

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

5th NOVEMBER 2024

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:14

Present:

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

- None

24.126 Minutes

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

- Parish Council – 1st October 2024 (including Confidential Notes)
 - Proposer: Councillor Jones
 - Seconder: Councillor Ms von der Holle
- Parish Council – 22nd October 2024 (including Confidential Notes)
 - Proposer: Councillor Jones
 - Seconder: Councillor Warrington

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

24.127 Village Hall Roofing – Updated quotations

Members reviewed the following quotations dated 17th October 2024 from Jaben Roofing:

- Flat Roofing Works (GP Surgery) - £4,200 (£3,850 in April 2023);
- Contingency for above - £1,300 (to replace any defective boarding);
- Flat Roofing and Barrel Roof - £9,995 (£8,890 in April 2023);
- Scaffolding costs - £700 (as per email dated 22/10/24)

TOTAL COST: £14,895 (plus VAT and £1,300 contingency)

Action/Comments Agreed:

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

- Accept the undated quotations from Jaben Roofing;
- Investigate the cost of installing 'pigeon spikes' as a deterrent as non-drying paint cannot be applied to the roof as it would damage the felt.

24.128 Update on Pavilion Refurbishment

Members reviewed the report dated 31st October 2024 giving brief details of the actions and/or events during October 2024 relating to the Pavilion refurbishment.

Action/Comments Agreed:

The Clerk confirmed that members had been invited to an 'Opening' event (hosted by Samantha Fenn and the Cap 25 Project Team) on Tuesday, 12th November 2024 at 17:30.

24.129 Replacement of Stihl Brushcutter

Members discussed the email dated 21st October 2024 from Darren Hollington of Tuckwells enclosing the following quotation:

- Stihl FS131 Petrol Bike Handle Strimmer/Brushcutter for £720.00 (including VAT)

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Action/Comments Agreed:

Following the Tuckwell's report that the existing brushcutter was beyond repair, it was proposed by Councillor Blakeley, seconded by Councillor Ms Sharp, and agreed, to accept the quotation for a new Stihl brushcutter for £720 (including VAT).

24.130 Appointment to Peninsula 'Collective/Leaders' Group

Members had a brief discussion of:

- Email dated 1st October 2024 from Linda Atkinson, Clerk and RFO for St Mary Hoo PC suggesting that all local parish councils meet for an informal discussion;
- Email dated 10th October 2024 from Linda confirming the attendees at an informal meeting on Monday, 7th October 2024;

Action/Comments Agreed:

It was agreed on proposition by Councillor Ms Sharp, seconded by Councillor Mrs Hardingham, and agreed, that:

- Councillors Blakeley and T Sands be appointed to represent the Parish Council on the Peninsula 'Collective/Leaders' Group;
- Issue updated Committee & Representatives Schedule 2024/25 to reflect this change.

24.131 Land Access Issues

Members discussed the following documents:

- Email dated 27th October 2024 from a resident reporting the damage to the playing field caused by quad bikes;
- Email exchange between Councillor Chris Spalding and James Sutton of Nirvana between 16th September and 27th October 2024 regarding access to the fort tunnels (copied to the Parish Council).

Action/Comments Agreed:

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

- Contact BritNed and ask for a gate to be placed at the top of Port Victoria Road (adjacent to Smithfield Road) to deter the anti-social behaviour of motorcyclists and other motorised vehicles;
- Contact consultant who advises the Slough Fort Preservation Trust for guidance with securing the tunnels at Grain Fort;
- Councillor Warrington to provide the details of the Medway Council department that deals with unauthorised access issues.

24.132 Proposed Grain Coastal Park Improvements

Members discussed the following emails from Stacey McGregor, PROW and Access Officer for Medway Council:

- 14/10/24 – Improvements to Beach Car Park;
- 23/10/24 – Community Hub including toilet block and refreshment unit;
- 01/11/24 – Second path from car park to picnic area.

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Action/Comments Agreed:

It was proposed by Councillor T Sands, seconded by Councillor Warrington, and agreed, that:

- Members agreed in principle to the improvements but needed more details of the proposals;
- Request a site meeting with Ms McGregor which Councillors Blakeley and Mrs G Sands would attend.

20:01 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.

24.133 Update on BESS Proposal – Whitehouse Farm

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for PC meeting scheduled for 26th November 2024.

24.134 Update Shared Access Upgrade Works – Pavilion Car Park

There was a confidential discussion of a potential contract.

Action/Comments Agreed:

Agenda for PC meeting scheduled for 26th November 2024

20:14 The Meeting was re-opened to the press and public

24.135 Authorisation of Payments of Accounts

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

- Revenue Account: £9,371.19
- Capital Account: Nil
- **TOTAL PAYMENTS: £9,371.19 (inclusive of VAT)**

Action/Comments Agreed:

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

24.136 Revenue and Capital Receipts Report

Schedule of receipts during September 2024 for information:

- Revenue Account
 - Cash/cheques: £125.40
 - BACS deposits: £28,727.13
- Capital Account
 - Cash/cheques banked: Nil
 - BACS credits: Nil
- **TOTAL RECEIPTS: £28,852.53 (inclusive of VAT)**

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Action/Comments Agreed:

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

24.137 Review of Bank Account Signatories

Members discussed the following documents:

- Extract from Minutes of PC meeting held on 6th June 2023;
- List of Bank Account Signatories as at 11th February 2020;
- List of Proposed Bank Account Signatories as at 6th June 2023;
- Santander 'Customer Identification Documents' to be submitted with 'Change of Details Form'.

Action/Comments Agreed:

The following changes were agreed on proposition by Councillor Blakeley and seconded by Councillor Warrington:

- Additions:
 - Councillor Mrs C Hardingham
 - Councillor Mrs G Sands
 - Councillor Ms J Sharp
- Removals:
 - Councillor Mrs V Cordier (office term ended 09/05/23)
 - Councillor J Driscoll (resigned 21/02/20)
- Parish Clerk to seek clarification from Santander as to the format of the identification documents required for the additional signatories.

24.138 Consideration of Planning Applications

None notified.

24.139 Reports from meetings/events hosted by outside organisations

Councillor T Sands will attend the following meetings:

- Rural Liaison – 13th November 2024
- SSE Panel – 19th November 2024
- KALC AGM – 30th November 2024 (with Councillor Mrs G Sands)

Action/Comments Agreed:

The minutes of the meeting/s (if applicable) will be copied/forwarded to all members when they become available.

24.140 General Correspondence

The following correspondence was received:

10/09/24 Email from a resident requesting permission to use a metal detector on Parish Council land.

Actions/Comments Agreed:

It was agreed on proposition by Councillor Warrington and seconded by Councillor Ms von der Holle that permission be denied as it was felt inappropriate to sanction this activity on public open space.

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02/10/24 Email from a non-resident raising further concerns about Parish Council procedures.

Actions/Comments Agreed:

It was agreed on proposition by Councillor Blakeley and seconded by Councillor Ms J Sharp that members had no further comment.

22/10/24 Email from Keep Britain Tidy detailing the November campaign.

Actions/Comments Agreed:

Members had no comment.

22/10/24 Email from a resident reporting dangerous and anti-social behaviour from youths in the Village Hall car park.

Actions/Comments Agreed:

Urge resident to report all incidents to the police.

23/10/24 Email from a resident requesting permission to plant a tree as a memorial to young man who died in 2003.

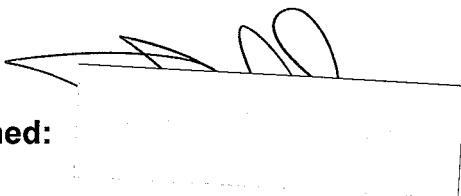
Actions/Comments Agreed:

After consulting with Friends of Grain Coastal Park, members commented that:

- Although they have objection to the planting of a tree, the care of that tree must fall to the resident (such as year-round watering);
- They also felt that there was a real likelihood that the tree would be vandalised as had occurred with other plantings within the Coastal Park;
- Alternative memorial items (benches, seats and picnic tables) had been installed within the Coastal Park.

20:42 *There being no further business, the meeting was closed.*

Signed:



Date: 26/11/2024.

APPENDIX 2

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REVENUE & CAPITAL RECEIPTS REPORT

REVENUE ACCOUNT

Cash/Cheques	Receipt No 6737 to 6740
~ Garages	£76.60
~ Village Hall Lettings	£48.80
~ Wayleaves	£0.00
~ Other	£0.00
TOTAL: £125.40	

BACS Deposits	Bank Statement 010/2024
~ Garages	£639.22
~ Village Hall Lettings	£0.00
~ Other (NeoConnect Grant)	£27,843.60
~ Other (Wayleaves)	£244.31
TOTAL: £28,727.13	

CAPITAL ACCOUNT

Cash/cheques	Receipt No 6737 to 6740
~ Other	£0.00
TOTAL: £0.00	

BACS deposits	Bank Statement 010/2024
~ Other	£0.00
TOTAL: £0.00	

TOTAL RECEIPTS FOR SEPTEMBER 2024: £28,852.53

