

Minutes of General Meeting at 7pm on Wednesday 13th December 2023 at Sturry Library.

Present:

Cllr Ashley Bubb (Chair), Cllr John Hogben (Vice Chairman), Cllr Ann Davies, Cllr Peter Wenham.

Ken Dekker Interim Clerk, Ken Bullock Cemetery Superintendent and Alan Webster Caretaker and CCC Cllr Keji Moses.

Two residents in attendance

7830: Apologies for absence

Cllr Karen Issac, Cllr Peter Campbell, Cllr Heather Taylor, KCC Cllr Alan Marsh, CCC Harry McKenzie.

Public questions

There were no public questions.

7831: To receive Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests on any agenda items and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home

None.

7832: To approve the minutes of the Parish Council Meeting held on Wednesday 22nd November 2023

All Agreed

7833: Matters arising from the minutes of the Parish Council Meeting held on Wednesday 22nd November 2023.

Cllr Davies stated that the CIL funding form had been completed and sent back to CCC.

Cllr Davies also asked if the HIP could go on next month's agenda.

Cllr Davies asked what was happening with the submission for the Popes Lane development. The clerk stated that a draft submission had been sent to Cllr Taylor for review with the proviso that it be sent to all Cllrs for approval and then for Cllr Taylor to send it to CCC.

Cllr Davies asked that the Clerks position be put next month's agenda, she also requested that the grant application also be put on next month's agenda.

Cllr Davies asked for an update on the tree cutting in Centenary Woodland, the Clerk stated that he had informed the tree surgeons that their quote had been accepted but would chase them up on a date for the work.

7834: Chairman and Councillors' reports.

Cllr Bubb thanked everyone that helped out with the Xmas event in particular Ken Bullock and Cllr Taylor for their efforts in arranging the event.

Cllr Davies stated that there was a band concert at the church.

Cllr Wenham would like a light at the end of Deansway with the junction of Sturry Hill.

No other reports

7835: County and District Councillors' reports.

No report from KCC Cllr A Marsh

CCC Cllr. Keji Moses stated the following,

Harry met with representatives from SABORA on Popes Lane to inspect the site where a housing development is proposed, specifically to inspect drainage and proximity to the Sarre Penn, in order to make a more informed decision when the time comes.

We attended Remembrance Day services, in Canterbury and Sturry, to pay our respects to all the armed personnel who made the ultimate sacrifice for our country and those who continue to put themselves at risk for us today.

Keji attended the Sturry, Fordwich, and District Twinning Association AGM in Broad Oak Village Hall.

Harry attended the public consultation on the proposed development in Popes Lane to hear more from residents and the developers to gain more knowledge of the application and public opinion to help with decision-making when the time comes. ● Harry joined the Hersden Parish Council, Kent Police, the Community Warden, and a representative from KCC at the Hersden Community Centre for a community safety event where he learnt more about local initiatives to tackle scams and rural crime.

Keji managed to secure funding to replace public benches that had been stolen from the corner of Riverview and Popes Way.

We attended a briefing on the Broad Oak Reservoir proposal, hosted by Southeast Water, to hear more about the proposals and ask questions. We will create a separate statement to share our thoughts on this.

7836: Community Warden report

No report.

7837: Village Caretaker's report.

Quick report tonight, things have been, I have been busy with aftermath of the Christmas event, sorting everything out that had been left in the office.

Sorting out the fault on the Christmas light in the tree by the public toilets which I will try and repair next week weather permitting.

I have found a racing bike in the cemetery, I have put this in the garage for safe keeping.

We need to approve the hire of the cherry picker for the removal of the lights in the High Street.

7838: Cemetery Superintendent's Report

Christmas Fayre:

It's only been 3 weeks since my last report, but the Christmas Fare took up a fair bit of my time right up to the event itself. I have now produced a procedural document, which will hopefully ensure future events are less stressful. The document outlines everything that has to happen in order for an event to be run. This will be particularly useful to anyone doing it for the first time.

Admin Work:

We had hoped to have now moved fully to the new email system, but I believe 2 Councillors are still not compliant. Any councillors still with issues should contact me.

Highway Business Services have now delivered our new Firewall, Cloud server.

General enquiries continue on all manner of topics, including the resident who wants us to consider a pedestrian crossing in our Highway Improvement Plan, and residents unhappy with the state of the alleyway to the recently moved bus stop at Sweechgate.

Cemetery Database:

I have sent out on the 28th Nov the first draft of my memorial safety policy. We will pick this up later on the agenda.

Cemetery Other:

Since my last report, we have had 1 burial of cremated remains.

I am continuing to correct records in the database where the incorrect Interment reference has been used. This task is almost complete, after which I will return to completing more of my survey work. In doing this I have come across the burials of 4 German airmen in the cemetery from 1940. All in unmarked graves.

7839: Clerks Report

I am still busy with the imputing of the outstanding accounts, so far, I have managed to input everything up to October and have also sent in both the first and second quarters VAT returns.

I have started with Novembers and hope to at least try and get up to date with the accounts before the Christmas break.

I am still unable to access the bank account even after having filled in two forms as requested, this has made me a signatory but without access to online banking, which I feel is required. I now have to fill in another form online and then print off said form so that it can be sent into the bank by post.

I have contacted Unity Trust about setting up a new account with them, this I was told can be done via their switch system but will take up to 7 days, or I can set up a current account with a deposit of

Signed: Date: 10th January 2024

£500 which will enable me to set up the mandates for the signatories and then we can ask them to do the switch so that all our direct debits and payee details will be transferred over.

We can then open a savings account with them and follow the same process.

On completion then we will then close down Lloyds altogether.

I have also contacted Rialtas with regards to this and they are willing to go through the procedure with me, they say that this an easy procedure to do with no disruption to the cashbook.

I have one very important correspondence that I received this morning, and I will read out to you now all other correspondence has been forwarded onto you all.

Lionel Robbins has accepted to do our internal audit and has sent through his planned procedures.

I will start in January getting all the documents that he will require to be made available.

It is not on the agenda, but I need the Councillors to think about and decide on when we will be updating our Highways Improvement Plan.

I have sent the draft submission for against the planning application for Popes Lane to Cllr Taylor for review, this is to be reviewed by all Cllr's and any changes or additions made and then agreed before Cllr Taylor sends this off to the head of planning at CCC.

7840: Finance

a) Payments for Approval

The following invoices were submitted for approval:

£120	Richard Marsh	2 x cremated remains burial
£162.92	Printerland	Magenta cartridge for printer
£28.51	Mustang Washrooms	Cleaning
£5.50	Ken Bullock	Provisions for office
£50.01	Ken Bullock	Fuel for minibus
£492	Up & Out Platforms	Cherry picker for Xmas lights
£240	Lionel Robbins	Outstanding invoice for 2022 Audit

All of the above were approved by Cllr Bubb and seconded by Cllr Davies. All agreed.

b) To Discuss and agree the 2024/25 budget.

Cllr Davies explained that she and Cllr Campbell had worked on a projection for the budget from the six months accounts that have been inputted to Rialtas.

She explained how they have reached the end figures and proposed to have a contingency and make the transfer from the reserves of £3500 and also an uplift of £2000 on the cemetery.

Proposed by Cllr Davis and seconded by Cllr Hogben. All agreed.

The budget was proposed by Cllr Davis and seconded by Cllr Bubb. All agreed.

b) To discuss and agree the 2024/25 Precept.

A discussion was held between the councillors, and it was decided to leave the Precept amount the same as last year of £105000.

Proposed by Cllr A Bubb

Seconded by Cllr a Davies

All Agreed

The Chair thanked both Cllr Davis and Cllr Campbell for their hard work on producing the budget.

7841: To discuss and update on Speed watch.

Cllr Hogben has contacted the Speed watch co-ordinator to come along and give a demonstration to all who wants to do a Speed watch. The first available date that he can come is 4th March 2024. I will try and get the Social Centre for the meeting.

7842. To discuss and agree on the Memorial Headstone Testing Procedure.

Ken Bullock explained what this entailed in the testing procedure.

It was agreed to start at stage one this was proposed by Cllr Bubb and seconded by Cllr Davis. All agreed. It was also suggested that the Church warden be contacted to see if there is any paperwork regarding the graves in the churchyard.

7843. To discuss and agree dog walking area suitability.

Cllrs discussed this item and Cllr Bubb will take a look at this over the weekend and report back to the office with his findings.

7844. To discuss and agree Tree Cutting Quote for pollarding a willow tree on Baker's green.

Cllrs discussed this item and agreed that the work should go ahead. This was proposed by Cllr Bubb and seconded by Cllr Hogben. All agreed.

7845. To discuss and agree on enhanced DBS checks for all Cllr's

Cllrs had a discussion on this, and it was decided to have checks when and the need arises. Proposed by Cllr Bub and seconded by Cllr Hogben. All agreed.

7846. To update on Sturry Crossing (Platform extensions).

It was stated that there had been a meeting, but the discussions are to be kept private at the moment, Cllr Davies stated that at least the relevant parties are now listening and are talking to each other.

7847. To discuss Section 106 Contribution – Sports Facilities. How to proceed further.

A discussion was held on this with Cllr Bubb suggesting the old cricket pitch which is just in the Sturry boundary. Further discussion on other ideas to be brought back to next month's meeting.

7848. To discuss and agree on the draft brief for a management plan to be sent to English Nature for approval.

This was discussed by the Cllrs and decided to send out for quotations to draw up the plan. Proposed by Cllr Davies and Seconded by Cllr Bubb. All agreed.

7849. To discuss and agree the renewal of our CPRE membership. Cost of this is £36 per annum.

This was proposed by Cllr Davies and Seconded by Cllr Hogben. All agreed.

Date for next meeting.

Weds 10th January 2024

Meeting closed at 20:37

Signed: Date: 10th January 2024