6722
~ Garages	£434.92
~ Village Hall Lettings	£51.00
~ Wayleaves	£1.15
~ Other	£0.00
TOTAL: £487.07	

BACS Deposits	Bank Statement 005/2024
~ Garages	£435.62
~ Village Hall Lettings	£4,085.72
~ Dalcour Maclaren Survey	£1,050.00
~ Precept	£63,591.00
TOTAL: £69,162.34	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6716 to 6722
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 004/2024
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR APRIL/MAY 2024: £69,649.41