

# CHART SUTTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON MONDAY 14<sup>TH</sup> JUNE 2021 AT CHART SUTTON VILLAGE HALL

**PRESENT:** - Cllr P Forknall in the Chair, together with Cllrs S Waring, V Underdown, C Webb, M FitzGerald MBE, P Ward and Miss T Jenkins, Clerk.

**IN ATTENDANCE:** - Eight parishioners were present for the Public Open Session only. Borough Cllr S Munford and County Cllr L Parfitt-Reid were present until item 12.3. One parishioner was present throughout.

### PUBLIC OPEN SESSION

Several parishioners spoke and read out letters complaining about the lack of footpaths and speeding vehicles through the village. The area has become a rat-run, and is especially dangerous for pedestrians. The main areas of concern are Back Lane, Amber Lane, Warmlake Road and Chart Hill Road. Suggestions included speed bumps/humps (which are not permitted on bus routes), speed tables (suitable for bus routes?), build outs (which were thought to be dangerous) and speed indicator devices. There was a request for the police to do speed checks for vehicles approaching from Amber Lane. One parishioner requested an 'Unsuitable for HGVs' sign in the village to prevent HGV's turning into Chart Hill Road. Cllr Parfitt-Reid has already requested a meeting with Highways, and the Clerk was asked to pass details of these issues to Cllr Parfitt-Reid

#### 1. APOLOGIES

No apologies were received.

#### 2. FILMING OF MEETINGS

There were no requests for notification of whether anyone intends to film, photograph or record any items.

#### 3. DECLARATIONS OF INTEREST

Cllr FitzGerald & Cllr Underdown declared an interest for item 13.4.

#### 4. REQUESTS FOR DISPENSATIONS

There were no requests for dispensation.

#### 5. MINUTES OF MEETING HELD ON 17<sup>TH</sup> MAY 2021

Cllrs proposed, seconded and resolved "that the draft Minutes be approved as a correct record". This was **Agreed** and the Chairman was authorised to sign off the official copy.

#### 6. POLICE MATTERS

PCSO Gardner advised that there were two crimes reported in May:- Theft from a motor vehicle – number plates (Brishing Road) and attempted burglary - nothing stolen – (Chart Corner). It was **Noted** that the shop burglary was not on the PCSO report. Community Warden Lovatt reported that she had spoken with the PCSO following the shop break in and that CCTV images have been circulated. There have been several large incidents of flytipping in nearby areas. Residents are asked to ensure that they ask to see the persons waste transfer licence prior to having waste items collected and that they are in receipt of waste transfer paperwork.

The Clerk was asked to enquire when we can expect to see a Police presence in the village again.

#### 7. PARISH COUNCILLOR VACANCY

A parishioner was in attendance to get a feel for what the vacancy would entail.

## 8. FOOTBALL PITCH LICENCES FOR 2021/22

Members discussed the arrangements for the next year. Cllrs proposed, seconded and resolved “**to offer Licences to one team each from Maidstone Inter and Coxheath and two teams from Bearsted for next season at £525 for 12 matches with each additional match incurring a charge of £45.00**”. Members **Noted** that Bearsted FC had overpaid last season, which was to be rolled over to this season (as previously agreed). Members asked the Clerk to arrange for the setting out of the football pitch in early-August prior to the start of the season.

Members discussed the complaint from a parishioner regarding the parking/conduct of the footballers at the weekend. The Clerk/Cllr Waring were investigating this with the teams concerned. Cllr Waring agreed to paint the white line (as previously agreed) before the start of the next season.

## 9. NOTICEBOARDS

Members **Noted** that Mr Underdown had done an excellent job of refurbishing the five noticeboards and had spent 107 hours on the project. Cllrs proposed, seconded and resolved “**that Mr Underdown be given £200 for refurbishing the noticeboards**”. This was **Agreed** and the Clerk was asked to issue a cheque at the next meeting. NB. Cllr Underdown abstained from taking part in the discussions.

## 10. THREE-YEAR STRATEGY

Members briefly discussed the following items:-

- a) 30mph Limit on B2163 – to be discussed with Highways/Cllr Parfitt-Reid.
- b) Electrical Charging Points – at village hall/memorial field? Village hall committee to attend the Rural Kent zoom meeting.
- c) Provision of Car Park at Memorial Field – Landowner to be approached. PF to find out who landowner is.
- d) Tree Preservation Orders – MBC have a list of TPO’s.
- e) Queen’s Platinum Jubilee – MF to organise a sub-committee. VU to ask if Amenities Committee want to get involved.
- f) Hourly Bus Service – SM agreed to assist/support MF.
- g) Village Hall Purchase of Freehold – Village Hall Committee to enquire with landowner. PF to find out who landowner is.
- h) Purchase of Garage Site adjacent to Village Green – Shop Committee could borrow for purchase of site but would require Parish Council backing. Could move shop/parish office into old garage?
- i) Review of Public Footpaths – with a view to improve accessibility/ re-visit work undertaken in early 2000’s, including boundary stones.
- j) Communication with Residents – possible email/what’s app/Facebook group – will need a volunteer to co-ordinate/send communications. Paper newsletter may become obsolete, as everything moving online.
- k) New Pavilion – possibly a future project?

## 11. PARKING AT JUNCTION OF CHART ROAD/CHART HILL ROAD

Members discussed the issues of vehicles parking on Chart Hill Road near the junction of Chart Road. It was **Agreed** that this would be added to the list of issues to be discussed at the meeting with Highways/County Cllr Parfitt-Reid.

## 12. MATTERS OF REPORT

### 12.1 County and Borough Councillors Report

Borough Cllr Munford advised that following the elections, the Conservative party now has a majority at MBC. SM provided an update on the Local Plan review, and advised the committees that he sits on. SM advised that Boughton Monchelsea faced similar Highways issues as Chart Sutton, and gave an overview of what BMPC had done. County Cllr Parfitt-Reid advised that she is new to the role and has had briefings on how the departments work. KCC have spent a lot of time on the issue of unaccompanied children coming into Kent. Cllr Parfitt-Reid will set up a meeting with Highways & will support the Parish Council where she can.

### 12.2 Chairman’s Report

The Chairman had obtained the wood for the new village sign post. Yesterday rubbish had been thrown along the B2163, containing nails/tacks and ash.

### 12.3 Individual Councillor’s Reports

SW reported the Cubs were litterpicking in the village tonight. CW asked if the triangle on Green Lane could be smartened up with kerbing & planting a tree? CW reported that the Church event on the village green raised over £400. Another event is planned for 31<sup>st</sup> July (tea party), with tickets to be sold in the shop. The entrance gate to the churchyard has been repaired, an excellent job.

## 12.4 Clerk's Report

### 12.4.1 Data Protection Act

Members **Noted** that the Council's registration for the Data Protection Act 1998 has been renewed with the Information Commissioner's Office at the annual cost of £35 and will expire on 22 May 2022.

## 13. FINANCE

### 13.1 Budget Monitoring

The Budget Monitoring Report to 31<sup>st</sup> May 2021 was **Noted**.

### 13.2 To note Income received since last meeting

Members **Noted** payments received during the period as follows:

HSBC Interest May 21	£0.62
HMRC Refund re PAYE/NI overpayment	£7.49
Tfr fm BMM to C/A 11/05/21	£3000.00
Parish Services Scheme 1 <sup>st</sup> instalment	£965.50

### 13.3 To approve payments already made

Cllrs proposed, seconded and resolved **"that the following payments should be ratified"**. This was **Agreed**.

D/D – NEST – employer/employee pension payment for May £167.48

### 13.4 To resolve to make payments as presented for signature

Cllrs proposed, seconded and resolved **"that the Council approve the following payments"**. This was **Agreed**.

101683 – Miss T Jenkins – expenses Apr 21	£167.05
101684 – Adam Whitehead – Litterpick – Apr 21	£24.00
101685 – HMRC (National Insurance – period ending 05/06/21)	£18.34
101686 – P Underdown – refund of materials re refurbishment of noticeboards	£21.56
101687 – SLCC – annual subscription	£166.00
101688 – EDF – pavilion electricity	£26.17
101689 – Castle Water	£28.53
101690 – Maidstone Borough Council - Sweep/Litterpick Apr 21	£84.02
101691 – M FitzGerald – Apr VN production	£400.00
101692 – V Underdown – reimbursement re new speedwatch tripod bag	£15.00
101693 – DA Edwards – wooden post for village green	£130.00

### 13.5 Revised Mandate for HSBC Bank Account

Cllrs proposed, seconded and resolved **"that following the recent election a new mandate be completed and that the following resolution should be passed"**:-

- “(i) That a bank account or accounts be continued with HSBC UK Bank plc (the “Bank”) and the Bank is authorised to:  
act on any Instructions provided they have been given by those persons named in the Specimen Signature section (or authorised by persons in accordance with the applicable authorisation requirement(s)).  
“Instructions” means
- Cheques or any other payment instructions signed on behalf of the Chart Sutton Parish Council (the “Council”) and any payment instructions which have been duly authorised otherwise than in writing, whether any account of the Council is in debit or credit;
  - Any instructions to stop a payment on behalf of the Council, received by the Bank in accordance with the applicable provision in the Business Banking Terms and Conditions at that time;
  - Instructions to deliver any item held on behalf of the Council by the Bank in safe keeping;
  - Any other instructions in respect of any other transaction with the Bank (including the opening of additional account(s) and closing of any account(s)).

- e) accept that any one Councillor OR the Clerk to the Council, each acting alone, may authorise transfers between accounts of the Council with the Bank.
- (ii) That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.
- (iii) That the Clerk is authorised to supply the Bank, as and when necessary, with lists of instructions on behalf of the Council, and that the Bank may rely upon such lists.
- (iv) That the Council accepts the account(s) and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions as amended from time to time, together with any terms and conditions in respect of specific products and services requested by the Council.
- (v) That these resolutions be communicated to the Bank and remain in force until cancelled by notice in writing to the Bank, signed by the Chairperson or Clerk from time to time acting or claiming to act on behalf of the Council, and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not”.

**14. DATE OF NEXT MEETING**

Members **Noted** the next Meeting will be held on Monday 12<sup>th</sup> July 2021 at Chart Sutton Village Hall.

**There being no further matters to be discussed, the meeting closed at 9.40pm.**