

Minutes of General Meeting at 7pm on Wednesday 12th June 2024 at Broad Oak Village Hall.

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 and Alan Webster Caretaker.

14 residents in attendance

119-24: Apologies for absence

KCC Cllr Alan Marsh, CCC Cllrs Keji Moses and Harry McKenzie and Ken Bullock Cemetery Superintendent.

Public questions

A member of the Gurkha and Nepalese community had sent a letter into the Council requesting that the Council for several plots in the cemetery, this would have to be a separate section because of their beliefs and customs. The Council stated that they would discuss this at the agenda item.

120-24: 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.

A member of the public wanted to know what all this meant. The Chair explained the meaning of this section.

121-24: To approve the minutes of the Parish Council Annual Parish Council Meeting held on 8th May 2024

Proposed by Cllr Taylor seconded by Cllr Davies, Cllr Bubb abstained rest of Cllrs agreed.

122-24: Matters arising from the minutes of the Annual Parish Council Meeting held on 8th May 2024

No matters arising.

123-24: Chairman and Councillors' reports.

Cllr Bubb stated he had nothing to report

Cllr Davies stated that she has spent a lot of time over the last few months looking into the functioning of our committees and working groups and she has become aware that the appointment and functioning of these committees has become somewhat rowdy over the last year, this results in what appears to be some considerable misconception of the values, authority and responsibilities of the Councillors taking up committees, briefly she has looked at our financial regulations and standing orders, She has looked at what has been done , what hasn't been

done at what our statutory responsibilities are and have been advised by CCC monitoring Officer and KALK. I have sent a more detailed report to all Councillors but for the purpose of this meeting the proposed policy later on in the agenda on the appointing of committees and working groups and the terms of reference for the Staffing Committee and the Events Committee these will bring our committee appointments into line with what our uses are from a statutory point of view and make sure our paperwork, our policies, our terms of reference, hold up when it come to our responsibilities.

Cllr Birch stated that the playpark group are working on the S 106 monies.

124-24: County and District Councillors' reports.

No report from KCC

CCC report arrived late for meeting, Clerk to send to all Cllrs for information.

125-24: Community Warden report.

I have been a KCC Community Warden for approximately five-years. I worked in the Canterbury Coastal Team covering Herne Bay and Hoath and do acting team leader role when necessary.

As part of the Community Warden role, I have worked as Community Connector (Social Prescribing Link Worker) for two and half years, assisting KCC in developing their Positive Well-being Service assisting vulnerable people across Maidstone and Sheppey - extensively networking with agencies and dealing with referrals.

I work with Kent Trading Standards receiving referrals to visit victims of scams, and do scam talks to community groups across the Canterbury District.

I have taken over from Linda Hayes and now covering: Greenhill, Sturry, Hersden, Hoath and Canterbury in the interim period while KCC decide where Community Wardens will be placed in the new Ward areas.

I am networking with organizations for dealing with Positive Well-being issues to reduce isolation and loneliness with a view to connecting residents with community groups across the Canterbury District. I have visited Sturry Church Coffee Morning, All Saints Church, Military Rd, Canterbury, by attending their art group and found out about their larder project on a Friday Mornings (an alternative to Canterbury Food Bank.) I visited Salvation Army, Canterbury, and connected with their group sessions.

I have been doing Visible Presence around the village and chatting to residents

I have contacted the local Police Officer, and we will continue to discuss local issues.

Trading Standards Cold Calling Stickers – I was contacted by local resident asking for a couple of window stickers as a cold caller had been visited in the last week. I dropped them to her and talked about some family issues at the same time, advice given.

In the last couple of days, I spoke to a homeless male outside Coop, Sturry and connected him with Catching Lives in Canterbury. CCC Homeless team contact has also been informed.

Sturry Parish Council Clerk mentioned overgrowing foliage outside Greenfield's Shooting Range Sturry Hill – I am making enquires to locate owner to cut it back.

I am currently working with multiple agencies in Canterbury to support a vulnerable male who's tenanted property has water damage, where he is facing eviction and possible rehousing.

I am contactable by mobile or email, willing to meet with residents to discuss any community issues, either by booking at an appointment to meet up at Sturry Library or a more suitable place. Roger Lithgow - KCC Community Warden. Mobile: 07813 713083. Email: roger.lithgow@kent.gov.uk

126-24: Village Caretaker's report.

This going to quick and short tonight there has not been too much happening, just a couple of items, firstly it is the school holidays and there seems to have been a party in the playpark and they left all of their rubbish behind which had to be cleaned up.

Had a few issues with the rubbish collections but it now seems to have been sorted out.

Had to check out a small fire up in the cemetery, this seems to have restarted with the wind, it was left over from the payback crew., put out and doused with water so as not to restart.

127-24: Cemetery Superintendent's Report

The Cemetery Superintendent could not make the meeting, so the Clerk is sending his report to all Cllr's.

128-24: Clerks Report

We have dealt with the usual resident's request during the month.

I have spent most of my time getting everything ready for our internal audit, making sure that all relevant documents were in place and easily accessible.

The internal Audit was conducted on 4th June and a report on this will be given at the agenda item later.

I have asked the internal auditor to book us in for next year's audit, which if all goes well will be in May 2025.

I have started to work through our policies and procedures two of which are on the agenda tonight.

We now have our cheque and pay in books from the bank, not that we will need to use the cheques very much as we also have our debit card as well.

We can now pay in the income from the cemetery and the minibus, I plan to do this next week, we are able to do this at Nat West.

I am working towards trying and get as many of our accounts as possible to be paid by Direct Debit to make the accounting system far easier and stops the hassle of late payments.

129-24. Outside Bodies members reports.

No reports

130-24. Finance

(a) Payments for approval. Proposed by Cllr Bubb and seconded by Cllr Davies
All agreed.

£40	David Hards	Mole Catcher
£57.02	Mustang Washrooms	Toilets x 2
£1250.89	John Caddick	Grounds Maintenance
£1346.89	John Caddick	Grounds Maintenance
£15	P W Needham	Window Cleaner
£199.42	UK Safety	PAT testing
£164.66	Viking	Cleaning materials/toilet rolls

(b) Accounts for approval and signature. Chair and one other Cllr signed.

131-24. To discuss and agree AGAR form.

(a) Section 1 Annual governance Statement to be signed by the Chair and the Clerk.

The Clerk explained what each box in this section means and why we have put a tick in all but box 4. The Clerk explained the reason for this being that the Council did not meet the requirements and he has added a supplementary sheet to explain this to the external auditor.

All Councillors agreed that this was a true statement and section 1 was signed by the Chair and Clerk.

(b) Section 2 Accounting Statements 2023/24 to be signed by the Chair.

The Clerk explained how these figures had been reached and stated that a supplementary sheet has been added explaining any differences.

All Councillor's agreed that this was a true statement of the accounts and section two was signed by the Chair.

Cllr Taylor asked that it noted in the minutes that the Clerk has done a good job and has everything in hand in the short time he has been in post.

132-24. To adopt the following policies.

(a) Code of Conduct.

Proposed by Cllr Bubb and seconded by Cllr Davies All in Agreement.

(b) Internal Controls Policy.

Proposed by Cllr Bubb and seconded by Cllr Betts All in agreement.

(c) Policy on appointment to Committees and Workgroups.

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

133-24. To discuss and decide on grant application.

This is a grant application for Sturry Preschool for the sum of £800, Cllr Bubb asked that all Councillors have had a chance to read the application.

Cllr Taylor asked the representative to state that they are not government funded and that they are a charity, the representative confirmed this.

The Chair asked for a proposer and Cllr Taylor proposed and Cllr Bubb seconded the proposal, with all Clrrs in agreement.

134-24. To discuss and agree the Terms of References for the following Committees.

(a) Staffing Committee.

(b) Events Committee.

Both terms of reference have been checked by the councillors, these were then proposed by Cllr Davies and seconded by Cllr Hogben with one abstention Cllr Taylor. All the rest of the Councillors agreed.

135-24. To elect members to Committees.

(a) Staffing Committee.

Members of this committee:

Cllr Betts

Cllr Isaac

Cllr Hogben

Cllr Bubb

With Cllr Taylor as reserve.

Proposed by Cllr Davies and seconded by Cllr Mitchell. All in agreement.

(b) Finance Committee.

Members of this committee

Cllr Davies

Cllr Bubb

Cllr Taylor

Cllr Wenham

Proposed by Cllr Hogben and seconded by Cllr Birch. All in agreement.

(c) Events Committee.

This is to be brought to full council for any decisions.

136-24. Update on Stephen Bigges Charity.

Stephen Marsh explained what the charity was and how it works, he also stated that the charity was in a bad state at the time when he took over the trusteeship. No accounts had been submitted to the charities commission, which meant that they were removed from the charity's lists.

With there being no signatories for the bank there was a lot of work to get that sorted out and also the cheque book had gone missing. Once the bank was sorted out and new trustees appointed, new signatories were appointed so now they have to have two signatures for signing cheques and everything is now running smoothly.

137-24. Update on Sturry Social Centre Ownership.

Waiting for reports from the solicitors.

138-24. Request from the Canterbury Gurkha and Nepalese Community for an area in the cemetery.

The Council decided that it should set up a meeting with the Cemetery Superintendent and the Gurkha representative to ascertain how many plots would be needed and then report back to the council. The council stated that it would be happy to accommodate this request if there were enough spaces available.

139-24. Update on Centenary Woodland.

It was decided to open up one or two of the Harras fencing panels so that the woodland can be use by the residents.

140-24. To discuss what to do with the Yew tree at the cemetery.

To be brought back to next meeting.

141-24. To discuss and agree on new noticeboards.

It was agreed to get prices for three notice boards and to check with the new estate if there is a possibility to place one on the estate.

142-24. To discuss and agree whether to have a fun fair in August.

Cllr Taylor asked if it would be possible to have a fun fair in the playpark, most Councillors thought this was a good idea, but the logistics would have to be worked out with the owners of the fun fair. It was decided for the Council to meet with the owners and review their licences. The Clerk is to draw up a contract. This item would be brought back to the meeting next month for further discussion and agreement

143-24. To discuss advertising on Parish property or land.

The Clerk is to send a letter to Chapters Coffee shop to explain that it would have been a good idea to ask for permission to use our property.

144-24. To discuss the purchase of a sign for the new Sturry Post Office.

It was discussed about purchasing a direction sign indicating the location of the new Post Office. The Clerk is to source the sign and get prices for the next meeting.

145-24. To discuss the following planning applications.

- (a) CA/24/00757 Foxhill House, Herne Bay Road.**
No comments or objections
- (b) CA/24/00537 Sweech Farm, Herne Bay Road.**
No comments or objections
- (c) CA/24/00792 10 Risdon Close.**
No comments or objections
- (d) CA/24/00797 20 Pleydell Cresent.**
No comments or objections

146-24.

Date for next meeting.

10th July 2024 at Sturry Social Centre.

Meeting closed at 20:32