

Minutes of a meeting of **Full Council**
held on Tuesday **21st July 2015** at 07:30 pm
at **Nurstead Court**, Nurstead Court Lane, Meopham

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Goffton,
P Hasler, P Howard, R Knott, T Leyshon, J McTavish, J Ogden
(Vice), D Powell and B Wade

In attendance: B Sweetland (County Councillor), D Shelbrook (Borough Councillor),
S Taylor and M Cason (Community Wardens), PCSO J Hartley, 3 Members of the Public
Mrs S Eggesden (Parish Clerk)

The Chairman welcomed everyone to the meeting and made everyone aware that this meeting was being recorded.

Item 1: Apologies for absence

C.42 Apologies were received from Borough Cllrs J Burgoyne and L Boycott (Borough Council Meeting).

Item 2: Declarations of Interest

C.43 There were no declarations of interest.

On a proposal by the Chairman and seconded by Cllr Ogden the Chairman proposed a motion to suspend Standing Orders and invited the County and Borough Councillors and the Community Wardens to speak on matters of interest. Questions were also invited from the members of public. All voted in favour. A member of the public read out a statement regarding the agenda for this meeting and requested that this is noted in the minutes.

Standing Orders were then reinstated.

Item 3: To approve minutes of the previous meetings (19.05.2015 & 02.06.15)

C.44 Cllr Powell requested that C38 has the word 'against' added after '4 votes.' The minutes of the meeting held on 19.05.15 were then approved as a true and correct record on a proposal by the Chairman and seconded by Cllr M Bramer. All voted in favour. The minutes of the meeting held on 2.06.15 were approved as a true and correct record on a proposal by the Chairman and seconded by Cllr M Bramer. All voted in favour.

Item 4: To consider any matters arising from the above Minutes

C.45 Cllr Ogden asked why he had not been appointed as a Parish representative to any other bodies, as detailed on annex 2 page 8 on the ACM minutes. The Chairman advised that as he was not at the ACM, he should let the Council know if he wished to be added any of the bodies.

Action : Cllr Ogden

Item 5: To consider and make recommendations on Planning Applications

C.46 2015/03788 Monkreed Villas, Longfield Road, Longfield DA3 7AR

REVISED DESCRIPTION/REVISED PLANS - Erection of single storey side and single storey rear extension. No objections was proposed on a motion by the Chairman and this was seconded by Cllr Ogden. There were 11 votes in favour and there was 1 abstention. The motion of no objection was agreed.

2015/0586 Land North of Eastfield David Street Meopham Gravesend Kent DA13 0BT

Demolition of redundant agricultural buildings and erection of 3 no. dwellings with car barns, parking, landscaping and access. Cllr McTavish proposed an objection on the grounds that the development is for three large houses replacing redundant farm buildings on green belt land. This would set a precedent to other redundant farm buildings if permission is agreed. Cllr Powell seconded this and there were 11 votes in favour and 1 abstention. The motion was agreed to object.

2015/0423 Garage Area , Southfield Shaw Park Homes, Harvel Road, Meopham, Gravesend Kent DA13 0RH

Erection of a detached garage in a garage block area. The Chairman proposed no objections subject to the provision of garage doors at the front. This was seconded by Cllr Leyshon and all voted in favour.

Item 6: To receive and note minutes of and/or to determine recommendations made by Standing Committees:

C.47 The Chairman proposed a motion to receive and note the minutes of the P&P Committee. This was seconded by Cllr Ogden and all voted in favour.

(a) Planning & Projects Committee Meetings: 2 June 2015
Affordable Housing Sub Committee – appoint new members

C. 48 Cllr Powell raised an objection to the Sub Committee members being appointed at the Full Council rather than the next Standing Committee meeting and under SO 1P advised that members are in breach of Standing Orders. As the Chairman could not find a SO that the members were in breach of, the Chairman took the decision to go ahead with appointing members to this Sub Committee. After discussion about what the Sub Committee will do and confirmation that minutes will be passed onto full council via P&P, Cllrs D Bramer, M Bramer, T Leyshon and J McTavish volunteered to be on the Sub Committee. The Chairman proposed a motion that these members are then appointed to the Sub Committee and this was seconded by Cllr Ogden. There were 8 votes in favour and 4 votes against. The motion was approved.

To approve attendance at Rural Affordable Housing as Community Land Trusts event on 18.9.15

C.49 Attendance was approved at the last P&P meeting for 2 members to attend. Cllrs D Bramer and J McTavish expressed an interest in attending this. The Chairman proposed a motion that these members then attend this event and the money would come from the P&P budget. This was seconded by Cllr Ogden. There were 9 votes in favour and 3 votes against. The motion was approved.

Action: Clerk, DB & JM

(b) Environment & Amenities Committee Meeting: 16 June 2015

Meopham Parish Council

C.50 The Chairman proposed a motion to receive and note the minutes of the E&A Committee. This was seconded by Cllr Ogden and all voted in favour.

Report on litter picking day

C. 51 Cllr Goffon reported on the litter picking day on 18.7.15 attended by 4 councillors and 4 members of public. Two focused on Judsons and collected 9 bags of rubbish. The next litter pick is planned for Culverstone area. Input on areas that need litter picking is required. Cllr McTavish reported about litter at the rear of the shops at Camer Parade but it was agreed that this was not an appropriate area for a litter pick as private property.

Judsons Sub Committee Report

C.52 Cllr Powell gave a brief report following the Judsons Sub Committee. They are currently £75000 short with the fundraising money and Cllr Ogden is looking at some additional funding options. Minutes will follow from the meeting held on 1.7.15.

To note appointment of the Flagmaster

C.53 The Chairman confirmed that resident Howard Antwiss has been appointed as flagmaster and will be trained by Ken Kemsley.

(c) Administration and Resources Committee Meetings: 30 June 2015

C.54 Cllr M Bramer proposed a motion to receive and note the minutes of the A&R Committee. Cllr Leyshon seconded this and all voted in favour.

Item 7: To receive reports from Parish Council representatives on external bodies

C.55 The chairman proposed this is deferred until the next FC meeting and this was seconded by Cllr Ogden. There were 11 votes in favour and 1 abstention. The motion was approved.

Item 8: To consider a motion submitted by Cllr Buchanan:- To consider the need to appoint a Treasurer. As we do not have a qualified accountant on the council and the needs of the accounts are well catered for, there is not the need to appoint a Treasurer.

C.56 Following a discussion on the role of a councillor as a Treasurer the Chairman thanked Cllr Hasler for his work as honorary Treasurer. The Chairman proposed a motion that the Council does not appoint a Treasurer for this year and this was seconded by Cllr Goffon. 7 voted in favour, 4 voted against and there was 1 abstention. The motion was approved.

Item 9: To review and approve the responsibilities delegated to the Standing Committees deferred to this meeting from 19.05.15. To consider a motion proposed by Cllr Buchanan:- To accept the attached document which clarifies the responsibilities of each Standing Committee under action, advice and monitoring

C.57 After discussion about the new document, Cllr Powell proposed an amendment to the motion that this document is referred to back to each Standing Committee to look at before it comes to Full Council and this was seconded by Cllr Wade. 4 voted for in favour, 7 voted against and 1 abstention. The motion was not approved. Cllr M Bramer proposed the

original motion and this was seconded by Cllr Goffton. 7 voted in favour, 4 voted against and there was 1 abstention. The motion was approved.

Item 10: To consider a motion proposed by Cllr Buchanan:- To set up a Sub Committee to review Standing Orders and Financial Standing Orders. Proposed Members: Chairman, Vice Chairman, Chairman of A&R and Cllr Bramer.

C.58 The Chairman stated that new NALC Financial Standing Orders are now out and Meopham Financial Standing Orders need to be reviewed via a Sub Committee of A&R. Cllr Powell considered that the Chairman should have asked the A&R Committee to call an extraordinary meeting. Cllr M Bramer proposed the above motion for a Sub Committee of A&R Committee with the above proposed members and this was seconded by Cllr Ogden. 6 voted in favour, 4 voted against and there were 2 abstentions. The motion was approved.

Item 11: To consider a motion proposed by Cllr Goffton:- To consider the process of the Clerk receiving information to update parish via the website, social media sites etc.

C.59 Cllr Goffton considered that information to residents should be improved with relevant, positive news in a more modern way. The Chairman proposed Cllr Goffton get together with a few 'like minded' people on this to look at ways to progress and Cllr Leyshon seconded this. 9 voted in favour and 3 voted against. The motion was approved.

Action: SG

Item 12: To consider a motion proposed by Cllr Buchanan:- To consider that the Parish Council obtain a defibrillator for Meopham Village Hall at their request, at no cost to the Council.

C.60 Cllr Powell requested the paperwork for this. The Chairman did not have the paperwork. Discussion took place, with the suggestion from Cllr Hasler that we should explore the bulk buying option through KALC. Cllr M Bramer proposed an amended motion that this is delegated to the Clerk to investigate into this with the Village Hall Committee and to check that this is at no cost to the Council. This was seconded by Cllr Howard and 9 voted in favour and there were 3 abstentions. The motion was approved.

Action: Clerk

Item 13: To consider a motion proposed by Cllr Buchanan:- To consider means of putting pressure on mobile phone companies to improve the mobile signal in Meopham

C.61 Cllr Wade recalled that residents have complained about mobile phone planning applications in the past. As this was about 4 years ago and times have changed Cllr Goffton proposed an amended motion that the Council encourages residents via facebook/website to write to their phone supplier on improving the mobile signal for the area. This was seconded by Cllr M Bramer and all voted in favour. The amended motion was agreed.

Action: Clerk

Item 14: To consider a motion raised by Cllr Buchanan:- To consider asking Gravesham Borough Council and the Police to again monitor and take action regarding the dangerous parking at Camer Parade.

C.62 Following discussion the Chairman proposed that the Clerk write to Gravesham Borough Council and the Police regarding the dangerous parking and this was seconded by Cllr Ogden. All voted in favour. The motion was approved.

Action: Clerk

Item 15: Contractual Matters:- To consider and approve a contractor for the General Service Contract

C.63 The Chairman advised that this item would be moved to the end of the meeting and be held in closed session.

Item 16: Financial Matters:

(a) To note Meopham Parish Council Income and Expenditure for the 2015/2016 financial year

C.64 This was noted by members.

(b) Approve the Schedule of Payments in accordance with Financial Standing Order 5.2

C.65 Cllr M Bramer proposed approval and this was seconded by Cllr Ogden. 11 voted in favour and there was one abstention.

(c) To approve extra funds to improve the email storage facility up to the sum of £10pcm

C.66 Following discussion on the current email storage problems, the Chairman proposed an amendment on a sum of up to £20 and this was seconded by Cllr Ogden. All voted in favour.

Action: Clerk

(d) To consider the recommendation from the Environment and Amenities Committee to approve extra funding for The Grand for 10 sessions for £1000 to run the Youth Club.

C.67 Cllr Powell proposed approval and this was seconded by Cllr Knott. All voted in favour and the motion was approved.

(e) To approve the new contract for MI Payroll Services

C.68 The Clerk explained the change to the contract was due to the appointment of an additional staff member MI Payroll Services who would in future be carrying out the book keeping role at Meopham Parish Council. Cllr Powell proposed approval and this was seconded by Cllr Knott. All voted in favour and the motion was approved.

Action: Clerk

Item 17: To note correspondence received

C.69 Members noted the correspondence list.

The meeting then moved into closed session.

Closed Session

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Goffon,
P Hasler, P Howard, R Knott, T Leyshon, J McTavish, J Ogden
(Vice), D Powell and B Wade
In attendance: Mrs S Eggesden, Clerk

Item 15: Contractual Matters:- To consider and approve a contractor for the General Service Contract

C.70 Cllr Powell considered that an advert for the Service Contract should have been put in the local paper. The Chairman stated that the Council's Financial Standing Order 11a stated that the formal tender process is not required for contracts under £60,000 and only 3 quotations required.

Cllr D Bramer proposed that this is re advertised in the local paper and facebook as 3 quotations are required and the Chairman seconded this. All voted in favour. The motion was approved.

Action: Clerk

The meeting closed at 10:40 pm.

Signed.....Dated.....