

**Minutes of a meeting of the
Full Council held on
Tuesday 20th October 2020 at 7:30pm
Virtual Meeting via Zoom**

Members: Cllrs A Bourke, D Bramer, M Bramer, S Buchanan (Chairman), S Gofton, G Green, P Luxford, J McTavish, J Ogden, A Rose and B Wade

In attendance: B Cllr D. Tiran, County Councillor B Sweetland and Mrs S Eggesden (Clerk)

Item 1: Apologies for Absence: - To receive and accept apologies

A.45 Apologies received from Borough Councillors E Aslam, G Harding and F Wardle, Community Warden M Cason and PCSO R Meader.

Item 2: To receive/note the receipt of Declarations of Acceptance of Office forms from co-opted councillors: -

A.46 Signed Declaration of Acceptance had been received by the Clerk from Cllrs Bourke and Green. This was noted and Cllr Buchanan welcomed them to the meeting.

Item 3: Declarations of Members' Interests: -

A.47 No declarations received

Item 4: To note the non-attendance of Cllr Steve Innes at any Parish Council meetings for 6 consecutive months and in accordance the 1972 LGS he is now disqualified. To approve that this has become a casual vacancy and the Clerk to notify Gravesham Borough Council accordingly: -

A.48 This was approved on a proposal by Cllr Buchanan and seconded by Cllr Luxford. All voted in favour.

Action: Clerk

Item 5: To approve minutes of the previous meetings: - 14.07.20, 21.07.20 and 13.10.20

A.49 14.07.20 – The minutes were approved as a true and correct record on a proposal by Cllr Luxford and seconded by Cllr D Bramer. There were 9 votes in favour and 2 abstentions.

21.07.20 - The minutes were approved as a true and correct record on a proposal by Cllr Wade and seconded by Cllr Luxford. There were 8 votes in favour and 3 abstentions.

13.10.20 - The minutes were approved as a true and correct record on a proposal by Cllr Luxford and seconded by Cllr Wade. There were 7 votes in favour and 4 abstentions.

Item 6: To consider any matters arising from the above minutes

A.50 No matter arising to report.

**Item 7: To receive reports from: -
7.1 County Councillors**

As Cllr Sweetland was not present, the meeting moved onto item 7.2

7.2 Borough Councillors

A.51 Cllr Tiran reported on:

- Only essential GBC meetings had been held during lockdown and Borough Cllrs had been dealing mainly with ward work during this period
- St George's development in Gravesend – a briefing was held on this last week and this is work in progress still
- Streetlighting issue – B. Cllrs have been campaigning for things in favour of Meopham, Vigo and Higham PC as there is a general feeling that residents should not be asked to pay again through the precept for a service that they are already paying for. This is still in discussion at GBC and the parishes are waiting for further figures from GBC on this Cllr Tiran noted MPC's concern on this matter.

Cllr Wade noted the old Police station in Gravesend was under compulsory purchase. Cllr Tiran advised that this is under discussion with council. Cllr Wade also noted the old hospital is in a dreadful state. Cllr Tiran advised that there are plans to convert this into flats but there are a lot of issues here. Cllr Ogden asked if this still belongs to the NHS. Cllr Tiran will check on this.

Cllr Buchanan asked if GBC had powers to force developers to develop sites. Cllr Tiran didn't know but would find out.

Cllr D Bramer referred to a recent circular on faster broadband which referred to particular postcodes. Did GBC know which postcodes this referred to? Cllr Tiran didn't know but would find out.

Cllr Sweetland arrived at 7.45pm

7.1 County Councillor

A.52 Cllr Sweetland reported on: -

- Covid figures in Kent following a meeting today with the Director of Public Health. Currently they are relatively low in Kent compared to the rest of the UK, with 40 cases per 100,000 in Kent
- KCC Emergency Budget due to Covid - It is going to be a tough financial challenge in the years ahead. KCC's budget for this year is 13 million adrift currently so they need to balance the budget. There is a consultation out on budget – deadline is 24.11.20. Council revenue streams are down re council tax, business rates and commercial activities. KCC's work is vast of which roads are a relatively small part. It includes covering 84 children's centres, early years centres, supporting 1600 children in care and 1700 care leavers, an increasing number of asylum seekers, working with just under 600 schools, planning and transport issues and libraries, most of which are not financially viable to re-open currently due to covid.
- Meopham Valley Vineyard Planning application - KCC Highways were invited as consultee to provide their opinion and they have objected to the application re the road. The report is available on GBC's website under the planning application reference.
- Telephone conversation with a local farmer regarding the Heron Hill site although not sure what action KCC can take here as this is a GBC planning issue.

Cllr Luxford raised concern about KCC Highways expenditure on Bluebell Hill due to the Lower Thames Crossing and this funding should come from Highways England. Cllr Sweetland advised that the money will come from other budgets including ring-fenced money from central government.

Cllr McTavish raised concern about some libraries not re-opening, especially Meopham Library. Cllr Sweetland advised that this is unlikely for Meopham as it has recently been refurbished and he would be campaigning against this if this did happen.

Cllr D Bramer advised that MPC have not heard anything further about Heron Hill site and asked if Cllr Sweetland know anything new about this site? Cllr Sweetland confirmed he didn't. Cllr Luxford advised that PROW officer had given permission to the landowner to do the resurfacing themselves. Discussion took place on the lack of traveller sites available in the Gravesham area and Cllr Tiran was asked to relay this message back to GBC regarding MPC's concern on this.

Cllr Sweetland left the meeting at 8.09pm

7.3 Community Warden

A.53

A report on scams from the Community Warden had been circulated to members prior to the meeting.

Item 8: Public Session: - questions from the public

A.54 No members of public present.

Item 9: Standing Committees and Committees: - to note the minutes and consider any recommendations:

9.1 Environment and Amenities Committee Meeting – 01.09.2020

A.55 Minutes were noted.

9.1.1 To approve the location of a memorial bench on a side green at Meopham Green

A.56 The location was approved on a proposal by Cllr D Bramer and seconded by Cllr Wade. All voted in favour.

Action: Clerk

9.2 Administration and Resources Committee Meeting – 15.10.20

A.57 Minutes were noted.

9.3 Planning and Projects Committee Meeting – 06.10.2020

A.58 Minutes were noted

9.4 Planning Applications Committee Meeting – 21.07.20, 25.08.20 and 22.09.20

A.59 Minutes were noted

9.5 Judson’s Pavilion Committee – 01.10.2020

A.60 Minutes were noted

9.6 Personnel Committee – 29.09.2020

A.61 Minutes were noted

Item 10: Financial Matters

10.1 To note Meopham Parish Council’s Income and expenditure up to the 13.10.20

A.62 Scribe Income and Expenditure reports were noted.

10.2 To approve the Schedule of payments in accordance with Financial Standing Order 5.2

- A.63** Cllr M Bramer proposed approval of the schedule of payments in appendix 1 and this was seconded by Cllr Buchanan. All voted in favour.

10.3 To approve the bank statements balance as at 13.10.20

- A.64** The bank reconciliation on scribe was approved against the bank statements on a proposal by Cllr Ogden and seconded by Cllr Rose. All voted in favour.

Bank Balance @ 13.10.20	
Lloyds Bank	£11,959.08
Unity Bank	£147,901.24
Total	£159,860.32

- Item 11: Parish Council representatives on external bodies: - To receive and note reports**

- A.65** Reports from members had been circulated prior to the meeting. It was noted that all of the village halls had received a £10K covid grant. Members also noted the amazing job that staff at Darent Valley Hospital are doing during the pandemic.

- Item 12: To approve the closure of the Parish Office between Christmas and New Year for 2020**

- A.66** The above motion was approved on a proposal by Cllr Ogden and seconded by Cllr Rose. All voted in favour.

- Item 13: Agreement relating to Parish Lighting in Meopham – to note the letter received from Gravesham Borough Council and to consider the next steps to take**

- A.67** Discussion followed regarding the council's concerns. It was agreed that the Clerk would set up a meeting with Kevin Burbidge along with representatives from Vigo and Higham PC, but to wait to have the meeting when the report from GBC had been received regarding the repairs and the final cost to the parishes.

Action: Clerk

- Item 14: Correspondence: to note the correspondence list**

- A.68** The circulated correspondence list was noted.

14.1 Meopham Review: To consider the letter received from the Treasurer at St John's the Baptist; to consider combining Meopham Review and Meopham Mercury

A.69 Following discussion, Cllr M Bramer proposed not combining the Meopham Review and the Meopham Mercury. This was seconded by Cllr Luxford. There were 10 votes in favour and 1 against.

Action: Clerk

14.2 Remembrance: to note the correspondence received and the arrangements for this years' service

A.70 There would not be public service at the memorial this year due to covid and it was noted that Cllr Buchanan would be laying the wreath at the memorial on behalf of MPC on the 11th.

The meeting closed at 8.40pm.

SignedDate.....

Appendix 1**Meopham Parish Council – Payments Approved under Item 10.2**

Our Ref	PAYEE	Description	Amount (gross)
Lloyds Bank Treasurers accounts - Debit card			
009/300720	Amazon	Padlock - Judson's car park	£11.24
012/030720	Timpsons	Extra keys, padlock for Judson's Pavilion garage	£19.95
013/180920	Zoom	Virtual meeting facility fee Sept 2020	£14.39
014/011020	NALC	Training - Cllr JM Health & Wellbeing virtual workshop	£51.71
Lloyds Bank Treasurers accounts – Direct Debits			
DD	BT	Parish Office - Phone & Internet	£263.88
Unity Trust Bank - Standing Orders/Direct Debits			
024/200920	MI Bookkeeping	Bookkeeping - Sept 20	£114.00
025/200920	Highview Trees Service	Contract - 15.08.20 to 14.09.20	£475.00
026-028/ 160920	Staff Salaries	Salaries Sept 20	£3,470.19
Unity Bank - online payments			
056/240720	CTA Fire	Judson's - Fire alarm & emergency lighting test	£300.00
057/240720	CTA Fire	Fire Risk Assessment - Judson's Pav	£540.00
058/140820	CTA Fire	Fire Equipment - Judson's Pavilion	£592.98
072/140820	Capstan	Invoice No 7 - Judson's Pavilion	£10,892.40
079/110920	Logic PM	PM - Judson's Pav - final fee	£6,000.00
082/110920	Invicta Law	Legal fees Judson's (final fee)	£2,223.96
083/110920	May Harris	Pitfield Toilets servicing & consumables - Aug 2020	£743.14
085/110920	Clearwater	Legionella Testing - Judson's Pavilion	£514.40
086/110920	A Day	Brick bus shelters refurb & perch bench	£350.00
087/160920	H. Antwiss	New toilet seat Pitfield Toilets	£65.00
088/160920	H. Antwiss	Allotment boundary fencing repair	£260.00
090/160920	HMRC	PAYE & NI - Sept 2020 (2106)	£773.51
091/160920	Kent Pension	Staff Pensions - Sept 2020	£898.95
092/240920	EDF	Parish office - electricity bill	£60.09
093/240920	Arc	Photocopier lease - 6 months	£180.00
094/021020	CPRE	Subscription - 2020-21	£36.00
095/021020	Vue IT Training	Training for NJ	£35.00
096/021020	Signs of Cheshire Ltd	50% deposit - noticeboard at Neville Parade	£342.96
097/021020	Bus Stream	Drinking Fountain Water Bill - 4 Feb 20 to 17 Sept 20	£31.90
101/201020	N Jerram	Mileage Expenses	£4.73
102/201020	J Barker	Mileage & other expenses	£76.47
103/201020	S Eggesden	Mileage & other expenses	£77.05