

Minutes of General Meeting at 7pm on Thursday 15th February 2024 at Sturry Library.

Present:

Cllr Ashley Bubb (Chair), Cllr John Hogben (Vice Chairman), Cllr Ann Davies, Cllr Peter Wenham, Cllr Heather Taylor and Cllr Karen Isaac.

Ken Dekker Clerk, Ken Bullock Cemetery Superintendent, Alan Webster Caretaker, CCC Cllr Harry McKenzie and KCC Cllr Alan Marsh.

Three residents in attendance

22-24: Apologies for absence

KCC Warden Linda Hayes.

Public questions

There were no public questions.

23-24: 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.

Cllr Bubb stated he had an interest in item 40-24

Cllr Davies stated that she had an interest on two items in 32-24

24-24: To approve the minutes of the Parish Council Meeting held on 10th January 2024

Proposed by Cllr J Hogben, Seconded by Cllr A Bubb and all in agreement.

25-24: Matters arising from the minutes of the Parish Council Meeting held on 10th January 2024.

Cllr Taylor asked about the resignation of Cllr Campbell, Cllr Bubb stated that emails had been sent to the Cllrs.

Cllr Taylor required an update on the work carried out at the Social Centre, Cllr Hogben replied that the work was of a good standard and the first section of work was complete.

Cllr Taylor requested that a breakdown of the Christmas fair be put on the next meeting.

Cllr Taylor wanted to know about the price structure at the cemetery, this was explained by Cllr Bubb that all present at the meeting had agreed to this.

Cllr Taylor asked about the bank accounts and how many signatories there were, the Clerk stated that there were four but with the resignation of Cllr Campbell there are now only three, Cllr Taylor requested that she be added.

26-24: Chairman and Councillors' reports

Cllr Davies reported that she had attended the online planning seminar.

She also stated that most of the work at the SSC was coming to an end.

Cllr Hogben stated that the fly tipping in the entrance to the Gip Field had been all bagged up and evidence tags fitted.

He has arranged on the 4th March at 18:30 in the Social Centre there will be a talk on speed watch, this is open to the public and will be advertised.

He asked if anyone has any road maps that could be used at the event.

Cllr Taylor asked if it was possible to use the Social Centre for our meetings.

Cllr Davies is going to look into this.

27-24: County and District Councillors' reports.

CCC Cllr. McKenzie stated the following,

Casework:

- We've been dealing with an on-going case of anti-social behaviour and littering around a set of local garages - progress is being made.
- We've reported various missed bins and got them collected and we've dealt with a few instances of fly tipping.
- We've consistently been in contact with the technical coordinator on the Woodlands development site in Broad Oak to raise concerns of local residents with the impact of the development site on them. Events and Meetings:
 - We visited residents living in Sturry Court Mews, at their invitation, to listen to their concerns about road safety in the parish. While we are not KCC councillors and we are not going to pre-empt the police investigation, we were pleased to listen and pass on their comments to KCC so that they know they're not alone and that they are being listened to on this important issue.
 - Harry went to visit a resident to inspect a dangerous tree branch overhanging his garage to discuss if there was anything the council could do to help. Unfortunately, the tree and garage are both not on council property, so the council is unable to step in, but the resident now has clarity that he is allowed to lop the branch and protect his property. Planning and Other Matters:
 - Planning application CA/23/01405 for a dentist and cosmetic surgery in Calcott Bungalow was rejected by the planning committee on highway safety grounds.
 - We've received numerous complaints about the proposed extensions to the operations at the Shelford landfill site and how it is affecting residents in Broad Oak. We stand with our residents who are rightfully frustrated about the odour and environmental hazard this represents. We are currently actively reviewing the situation and are in conversations with others about setting up a site visit and meeting with the management so we can raise the concerns of our residents.
 - The post office on Sturry High Street has now closed. We share the disappointment in this, and we extend our thanks and best wishes to Paula for all her work there. We have been assured that a new post office branch will be set up as soon as possible because this closure was not actually intended or desired. There is lots of speculation about where the new post office could/will be; as soon as we are able to confirm this information, we will pass

it on. There is someone interested in it but at the moment that information is commercially sensitive.

- As of the time of writing, the farm shop is still closed but is set to be reopened by the Butchers of Brogdale to sell locally produced fresh fruits and vegetables. We are sorry to see the previous owners go, but we thank the Butchers of Brogdale for stepping in to keep this beloved amenity alive.
- Work is underway on a new coffee shop on Sturry High Street called Kathton House which is set to open to customers on March 7th. We are looking forward to being there for the opening. Thank you, Laura, for bringing this amenity to the village.

- In March, the new local plan will go out for consultation; we will keep you updated about this. Please ensure you submit your responses at the time.

KCC Cllr Marsh stated that he would like our comments on the Shelford application.

He also stated that he will come straight back to us once the Police have finished their investigation of the fatality on Sturry Hill/Island Road.

He also is trying to get us first refusal on the library building.

28-24: Community Warden report.

No Report

29-24: Village Caretaker's report.

Alan stated that not much has been happening, he has managed to take down all the Christmas lights from the High Street.

He has been doing a lot of litter picking and that everything is all OK with no issues.

30-24: Cemetery Superintendent's Report

Admin Work:

We have continued to work through and clear out our old email accounts.

office@sturry-pc.gov.uk will be closed shortly.

We now have limited access to the website and can load certain simple documents. We are arranging a meeting with Highway Business Services to discuss how we take the website forward.

I have updated several of the minibus hire & use documents, including the terms & conditions of hire.

Cemetery Database:

I have corrected 132 records in the database, which had incorrect Interment references. This has been a big task taking quite some time to complete.

I have identified 22 other records with various anomalies, which I will have to investigate and correct if required.

I have also identified 77 interments missing from the database relating to records in the current burial register. Inputting these will be my next task.

I still then have the task of adding 948 historical burial records to the database, from the first burial register.

Cemetery Other:

Since my last report, we have had no burials.

I have written a “Cemetery Improvement Plan” to formally define and agree the ongoing development & maintenance of the cemetery (Agenda Item).

I have had a few cemetery enquiries, but only a single burial of cremated remains booked for March.

31-24: Clerks Report

Unity Trust bank is now up and running, there were no hiccups with the transfer.

We have three signatories who are all set up online.

I am in the process of getting all documents ready for our internal audit.

One item that is required is the asset register, I am under the understanding that Cllr Taylor had taken this on, if so, has it been completed and could I have a copy to be able to update the register.

Cashbooks are up to date and as our VAT returns.

I have managed to get our bank details changed at HMRC for VAT repayments.

All other details at HMRC are in the clerk’s name.

I have updated most of our accounts with our up-to-date information, this is ongoing.

I will be starting to go through the two filing cabinets in the office, these need to be sorted out and any documents that require archiving will be, I envisage this to be a long and arduous task.

I have one item of correspondence which I will relay to you at agenda item 37-24.

I will be asking the Council at the next meeting to approve membership to SLCC, online training for Rialtas and the most recent edition of Local Council Administration (The big yellow book). I will find out the costs of these three items and I will bring to the next meeting for approval.

I have set up a direct debit for the road tax on the minibus which is £28/ month.

32-24: Finance

a) Payments for Approval

The following invoices were submitted for approval:

£180	Satswana	Online Data Protection Officer
£504	Mazars	External Auditors

£492	Up and Out Platforms	Cherry picker for removal of xmas lights
£12000	Coombs Brothers	Social Centre building works
£15	P W Needham	Window cleaning
£124.28	Westley Hire	Cemetery toilet
£36504	Ovenden	Centenary woodland
£1250.89	J Caddick	Grounds Maintenance
£4653.18	Hersden Parish Council	Final payment from unreserved funds (21.1%) 2019 split
£28.51	Mustang Washrooms	Cleaning

Cllr Bubb asked about the payment to J Caddick, it was explained that he is paid 1/12 of his yearly costs.

Proposed by Cllr A Bubb, seconded by Cllr J Hogben and all in agreement.

a) Accounts for approval and signature.

b) Finance Committee.

Cllr Davies stated that they don't have a quorum on the committee.

Cllr Bubb asked if we should wait until next meeting to see how many are co-opted on and then see if anyone would like to go on the committee.

Cllr Davies asked if the council would allow that the rest of Coombs invoices can be paid once the work has been inspected.

Cllr. Taylor requested that the other invoices are brought back to the next meeting.

33-24. To discuss and agree Cemetery work.

a) Approval of Cemetery Improvement Plan

Proposed by Cllr Davies, seconded by Cllr Bubb and all in agreement.

b) Selection and approval of quote for Cemetery Fencing

See below.

c) Approval of purchase of Trees for Cemetery

Proposed by Cllr A Bubb, seconded by Cllr A Davies and all in agreement.

Supplier	Fencing	Posts	Quote	Comment
Firwood Fencing	Galvanised chain-link fencing	Heavy duty tubular steel posts	£ 4,160	Standard chain link
Albion Fencing	Green coated galvanised chain-link	galvanised metal posts	£ 8,087	PVC coated chain link
Kingswood Fencing	High protek weld mesh fencing	60mm x 60 mm steel posts	£ 4,587	Square welded mesh

Kingswood Fencing was selected and proposed by Cllr H Taylor, seconded by Cllr J Hogben and all in agreement.

34-24. Update on Centenary Woodland.

Trees to be worked on starting tomorrow. Cllr Davies will visit the site tomorrow.

Update on management plan from Natural England, the paperwork has arrived, and two Councillors have signed it.

35-24. To discuss Section 106 Contribution – Sports Facilities. Councillors’ ideas.

To be brought back to next meeting.

To formally write to the landowner of the old cricket ground to ask if they are willing to enter into negotiations with us.

36-24. To discuss and agree on items to be included in our Highways Improvement Plan.

Cllrs to send in their ideas to be inputted and then sent on to KCC.

37-24. To discuss play area equipment. Do we need to replace or order new.

Clerk read out an email from CCC regarding S106 monies funding for the Parish. £49539 is being held to be used for improvements to Park View. Clerk to set up a meeting with Rebecca Booth.

38-24. To discuss and agree on SABORA’s use of the playpark for a fete. Possibly in July.

There was a discussion between the Cllrs, and it was decided that there would be a clash as SPC will be holding an event in the park at approx. the same time and that two events one after the other would not work. Proposed by Cllr Hogben, seconded by Cllr Taylor, one abstention all other Cllrs in agreement.

39-24. To discuss and agree upgrading the alarm control panel in the office.

Clerk explained why this needs to be done (panel is obsolete). Proposed by Cllr A Bubb, seconded by Cllr J Hogben and all in agreement.

40-24. Co-option candidates Q & A

There was one candidate for co-option who gave a short introduction.

Date for next meeting.

Wednesday 13th March 2024

Open meeting closed at 20:43

Exclusion of the Press & Public, pursuant of section 1 of the public bodies (Admission to Meetings) act 1960

41-24. To Discuss and agree on co-option.

Contact the other candidate and ask him to come to the next meeting.

The Chair excused himself.

There was a discussion between the Cllr’s and then a vote was taken.

Four votes for and one abstention. The candidate is co-opted onto the Council.