

# ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

## MINUTES

3<sup>rd</sup> SEPTEMBER 2024

PARISH COUNCIL MEETING HELD  
IN THE VILLAGE HALL AT 19:00

**Present:**

Councillor P Blakeley (Chairman)  
Councillor A G Jones  
Councillor H Ogunfemi  
Councillor Mrs G Sands  
Councillor T Sands (Vice Chairman)  
Councillor Ms J Sharp  
Councillor D Warrington

**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 Mrs C Hardingham - Unwell  
Councillor Ms H von der Holle - Work 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

- The following two items were discussed as a matter of urgency:

### 24.101 St James' Playing Field

Councillor Blakeley reported on the site meeting he had attended yesterday with members of the Grain Vets Football Club and the volunteers who help maintain the playing field. The meeting was to inspect the field and discuss possible ways of improving its condition. A follow up email from Grain Vets FC dated 3<sup>rd</sup> September 2024 was also discussed.

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

The following actions were agreed on proposition by Councillor Ogunfemi, and seconded by Councillor Ms Sharp:

- Councillor Warrington will seek the help of local volunteers to flood the affected parts of the field and then use a roller to flatten out the visible ruts;
- Offer the use of Seaview Meadow as an alternative pitch until such time as the playing field is usable;
- Discuss with Fete Committee a possible alternative route for the fun fair vehicles (avoiding the football pitch) or, alternatively, a programme of renovation for the field immediately following Fete Day.

### 19:31 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.*

### 24.102 Update on BESS Proposal – Whitehouse Farm

There was a confidential discussion of a potential contract.

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

Actions were agreed on proposition by Councillor Ogunfemi, and seconded by Councillor Warrington.

### 19:47 The Meeting was re-opened to the press and public

### 24.103 Comments on new Medway Council Local Plan – Regulation 18

Members submitted their comments following circulation of the above document and letter dated 26<sup>th</sup> July 2024 from Medway Council asking for comments by 8<sup>th</sup> September 2024.

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

It was proposed by Councillor T Sands, seconded by Councillor Blakeley, and agreed, that the Clerk will amalgamate members' comments to formulate a response to the online consultation by the deadline of 8<sup>th</sup> September 2024.

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## 24.104 Appointment of Committee Members & Representatives

Members reviewed the following documents:

- Email dated 22<sup>nd</sup> August 2024 from Jayne Collings of SSE Thermal requesting the nomination of a Parish Councillor to join the panel for the SSE Thermal Community Investment Package and Fund;
- Revised copy of Committees & Representatives for 2024/25 following the withdrawal of Councillor Warrington from the Finance and General Purposes Committees.

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

The following appointments were agreed (as *per* Appendix 1) on proposition by Councillor Ms Sharp and seconded by Councillor Mrs Sands:

- Councillor T Sands appointed to SSE Thermal Community Investment Package and Fund Panel (with Councillor Blakeley as substitute);
- Councillor Warrington re-appointed to Finance Committee;
- Councillor Jones appointed to General Purposes Committee

## 24.105 Review of Zurich Municipal Select for Local Councils Policy Schedule

- Renewal Quote dated 15<sup>th</sup> August 2024 from Paul Moore of Zurich Insurance for £5,874.98 for Policy Number YLL-272011-4593 (Year 5 of Long-Term Agreement);
- To Whom It May Concern Policy Certificate;
- Select for Local Councils Policy Schedule

### **For Information**

*The Parish Council entered into a 5-year Long-Term Agreement (LTA) on 12<sup>th</sup> September 2020:*

- Year 1 (2020/21) - £4,832.59
- Year 2 (2021/22)- £4,860.76
- Year 3 (2022/23) - £5,103.85
- Year 4 (2023/24) - £5,571.01

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

It was proposed by Councillor Warrington, seconded by Councillor Ogunfemi, and agreed:

- Accept Renewal Quotation from Zurich Municipal in the sum of £5,874.98;
- Seek alternative quotes for insurance renewal in September 2025.

## 24.106 Authorisation of Payments of Accounts

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

- Revenue Account: £11,303.52
- Capital Account: Nil
- **TOTAL PAYMENTS: £11,303.52 (inclusive of VAT)**

# ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

**Action/Comments Agreed:**

It was proposed by Councillor Blakeley, seconded by Councillor Warrington, and agreed, that the schedule of payments, as *per* Appendix 2, was approved.

**24.107 Revenue and Capital Receipts Report**

*Schedule of receipts during July 2024 for information:*

- Revenue Account
  - Cash/cheques: £306.80
  - BACS deposits: £1,164.92
- Capital Account
  - Cash/cheques banked: Nil
  - BACS credits: Nil
- **TOTAL RECEIPTS: £1,471.72 (inclusive of VAT)**

**Action/Comments Agreed:**

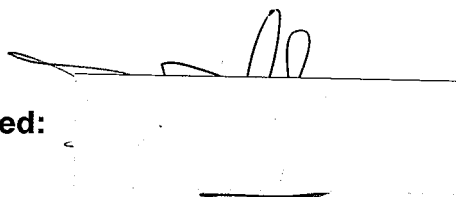
It was proposed by Councillor Warrington, seconded by Councillor Mrs G Sands, and agreed, that the schedule of payments, as *per* Appendix 3, was approved.

**24.108 Consideration of Planning Applications**

None notified.

**20:12** *There being no further business, the meeting was closed.*

Signed:



Date:

1/10/2024.

# APPENDIX 1

## ST. JAMES, ISLE OF GRAIN, PARISH COUNCIL COMMITTEES & REPRESENTATIVES 2024/2025

<b>Chairman:</b>	Cllr P Blakeley
<b>Vice Chairman:</b>	Cllr T Sands
<b>Finance Committee:</b>	Cllr P Blakeley Cllr Mrs C Hardingham Cllr Mrs G A Sands Cllr T Sands Cllr Ms J Sharp Cllr D Warrington
<b>General Purposes Committee:</b>	Cllr P Blakeley Cllr A Jones Cllr H Ogunfemi Cllr Mrs G Sands Cllr T Sands Cllr Ms von der Holle
<b>KALC Medway Committee:</b>	Cllr Mrs G Sands Cllr T Sands (Substitute: Cllr D Warrington)
<b>Medway Council's Local Access Forum:</b>	Cllr Mrs G Sands Cllr D Warrington (Substitute: Cllr P Blakeley)
<b>Medway Council's Rural Liaison Committee:</b>	Cllr T Sands (Substitute: Cllr D Warrington)
<b>Medway Council's Urban Parks &amp; Green Spaces Forum:</b>	Cllr Ms H von der Holle (Substitute: Cllr Mrs C Hardingham)
<b>Friends of Grain Coastal Park</b>	Cllr T Sands (Substitute: Cllr Mrs G Sands)
<b>Police Liaison:</b>	Cllr A Jones (Substitute: Cllr Warrington)
<b>Youth Liaison</b>	Cllr H Ogunfemi Cllr Mrs G Sands
<b>SSE Thermal Community Fund</b>	Cllr T Sands (Substitute: Cllr Blakeley)
It is the responsibility of each representative to inform their substitute and the Clerk of any inability to attend a meeting. The Clerk will inform Medway Council or other body of any substitution.	



## APPENDIX 3

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

### REVENUE & CAPITAL RECEIPTS REPORT

#### REVENUE ACCOUNT

Cash/Cheques	Receipt No 6728 to 6733
~ Garages	£33.60
~ Village Hall Lettings	£273.20
~ Wayleaves	£0.00
~ Other	£0.00
TOTAL: £306.80	

BACS Deposits	Bank Statement 008/2024
~ Garages	£393.92
~ Village Hall Lettings	£771.00
~ Other	£0.00
~ Other	£0.00
TOTAL: £1,164.92	

#### CAPITAL ACCOUNT

Cash/cheques	Receipt No 6728 to 6733
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 007/2024
~ Other	£0.00
TOTAL: £0.00	

**TOTAL RECEIPTS FOR JULY 2024: £1,471.72**