

TUNSTALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 6 June 2016

Present: Cllr Lee Burgess (Chairman), Cllr Roger Sills (Vice Chairman), Cllr Ian Davison, Cllr Wendy Harwood, Cllr David Nutting and Mrs W Licence (Clerk).

Also present were SBCllr George Samuel and eight members of the public.

REPORTS FROM MEMBERS OF THE PUBLIC

Cllr Burgess welcomed everyone to the meeting and opened the public time.

A member of the public reported that the pothole in Hearts Delight Road had been filled but one of the drains is blocked.

ACTION: Cllr Burgess will report the blocked drain.

1. APOLOGIES

Apologies had received from Derek Conway (attending another meeting): apologies noted. Cllr Burgess reported that there have been two resignations from Cllr Senior and Cllr Spicer and thanked them for the work they have done on the Parish Council. Cllr Burgess thanked Cllr Spicer for her work in respect of Tunstall School and thanked Cllr Senior for his work on Speed Watch.

2. DECLARATIONS OF INTEREST

None were declared.

3. VACANCIES FOR CO-OPTED COUNCILLOR

Cllr Burgess thanked those who had put their names forward for co-option onto the Council. The Parish Council is only able to co-opt two Members and will be able to co-opt two further Members next month if no election is called.

Councillors considered the candidates for Councillor and Wendy Harwood and David Nutting were duly elected as Councillors and signed their declaration of interests in the presence of the Clerk and joined the Council for the meeting.

There were no declarations of interests.

4. MINUTES OF THE ANNUAL PARISH MEETING, ANNUAL PARISH COUNCIL MEETING AND PARISH COUNCIL MEETING HELD ON 4 MAY 2016

Councillors considered the draft minutes. Cllr Davison **PROPOSED** to accept the minutes of the Annual Parish Meeting and the Annual Parish Council held on 4 May; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**. Cllr Burgess duly signed the minutes as a true record of the meetings.

5. MATTERS ARISING FROM THE MINUTES

i. Tunstall Together

Cllr Burgess said that Tunstall Together is being held in the Village Hall on 11 June to celebrate the Queen's 90th Birthday and will be a well-received event in the village with all different user groups attending.

Cllr Sills said that he hoped the Parish Council will have some interesting things to display.

ACTION: Clerk and Cllr Burgess to consider suitable items for the event.

IT WAS AGREED UNANIMOUSLY for the Parish Council to pay for the children's teas at the event.

ii. Any other matter arising from the minutes

There were no other matters arising.

6. NEIGHBOURHOOD WATCH

The Clerk has requested forms from John Haddaway, Neighbourhood Watch Co-ordinator.

It was AGREED to ask the new Co-ordinator to attend a Parish Council meeting.

7. SPEED WATCH

Cllr Burgess informed Members that Mr Senior has asked for someone to take on the role of Speed Watch co-ordinator.

Cllr Sills PROPOSED that Mr Cook take over the Speed Watch working party, **AGREED UNANIMOUSLY.**

8. KENT SCIENCE PARK

No update has been received

9. SCHOOL

Cllr Burgess said that a concern has been raised about inconsiderate parking during the May Day celebrations at the school.

Councillors considered whether it was appropriate to take action on the matter and noted that this was the first function at the new school building.

ACTION: Clerk to write to the Head Teacher to request that vehicles should be parked considerately at future events.

7.05pm SBCllr Samuel arrived

10. PLANNING

i. Application: 16/503031/FULL

Address: 4 Fernleigh Sittingbourne Kent ME10 1SQ

Proposal: Burghley 2.4m summerhouse to be erected in the rear garden

Councillors considered this application and had no comments to make.

ii. Application: 16/504208/FULL

Address: 39 Woodside Gardens Sittingbourne Kent ME10 1SG

Proposal: Erection of single storey rear extension, loft conversion with roof alterations, insertion of rear dormer and changes to fenestration and doors.

Cllr Burgess said this application is just outside boundary.

Councillors considered this application and had no comments to make.

iii. Application: 16/504006/FULL

Address: Woodstock Residential Home 80 Woodstock Road Sittingbourne ME10 4HN

Proposal: Change of use of managers office and administration building to staff residential accommodation

Cllr Burgess informed members that Planning have advised 80 and 82 Woodstock Road are used as Woodstock residential home. No. 80 is within Woodstock ward, whilst no. 82 is within Tunstall Parish Council. The application relates to a building within the curtilage of no.82 Woodstock Road.

Councillors considered this application and had no comments to make.

iv. Application: 16/504233/FULL

Address: 63 Roseleigh Road Sittingbourne Kent ME10 1RR

Proposal: Proposed new ground and first floor extension.

Councillors considered this application and had no comments to make.

v. Application: 16/504162/FULL

Address: 122 Sterling Road Tunstall Kent ME10 1SW

Proposal: Demolition of a detached garage and erection of a two storey extension to side and rear

Councillors considered this application and had no comments to make.

vi. 16/504296/SUB

89 Park Drive Sittingbourne Kent ME10 1RD

Submission of details pursuant to conditions 2 (Details of Materials), and 3 (Hard & Soft Landscaping Details) of planning application SW/13/1351.

Councillors considered this application and had no comments to make.

vii. Any planning matter received before 6 June 2016

Cllr Sills is going to the briefing session on the proposed modifications to the Local Plan and information on the public consultation that follows in the Council Chamber, Swale House at 7pm on Thursday 16 June. The Council can send two representatives.

11. NEIGHBOURHOOD PLAN

Councillors considered whether to proceed with a Neighbourhood Plan and were concerned about the cost and the overall effectiveness of a plan and AGREED not to take the item forward.

12. REPORTS FROM MEMBERS

Cllr Sills reported that he had attended the Dynamic Councillors course in April and that it was very interesting and it was also very good to be able to meet other Councillors.

Cllr Nutting informed Members that he is the Chairman of the Village Hall Committee and that Tunstall Together is planned for Saturday 11 June and many people have shown enthusiasm towards the event.

Cllr Burgess reported he is still trying to get the Highways Steward to look at the pot hole near the church which has been unsuccessfully repaired.

The Parish Council can have two KALC representatives; IT WAS AGREED that Cllr Davison would be a representative and it was hoped that another Councillor will come forward next month.

To receive reports from Councillors serving on outside bodies.

Cllr Sills agreed to edit the newsletter.

13. FINANCE

i. Annual Governance Statement

Councillors considered the annual governance statement and **AGREED UNANIMOUSLY** to accept the Annual Governance Statement which the Chairmen duly completed and signed.

ii. Annual Return for the Year Ended 31 March 2016

Councillors considered the Annual Return and **AGREED UNANIMOUSLY** to accept the Annual Return which the Chairmen duly signed.

iii. National Salary Awards

Councillors considered the National Salary Awards 2016/17 and 2017/18 and AGREED to adopt them.

iv. Accounts and Cheques raised

	Chq. No	Payable to	Reason	Amount
06.06.2016	1117	Mrs W Licence	Salary Expenses TOTAL	£222.32 £21.99 £244.31
06.06.2016	1118	Tunstall PCC	Hire of Midwinter Room: Parish Council meeting £15.00	£15.00
06.06.2016	1119	CANCELLED		
06.06.2016	1120	E-on	Electricity	£36.61

Councillors considered the cheques raised and Cllr Davison **PROPOSED** to sign the cheques; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**.

v. Bank Mandates

Councillors considered the Bank Mandates and **AGREED UNANIMOUSLY** to remove those who are no longer Councillors and add new Councillors.

vi. Galliford Try Donation

Councillors considered suggestions submitted for the donation:

1. The memorial plaque in the church is flaking and the names need to be re-inscribed. This is a historical reminder to all of us of the ultimate sacrifice several men from Tunstall gave.

Cllr Burgess said that this project would be funded part from his budget and also a contribution from the Parish Council.

2. A commemorative mug to every child and member of staff in the new school. One side could have a picture of the old school and on the other, the new school.

Councillors considered that the money was given to villagers and it would only be inappropriate to spend on the village.

3. More daffodils along the roadsides to improve our springtime environment.

4. Flowering cherry trees scattered through the parish as a nod to the fruiting cherries that were once so common in this area.

5. To plant shrubs and/or bulbs to beautify the village for the benefit of all residents along the lines of "Village in Bloom" requirements. An example location would be the verge by Coffin Pond where mowings are deposited.

Councillors AGREED that a floral project would be beneficial to residents and that flowering cherries would be particularly appropriate. Site suggestions will be requested in the next newsletter.

14. CORRESPONDENCE

1. 13.05.16- SBC Swale Events Calendar

2. Message from PC&C Commissioner

3. 19.05.16- KALC Councillors' Conference on 7 July

ACTION: Clerk to send details to new Councillors

4. 20.05.16- KALC Draft Training/ Learning & Development Policy

IT WAS AGREED to adopt the Training and Development Policy.

5. 31.05.16- Forwarded email concerning parking

Considered earlier in the meeting.

15. HIGHWAYS

Cllr Sills an update concerning the pot holes as the white lines put around the pot holes is beginning to wear off.

ACTION 1: Cllr Burgess to follow up with KCC.

ACTION 2: KCC contact numbers to be included in Parish Newsletter to encourage members of the public to report specific potholes and monitor their repair (and chase KCC if not repaired).

16. ANY OTHER BUSINESS

No other business was raised.

Cllr Burgess thanked everyone for attending.

17. APPOINTMENT OF LITTER PICKER

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press were excluded from the meeting during the consideration of the appointment of a Litter Picker.

It was **AGREED UNANIMOUSLY** to accept the quotation from Andrew Heavey for litter picking.

The open session of the meeting closed at 7.48pm.

DATE OF NEXT MEETING

Monday 4 July 2016 at 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall