

BEKESBOURNE WITH PATRIXBOURNE PARISH COUNCIL

Minutes of the meeting held on Monday 12th June 2023 at 7:30pm at Bekesbourne Village Hall

Minutes to be formally agreed at the next meeting.

- 1. Those Present:** Parish Cllr David Sladden (Chairman)
Parish Cllr Andrea Nicholson
Parish Cllr Joanne Watt
Parish Cllr Mark Rhodes
Parish Cllr Christine Ash
Mrs Nicola Purcell, Clerk & Responsible Finance Officer

There was 2 members of the public present.

- 2. Receive apologies.**

Parish Cllr Christine Sladden
Parish Cllr Mary Evans

- 3. Declarations of councillor interests relevant to this agenda**

M. Rhodes declared an interest in item 15- as an allotment tenant.

- 4. To confirm minutes of the previous meeting (held on 13th May 2023)**

It was proposed by M.Rhodes and seconded by J.Watt that the minutes from the meeting held on the 13th May 2023 are a true and accurate record.

Outcome: 4 votes in favour, 1 abstain- motion carried.

The chair therefore signed the minutes accordingly.

- 5. To report any matters arising (from the previous meeting not covered elsewhere on the agenda)**

None

The meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the parish of Bekesbourne with Patrixbourne present at the meeting.

- 6. Public representation** (*notified to the clerk in advance of the meeting, agenda items only*)

None

- 7. External Reports**

- 7.1 County Councillor Reports**

Not due as only 3 weeks since last meeting.

- 7.2 City Councillor Reports**

CCC Cllr Lee Castle's report has been circulated to councillors, Cllr Castle added that he has received concerns regarding change of use to a parcel of land off of Bekesbourne Hill. He will keep the PC informed on progress on the matter.

Parish Council meeting resumes

- 8. Parish Clerk report**

ROSPA have now been instructed to carry out the annual playground inspection. This should be taking place in July.

Updated insurance to include the Zip line and this has now been paid. The clerk will look into appropriate signage for the play equipment at the recommendation of the insurers.

9. Any s101 Delegated Authority items to be noted by council.

None

10. Any updates from representatives for external groups (if any)

10.1 Recreation Ground Management Committee

In the absence of Cllr Evans, Cllr Nicholson reported on behalf of the RGMC: there have been incidents of families using disposable BBQ's on the recreation ground. Whilst the families may feel they are taking care with them and removing the rubbish afterwards, they still pose various risks having them on the grounds. Nicola is to print something for the noticeboard temporarily asking people not to use them.

10.2 Village Hall Management Committee

Cllr Watt reported that the VHMC's AGM will take place on Wednesday 21st June 7pm at the village hall. All welcome.

10.3 The River Group

No Update

10.4 KALC

No update, next meeting on Wednesday 21st June at 7.30pm

10.5 A257 Traffic Management Group

No update, next meeting on Saturday 8th July.

11. Highways Matters

11.1 Any updates

As requested, the clerk has received some photographs demonstrating the poor state of the highways signage and roads in the parish, and will compile an email in response to the HIP update, asking for support from KCC to rectify this. Cllr Castle requested to be CC'd into any correspondence regarding this.

11.2 Any new matters

The footway along School Lane from Bifrons Road is severely overgrown, making it difficult for pedestrians to walk along the footpath. It was also mentioned that there is also Poison Hemlock present. Nicola will report to KCC.

Cllr Ash noted that KCC Highways have done an excellent job of cutting the verge at the bottom of Bekesbourne Hill at the junction with School Lane. Nicola to pass on feedback to KCC and enquire when the verge on Chalkpit Hill is scheduled to be cut.

12. Finance Matters

12.1 To note May/June payment schedule & approve any new payments.

Payments made since last meeting:

Date	Type	Payment	Amount
26.5.23	FPO	Village Hall hire for council year 2023-24	£168.00
26.5.23	FPO	Clerk Expenses for ink	£48.79
26.5.23	FPO	Insurance	£1313.93
31.5.23	SO	Clerks Salary	As per salary sheet

Payments Due for Approval:

Date	Type	Payment	Amount
		Clerk expenses for Councillor Pack Printing. (Invoice no 13596)	£91.00

It was proposed by C.Ash and seconded by M.Rhodes that the payments due for approval as listed above be paid.

Outcome: All in favour, motion carried.

It was therefore proposed by M.Rhodes and seconded by A.Nicholson that the June Payment Schedule be accepted.

Outcome: All in favour, motion carried.

12.2 Year End 2022/2023

Council were presented with the year end accounts, as at 31st March 2023 showing the income and expenditure for the year and the bank reconciliation.

12.3 Annual Review of Risk

The Parish Clerk has completed the annual risk assessment for the council and circulated.

12.4 Annual Internal Audit Report 2022/2023

This has been received, council have read and acknowledge the report. There are no matters to action.

12.5 Annual Governance and Accountability Return 2021/2023

The Council considered and approved the Statement of Internal Control for the year ending 31st March 2023. The chair and Clerk signed the statement on behalf of the council.

The Council considered and approved the Annual Governance Statement for 2022-23. The Chair and Clerk signed and dated the statement on behalf of the council.

The Council considered and approved the Accounting Statements and supporting documents as provided by the Responsible Finance Officer who had prior to the meeting signed and dated the accounting statement on behalf of the council.

The Council noted the period for the Exercise of Public Rights to be from Thursday 15th June 2023 to Wednesday 26th July 2023.

13. Planning

13.1 No New applications

13.2 Updates (If any)

None

14. Campaign for the Protection of Rural England (CPRE)

Council considered the benefits of joining CPRE.

It was proposed by A. Nicholson and seconded by M. Rhodes that the council pay a membership of £36pa to join CPRE.

Outcome: all in favour, motion carried.

15. Allotments

Cllr Rhodes declared an interest in this agenda item as an allotment tenant.

Photographs have been received showing damage to a supporting structure of the fence at the allotments.

The Clerk is to seek a quote for repair and bring it back to councillors.

16. Councillor Vacancies & Co-Option

The council currently has two vacancies. An application has been received from C. Tuffey, and circulated to councillors.

C. Tuffey introduced herself to councillors, and an opportunity was given for councillors to ask any questions.

It was proposed by M. Rhodes and seconded by A. Nicholson to co-opt C. Tuffey on to the council.

Outcome: All in favour, motion carried.

17. Next Meeting Date:

Monday 10th July 2023, 7:30 pm at Bekesbourne Village Hall.

18. Items for Next Agenda

None requested.

- Meeting ended 8:27pm -

It was agreed that these minutes are a true and accurate record:

Signed: _____ (Chair)

Date: _____