

Minutes of General Meeting at 7pm on Wednesday 11th December 2024 at Broad Oak Village Hall

Present:

Cllr John Hogben (Vice Chair), Cllr Steve Birch, Cllr Alan Mitchell, Cllr Gill Betts, Cllr Ann Davies and Cllr Chris Gartland
Ken Dekker Clerk, Ken Bullock Cemetery Superintendent and Alan Webster Caretaker

3 residents in attendance

246-24: Apologies for absence

Community Warden R Lithgow and KCC Cllr A Marsh

Public questions.

There were no questions from the public

247-24: 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.

None

248-24: To approve the minutes of the Parish Council Meeting held on Wednesday 13th November 2024.

Proposed by Cllr S Birch and seconded by Cllr. C Gartland All in agreement.

249-24: Matters arising from minutes of the Parish meeting on Wednesday 13th November 2024.

None

250-24: Chairman and Councillors' reports.

Cllr S Birch reported that he had been busy with the payback team and also checking on the work in the playpark, he will be bringing to the next meeting the quote for the goalpost renewal. He also thanked everyone for their input at the Christmas Fayre.

Cllr J Hogben thanked everyone who helped at the Christmas Fayre. He also stated that he wanted to extend his thanks to the Community Warden who stayed all day.

He thanked Cllr G Betts for organising the Christmas dinner last week for all the Councillors, staff and their partners.

Cllr Hogben also stated that we need to arrange for our cleaner to have protection against sharps as we are now suffering with a lot of drug use in the public toilets and the cleaner has to remove the needles from the toilets on a daily basis. The clerk will look into this and source the correct equipment for her, the clerk stated that he has informed the Police about this.

251-24: County and District Councillors' reports.

None

252-24: Community Warden report.

Visible Presence in Sturry - I have been undertaking Visible Presence around Sturry and surrounding areas. I have been checking for flytipping around the Wasteland off Riverview and Hillbrow Ave, and reporting any found to CCC.

I have attended Sturry Parish Council on a weekly basis to see if there were any issues raised by residents. They had received an email from a resident in Heath Close about some plastic road repairs barriers left, they had been there a long time, and no one had collected them. I attended and checked the company name on the barriers against Company House online, to find company had gone into liquidation. I contacted KCC Highways explained the situation and they removed them.

While in Heath Close, I noticed broken glass on the ground from a garage, I located the address in McCarthy Ave, knocked at the door – no reply. The following day I returned and spoke to the occupant, I advised there was a risk to adults, children and pets. He advised he would remove the broken glass immediately.

I have attended the Christmas Switching on of lights in the High St, where I did Visible Presence and liaised with parish council staff and residents.

From January 2025 I will be basing myself mainly in the Sturry Library while working in the Sturry Ward or at Hersden Community Centre when in Hersden. I will also be working half the week in Nailbourne Ward.

I have been asked by my manager to help mentor a new Community Warden when they start in January, this will require me to be on their neighbouring Ward for short period of time, until they are familiar with their area, and how to deal with community issues.

253-24: Village Caretaker's report.

Alan stated that he had been working on getting everything ready for the Christmas Fayre, he had a couple of issues with power supplies for the Christmas lights which he eventually got sorted out. He has tidied up the storage at the cemetery and upstairs in the office. He has also installed the new notice board on the outside of the office.

254-24: Cemetery Superintendent's Report.

Admin Work:

We have dealt with numerous enquiries as business as usual.

Cemetery Database:

Work has continued on adding the interment records from Burial Register 1 (7th June 1933 to 15th Jan 1987) to the database. So far, I have completed 466 (410) Deeds and 674 (603) associated Interments.

Cemetery Other:

Since my last report, we have had 3 full burials and no burials of cremated remains.

I currently have 1 full burial and 1 burial of cremated remains pending.

We have not carried out any further safety surveys of the monuments. I have informed the successful Stone Mason of the Council's approval to carry out repairs to 20 headstones. Work on this will commence in spring.

I have published on our website, the revised cemetery regulations as agreed at the last council meeting.

I as requested have 3 quotes for planting of the new hedge on the southern border of the Cemetery (agenda item).

Dealing with the various applications for the Christmas Fayre took quite a lot of my time during November.

255-24: Clerks Report.

We have dealt with general enquiries as usual during the month

I have been working with the finance committee to get the budget set for 2024/2025

From this the precept will be set. This is an agenda item

I have also set new figures for the Earmarked Reserves which will be explained at the agenda item later.

Assisting with the arrangements for the Christmas Fayre.

Assisting with the putting up of the Christmas lights and trying to solve a couple of minor problems with supplies for these lights.

General admin duties along with keeping the cashbook up to date.

As you may not have noticed but the window in the office is now void of paper, the new notice board is now in operation.

I would like to thank Ken and Alan for their determination and hard work on the day of the Christmas Fayre, I think Alan was the first on site and the last to leave in the evening once everything was cleared away.

256-24: Outside Bodies members reports.

None

257-24: Finance

(a) Payments for approval. Proposed by Cllr. J Hogben and seconded by Cllr. C Gartland and all in agreement.

£25	Canterbury City Council	Admin fee for licence
£29.37	Amazon	Office equipment
£128.57	Westley hire	Cemetery toilet
£72	Heron WG	Dog walking area signs
£492	Up and Out Platforms	Christmas lights
£255	Meadow Grange	Christmas Tree
£324	Safety Inspections	Wheelchair lift Minibus x 2
£18.44	Alan Webster	B&Q Drill bits
£6.77	Steve Birch	B&Q Wood & screws for signs
£31	Alan Webster	B&Q Extension Leads
£1250.89	J Caddick	Grounds Maintenance

(b) Accounts for approval and signature. Two Councillors signed.

258-24. To Discuss and agree Budget and set Precept for the year 2025/2026

Cllr A Davies explained how the Finance Committee had come up with this years figures and explained why there was a need to increase the precept this year. There is a major increase due to the higher NI payments by an employer and general cost of living increase.

The precept will be set at £115969 for the year 2025/26

The increase equates on average to £4.35 per household per year.

The budget was proposed by Cllr J Hogben and seconded by Cllr A Mitchell and all in agreement.

The Clerk/RFO explained that the earmarked reserve figures needed updating as these have been the same since 2019, when the monies for the new Herden Parish Council should have been taken from them. The new figures are more in line with what we should have in earmarked reserves and with a 6 months general reserve of working capital.

259-24. To Discuss and agree purchase of a defibrillator to be sited at the Parish Office.

Cllr Gartland stated that as far as he knows there is not a public defibrillator in the High Street. He said that there is one at the station but if the barrier is down, it would be difficult to obtain it in time. It was proposed by Cllr G Betts to purchase one and have it mounted on the wall outside the office, this was seconded by Cllr J Hogben and all in agreement.

260-24. To Discuss and agree on co-option of a candidate for Councillor.

There was a discussion, and questions were asked from both parties and the Council decided unanimously to Co-opt Kathleen Warner onto the Council.

261-24. To Discuss and agree options for hedging of cemetery south border.

There was a discussion between the Councillors over the three quotes provided and it was proposed to go with Haywood's. This was proposed by Cllr C Gartland and seconded by Cllr A Mitchell and all in agreement.

262-24. To Discuss and agree how to distribute the remaining children's Christmas presents left over from the fayre.

It was proposed by Cllr J Hogben and seconded by Cllr S Birch to distribute the presents to local schools, nurseries and Barnados. All in agreement.

263-24. To Discuss and agree on grant application by Broad Oak Village Hall.

After a discussion between the Cllrs and the representative from the Village Hall it was decided that the amount that had been requested was far too high and that the Council could only grant the application for the purchase of the new chairs. This was proposed by Cllr J Hogben and seconded by Cllr S Birch, all in agreement

264-24. The office will be closed for the Christmas holidays from Monday 23rd Dec 2024 to 1st Jan 2025 inclusive.

Date for next meeting.

It was agreed that due to the Christmas break the next meeting will be on 15th January 2025 at Sturry Social Centre.

Meeting close at 20:16

DRAFT