

**Minutes of General Meeting at 7pm on Wednesday 9<sup>th</sup> April 2025 at Broad Oak Village Hall**

**Present:**

Cllr Ashley Bubb, Cllr John Hogben, Cllr Steve Birch, Cllr Alan Mitchell,  
Cllr. Gill Betts, Cllr Anne Dekker, Cllr Kathleen Warner and  
Cllr Chris Gartland  
Ken Dekker Clerk, Ken Bullock Cemetery Superintendent and Alan Webster  
Caretaker  
Community Warden Roger Lithgow  
3 residents in attendance

**69-25: Apologies for absence**

KCC Cllr Alan Marsh who is in Purdah  
Cllr Ann Davies who is ill

**Public questions.**

One resident explained why the Grant application has been changed. This will be discussed further at the item 82-25

**70-25: 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 Warner stated that she had an interest in item 82-25

**71-25: To approve the minutes of the Parish Council Meeting held on Wednesday 12<sup>th</sup> March 2025.**

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

**72-25: Matters arising from minutes of the Parish meeting on Wednesday 12<sup>th</sup> March 2025**

None

**73-25: Chairman and Councillors' reports.**

Cllr Betts asked Cllrs for any contributions for the Link In magazine and that she explained why the page was not included this month. She also stated that the Church would like to have a representative from the Parish Council at their meetings.  
Cllr Birch thanked Cllr Gartland for helping with the mini goals  
He is really busy with Payback at the weekends, the hedging has

been planted and now just needs to be kept watered.  
Sarah Goddard is going to help with planting of the rest of the flowers but this is the last that she is going to help with.  
Cllr Betts has asked if we could send Sarah a letter of thanks, the Clerk to set this in motion.  
Cllr Dekker stated that she attended the Southeast Water engagement meeting for the reservoir.  
She also attended the weekly visit of the Police and reported several matters to them.  
She gave an update on Cllr Brabham who had an accident at the joint Parish Councils meeting.

**74-25: County and District Councillors' reports.**

None

**75-25: Community Warden report.**

He stated that he has not been around very much this month he has had to move house twice. He is still monitoring the new warden who is shadowing him when he is in Sturry.  
He has had to report a lot of fly tipping between Copt Close and River View. Cllr Bubb asked if it would help if a gate could be fitted and if this would help stop this happening. Clerk to email CCC Cllrs.  
He has had a word with the people parking on the grass at the bottom of McCarthy Ave as this is not allowed.

**76-25: Village Caretaker's report.**

I have carried out my usual duties over the month.  
I have been busy getting rid of the old goal posts from the playpark, he has topped up several graves and he has moved the topsoil from the car park to the storage bin in the cemetery.

**77-25: Cemetery Superintendent's Report.**

**Admin Work:**

We have dealt with numerous enquiries as usual.

**Cemetery Database:**

I have completed work on adding the missing interment records into our Rialta Cemetery Database.

The database now contains details of 1,576 Interments.

My next task will be to commence quality checking of the records, fixing any anomalies and adding any missing information should it prove possible to obtain that information.

The fact that as well as the database, I now have a complete set of records in a spreadsheet, will make the task of quality checking and identifying anomalies very much easier.

**Cemetery Other:**

Since my last report, we have had 1 full burial.  
I currently have 1 further full burial, and 1 burial of cremated remains booked.

We have had one new monument erected in the cemetery this last month.

I have also approved an application for a new plaque on the memorial wall.

We have completed surveying the monuments for Area D (146 plots) for safety checks.

As you are aware, we have had an incident of damage by contractors in the Cemetery (Agenda Item).

Cemetery income for the financial year 2024/2025 was £13,250, this is down from £15,540 in 2023/2024.

**78-25: Clerks Report.**

Usual admin duties throughout the month.

The small goals have been installed, and I must say that they are getting well used as are the larger ones and the nets seem to be lasting well.

I attended the solicitors with Cllr Hogben, and I will report on this at the agenda item later.

Now that the insurance claim has been settled, I have instigated the repair of the fence and the garage door. Since writing this the fence has been repaired and the perimeter is secure again.

Most of this month has been taken up with getting the accounts sorted for the end of year and for both the internal and external audits.

I have also been busy with getting the grounds maintenance contract sorted with the Finance Committee as you can see this is an item later in the agenda.

We had a good turnout for the joint Parish Council meeting on the 28<sup>th</sup> March, in total there were 15 Councillors and 2 clerks.

I do believe that the remaining notice boards are to be installed on Friday.

I read out a letter from KCC regarding the signage for the post office and also the missing sign on Herne Bay Road.

I have again reported to the Police regarding the drug usage at the toilets and also about finding used hypodermics in the flower bed outside.

The minibus has been in for its annual service and MOT.

I have received a letter from KCC regarding the post office signs and also the missing road sign on Herne Bay Road. Highways improvements are going to get in touch with me regarding the positions of the post office signs and that they are also aware of the missing sign.

#### **79-25: Outside Bodies members reports.**

Cllr Mitchell stated that the residents of the Barrett's estate will be holding their annual easter egg hunt.

#### **80-25: Finance**

**(a) Payments for approval.** Proposed by Cllr. Bubb and seconded by Cllr. Hogben and all in agreement.

£1954.13	KALC	Membership fee
£100	Canterbury City Council	Licence to use land off Mill Road.
£85.53	Mustang Washrooms	This month's invoice and two outstanding.
£105	ICCM	Membership fee
£86.35	Viking	Office supplies
£1250.89	J Caddick	Grounds Maintenance
£29.97	Amazon	Tie wraps

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

#### **81-25. To Discuss and agree renewal of our KALC membership.**

Cllr Bubb asked if we have used KALC over the last year and the Clerk confirmed he had on several occasions he had the need to use them. Cllr Dekker stated that in the future the Council would need the assistance of KALC once Devolution has happened.

Proposed by Cllr Bubb and seconded by Cllr Hogben and all in agreement

#### **82-25 To Discuss and agree Grant application by SABORA.**

It was originally stated that the application would be for the cost of the entertainer on the Friday evening, but he would like the event to be ticketed because of this the application has been changed to a grant for possibly 50% of the cost of organising the weekend event.

Cllr Dekker asked if the original application was for a percentage or the whole cost of the evening, the resident stated that it was for the whole cost. She stated that this could set a precedent for next year's event so could it be agreed that we will be giving the grant for a set sum rather than the percentage. All Cllrs agreed that would be the case.

The grant was proposed on these lines by Cllr Hogben and seconded by Cllr Birch, Cllr Warden Abstained, and the rest agreed.

**83-25 To Discuss and agree to get quotes for the remaining four years work by a tree surgeon in Centenary Woodlands as per the management plan.**

There was some discussion on this, and the outcome was that it would be difficult for anyone to do this as it would be impossible to calculate costs that far ahead.

Cllr Bubb suggested bringing back to Council to discuss in more detail, the Clerk asked for this to be on the agenda for June's meeting, this was agreed.

There was a discussion on the requirement for getting three quotes, the Clerk stated that the Finance Committee are going to review the Financial Regulations at their next meeting regarding this item.

**84-25. To Discuss and agree doing a trial with a small part of the path in the dog walking area.**

Cllr Gartland explained what the trial was, and it would only cover an area of possibly 3 to 4 meters from the gate and if it worked then the rest of the path could be done in this way.

The Clerk asked if this was being done to the specifications produced by Cllr Davies, he was told it was not and that it was only a trial.

The trial was proposed by Cllr Birch and seconded by Cllr Mitchell, Cllr Bubb abstained, the rest agreed.

**85-25. To Discuss and agree to send out the tenders for the Grounds Maintenance Contract.**

The members of the Finance Committee stated that they had reviewed the contract and made several adjustments, the revised documents had been circulated to all Cllrs for their comments.

The Chair asked if there were any comments if not then the Council is in agreement that the tenders, be sent out. All Cllrs agreed.

**86-25. Update regarding the damage in the cemetery.**

The Cemetery Supt. Explained what he had done so far, by way of getting two estimates for the repair work. He also explained that the stone mason would like to divide the cost.

Cllr Bubb suggested that we should get our insurance involved. Cemetery Supt. To instigate this. Council in agreement.

**87-25. Update on visit to the solicitor regarding Sturry Social Centre.**

The Clerk stated that he and Cllr Hogben had visited the Solicitors for an explanation of the Conveyance and Trust Deed document. The solicitor explained that indeed the Social Centre had been conveyed to the Parish

Council for free and that the Council were now Custodian Trustee of the property. The rest of the document consists of how the committee is to be set up and run, there is one section regarding the sale of the property, but this was a bit ambiguous.

He stated that he would send his full report to us by post as of today this still has not arrived and he also stated that we should try and find the original deeds to the property and also the original conveyance and trust deed so that we could register the property in our name.

**88-25. Update on lighting the beacon for the 80<sup>th</sup> anniversary of VE day on the 8<sup>th</sup> May 2025.**

Cllr Hogben said that he is going to get the burner checked and made ready for the night.

He also stated that Cllr Taylor have nothing to do with any arrangements after being let down at the last minute for the joint Parish meeting.

Check to make sure that the trees are at a safe distance from the burner  
The Clerk stated that all relevant paperwork is in order.

It was suggested to put posters up in the residential homes and to try and get a Gurkha or an Ex-military DL for the lighting.  
Posters to be made and printed.

**89-25 Update on the Annual Parish Meeting.**

The school has been booked (30<sup>th</sup> April) with all the appropriate paperwork in place.

We have two speakers for the evening.

Cllr Warner said that she would help with the refreshments.

The Clerk to purchase what is needed.

**90-25 Planning applications.**

**CA/25/00400**

Jacobi Jayne Wealden Forest Park

Two-storey extension to existing warehouse together with 2 single-storey warehouse buildings following demolition of existing building.

No objections

**CA/2500354**

Montrose 4 Sturry Hill

Two-storey rear extension and single-storey rear extension together with single-storey side extension including garage following demolition of existing garage.

No objections

**91-25 Before the next meeting could all Councillors email the Clerk which committees and any outside bodies they would like to be to be on next year.**

Clerk to send out lists of all committees and outside bodies.

**Date for next meeting.**

AGM 14<sup>th</sup> May 2025 Sturry Social Centre.

Meeting close at 20:16

DRAFT