

Minutes of General Meeting at 7pm on Wednesday 10th April 2024 at Sturry Social Centre.

Present:

Cllr Ashley Bubb (Chairman), Cllr John Hogben (Vice Chairman), Cllr Ann Davies, Cllr Peter Wenham, Cllr Heather Taylor, Cllr Steve Birch, Cllr Alan Mitchell, Cllr Gill Betts and Cllr Karen Isaac.

Ken Dekker Clerk, Ken Bullock Cemetery Superintendent, Alan Webster Caretaker.

Four residents in attendance

69-24: Apologies for absence

KCC Cllr Alan Marsh, CCC Cllr Keji Moses

Public questions

There were no public questions.

70-24: 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.

Cllrs Davies and Wenham have an interest in item 84-24.

71-24: To approve the minutes of the Parish Council Meeting held on 13th March 2024

Proposed by Cllr Taylor and Seconded by Cllr Davies, Cllr Bubb abstained, all agreed.

72-24: Matters arising from the minutes of the Parish Council Meeting held on 13th March 2024.

Cllr Davies stated that she had tried to arrange a meeting with SABORA to discuss the Local Plan but only had one reply, so it was left for the Council to decide what to do.

The Clerk stated that at the last meeting he had requested that all Cllrs check their DPI's on CCC web site to make sure that they are up to date, so far no one has contacted him. Cllr Taylor said that she could not access them on the website, the Clerk explained how to do this. Cllr Bubb stated that he needed to update his.

73-24: Chairman and Councillors' reports.

Cllr Davies stated that she had gone to the meeting on Financial Planning.

Cllr Taylor stated that she had been updating the Asset Register and once complete would forward it to the Clerk.

Cllr Hogben stated that there was only four people came forward for the speedwatch and they would only train a minimum of seven needed.

73-24: County and District Councillors' reports.

No report from KCC

Ward Councillor Report (April)

Sturry Park & Ride

- Park and ride at Sturry Road returns – and it's cheaper for residents!

The countdown to the reopening of Sturry Road park and ride on Monday 1 April has begun – and Canterbury district residents will be able to use the service for just £3.20 a day.

P Park and ride offers cost effective and convenient parking, and the restoration of the Sturry Road route, after it stopped operating in July 2022, will see nearly 600 more parking spaces for the city come back into use.

💰 District residents with an ANPR parking account will receive a 20 per cent reduction on the cost of park and ride, making the daily price just £3.20 for a car with up to six passengers.

FREE And drivers who aren't district residents can still benefit by using the service regularly. Their fifth journey will be free of charge when they use park and ride five times in any calendar month, again through an ANPR parking account.

Food Bank Project

- Food Bank Project: Harry attended a meeting with Hersden Parish Council to discuss ideas for the Food Bank Project. More information will be made available soon.

Community Cafe

- Community Café: We attended the grand opening of the Chapters Coffee and Books Café in Sturry. It was spectacular in there with a lovely atmosphere, cheap and tasty treats, and drinks, and lots of books!

Volunteers Needed

- Volunteers wanted for the Sturry Speed watch scheme. If residents are interested, they can email Sturry Parish council Clerk@sturry-pc.gov.uk [HYPERLINK "mailto:Clerk@sturry-pc.gov.uk"](mailto:Clerk@sturry-pc.gov.uk) [HYPERLINK "mailto:Clerk@sturry-pc.gov.uk"](mailto:Clerk@sturry-pc.gov.uk)

Dog PSPO (Proposed Dog Control Public Space Protection order) 2024

The Dog PSPO was discussed by the Overview and Scrutiny Committee on February 29th. The Cabinet will receive all recommendations and comments for consideration. I have attached minutes from the meeting.

Broad Oak Petition

The number 7 bus route connects some of the most rural areas in the East of Canterbury District, like Broad Oak, to schools, the hospital, railway station, shops,

doctors' surgeries, places of employment, and other vital services. It makes amenities and services available to those without access to a personal vehicle.

We have a meeting with stagecoach on Wednesday 1st May to discuss the reinstatement on the no 7 bus and consider how we could revive a regular bus service for residents in Broad Oak village.

74-24: Community Warden report.

No Report. The Clerk stated that he had been told that the warden has resigned.

75-24: Village Caretaker's report.

Not much to report, due to the bad weather it has been quiet, I have done some repair work in and around the toilets. Cleaned the minibus with the help with Cllr Mitchell.

Cllr Taylor asked about the rubbish on Park View, when is it going to be collected, check with Serco if it hasn't been collected by tomorrow.

76-24: Cemetery Superintendent's Report

Admin Work:

We have updated the councillors page on the website, with the details of our new Councillors.

The new printer has been installed and set up on both office PC's.

Cemetery Database:

In between other jobs, work continues on updating the database. I started the current phase on adding all missing records from Burial Register 2 on 9th Feb 2024. I have so far added the details of 115 interments, with 5 remaining to be done. Once complete I will start on Burial Register 1 which dates from when the cemetery was opened in 1933.

Cemetery Other:

Since my last report, we have had two burials, and one burial of cremated remains.

I have one further burial booked for April.

I have updated the cemetery form templates with the new email details cemetery@sturry-pc.gov.uk

I have completed one transfer of EROB and one application for a monument.

I have had no responses from my letter drop to all residents who boarder the cemetery, informing them of the "Cemetery Improvement Plan".

I have met with the manager of the payback team and discussed the "Cemetery Improvement Plan". We have agreed some areas where payback can help.

I wait for guidance on the design, costing & approach for composting area in the cemetery (agenda item).

51-24: Clerks Report

I have managed to get HMRC to reduce the penalty points that the Council had been given for late VAT returns, this is now reduced to 2 instead of 4 and we will not have to pay the fine of £200.

I have set up a new contract with Total energies for the electricity supply for the toilets as the old contract has been out of date since October 2023, the new contract is for two years and at a lower rate than before.

I have completed the yearend figures on our cashbooks, I must input our new earmarked reserves figures along with our budget figures and then I will be able to print out the end of year documents for signature at the next meeting.

The new printer has arrived and has been installed.

I have started to work my way through the two filing cabinets in the office, so far, I have completed one drawer, only seven more to go.

Work has started on updating our policies and procedures, once this has been done, then they will all have to be reviewed by all the councillors before bringing to full council for adoption.

Our internal audit will be done on 4th June, which works out well as I can then bring to the next full meeting our AGAR for acceptance and signature. This must be submitted before 30th June.

Along with this we will have to post the dates for the electors viewing of the audit which must take in the first 10 days of July.

I received an email on 28th March that the City Council budget for 24/25 went through CCC Cabinet on 22nd February and it was agreed that the Concurrent Funding will remain the same as the previous year. Sturry Parish will receive its annual CFF Payment of £11581 in April.

CCC will send the monitoring forms for 23/24 and new grant agreement soon which I will need to complete and action.

79-24. Outside Bodies members reports.

Cllr Taylor has requested that the members on outside bodies start giving reports again, she also stated that the Stephen Briggs Charity has a post on our web site, this was strange as it mentioned Hersden who are no longer part of the Sturry Parish. It was requested that this be clarified by looking at the original agreement. Cllr Bubb asked the official reps to give reports if they had one. He also stated that going forward there will be reports from all the representatives on outside bodies.

80-24: Finance

a) Payments for Approval

The following invoices were submitted for approval:

£70	Richard Marsh	Grave digger
£38.93	Viking	Labelling tape x 2
£129.98	Amazon	Office Chair
£228	Amazon	Christmas Tree
£28.51	Mustang Washrooms	Toilet supplies
£494.40	Rialtas	Annual Cemetery Software contract
£132	Rialtas	Annual MTD for VAT submissions contract
£428.40	Rialtas	Annual Cashbook Software contract
£900	Eagle Security	Update of alarm panel

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

Cllr Bubb stated that it was not on the agenda but needed to be decided tonight is our membership to KALC.

There was a discussion on this and there was a vote on this it was proposed by Cllr Bubb and seconded by Cllr Davies, Cllrs Taylor and Birch voted against and five Cllrs voted for.

a) Accounts for approval and signature.

b) Finance Committee.

There was a discussion on the Financial Plan which has been deferred twice because several Cllrs had not read it.

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

81-24. To agree on working group for playpark update.

There was a discussion on setting up the workgroup and it was decided that the following Cllrs be on the group, Taylor, Birch, Davies, Hogben and Bubb. Cllr Birch was to be the lead on this.

82-24. To discuss planning application CA/24/00222 Swan Pub. CA/24/00223 is the listed building consent application.

There was a discussion on the planning application, and it was decided that the Council has no objection to the plans, but we would need to mention that parents dropping off and picking up would require to do this in the car park and not on the High Street.

83-24. To Discuss and agree on what needs to be done to Forge Lane Garden.

There was a discussion on what to do and it was decided to ask J Caddick to spray with weed killer in the autumn and letting it go over the summer.

Also check with J Caddick whether he has seeded the border.

Proposed by Cllr Taylor and seconded by Cllr Hogben all in agreement.

84-24. Update on Sturry Social centre.

Cllr Davies explained what work was still to be completed and would update as and when.

85-24. To Discuss and agree regarding Sturry Social Centre ownership.

There was a discussion on what was previously decided to be done and this would be check on going forward. It was also suggested that we investigate the leases for the Scout and Guides hut and the toilets.

86-24. To discuss and agree a donation to MS.

Cllr Taylor requested that we donate £50 to a Charity chosen by the person who was Father Christmas at the Christmas event last year. Cllr Bubb is to check with him for the bank details for payment.

Proposed by Cllr Taylor and seconded by Cllr Bubb all in agreement.

87-24. To discuss and agree what is happening with fencing at Centenary Woodland.

It was discussed on how to take the fence down and how to transport it to the cemetery. It was suggested to ask the payback team to do it. If not, then it was decided to take the fence down and move it to one side until it can be moved to the cemetery.

88-24. To discuss and agree signatories for Bank Account.

There was a discussion on how many signatories there are at present, and it was stated that there are four including the Clerk who stated that at present it was working well with the signatories there are.

It was decided by the Cllrs to add Cllr Taylor as a signatory.

89-24. To discuss and agree subscription to Clerks & Councils Direct Magazine.

It was decided that there should only be one copy sent to the office. Cllr Wenham requested that he also be sent a copy.

90-24. To discuss and agree a date for a new Councillor Presentation.

Cllr Davies explained what this was all about, she also stated it was not just for new Cllrs it was for anyone, the presentation would be done by Mrs Dekker. There followed a discussion on this item and Mrs Dekker explained what it entailed. It was asked what the cost was, the answer was free.

Cllr Bubb stated that if Cllrs wanted to attend then they could, a date and time would be arranged and that it would probably be in the upstairs of the office.

91-24. To discuss and agree plans to complete topsoil storage in the Cemetery.

There was a discussion on this, and Cllr Bubb asked for the sizes from Cllr Davies, and he would get prices for sleeps to be able complete this.

92-24. Update on Annual Parish Meeting.

It was decided to arrive at 18:30 to set up, the agenda will be sent out tomorrow, posted in the notice boards, Facebook, and website. There are two speakers arranged.

93-24. Update on Centenary Woodland.

The management Plan is ongoing, and a surveyor is going to come out to survey the site in the near future, when this is done, he will work on the plan.

94-24. To discuss and agree a price for the sale of the old office printer.

A discussion was held, and the Clerk stated that he might have a charity that could possibly purchase the printer. It was decided to advertise it locally first for a price of £200 and if not sold after a week, then it would be offered to the charity.

Proposed by Cllr Birch and seconded by Cllr Bubb all in agreement.

95-24. To discuss and agree on an increase in working hours for the Clerk.

From 18 to 24 / week.

There was a discussion on the extra cost that this would incur on the precept, Cllr Davies said that it had been budgeted in for extra hours.

A addendum to the Clerks contract will be drawn up for signature.

Date for next meeting.

Annual Parish Meeting 17th April 2024

AGM Wednesday 8th May 2024

Meeting ended at 20;36

DRAFT