

TUNSTALL PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Monday 7th April 2014

Present: Cllr. L. Burgess – Chair
Cllr. P. Mitchell – Vice-Chair
Cllr. A. Spicer
Cllr. J. Mills
Cllr. C. Browning

Cllr. I. Davison
Cllr. R. Spencer
Lynda Fisher, Clerk
3 Members of the Public

Public Time

A member of the public raised a query regarding the posters in Tunstall Road. The Council assumes that these will be removed in due course.

1. Welcome and Apologies

The Chairman formally welcomed everyone. Apologies were received from County Cllr. Truelove and Borough Cllrs. Alan and Jean Willicombe.

2. Declarations of Interest and Dispensations

There were no declarations of interest. A Dispensation has already been granted to all Members relating to Tunstall School.

3. Minutes of the Previous Meeting

Proposed by Cllr. Davison and seconded by Cllr. Mitchell the Minutes of the Monthly Parish Council meeting held on the 10th February, 2014, were agreed by Members and signed as a true transcript.

4. Matters Arising from the Minutes

1. **Addressing Swale Borough Council's Planning Committee Meeting – Draft Statement by Cllr. Mitchell** – A copy of the statement was circulated to all Members and the wording agreed.
2. **South and South East in Bloom Workshop** – Cllr. Mitchell attended the workshop held in Doddington and came away eager for Tunstall to enter the competition and with the realisation that this is very much a community led event. It was proposed by Cllr. Mitchell and seconded by Cllr. Davison, all agreed to enter the competition this year at a cost of £35 and for Cllr. Mitchell to co-ordinate the event.

Cllr. Mitchell commented that the workshop also looked at WW1 Commemorative gardens. He felt this would be a welcomed asset to the Village and would be a quiet area to remember those who fell in the First World War. Members agreed that Cllr. Mitchell investigate this proposal and report back to the Parish Council in due course.

5. Planning – No new or determined applications received.

6. Finance

1. **Coffin Pond** – Proposed by Cllr. Mitchell and seconded by Cllr. Spicer, agreed to accept the quote from Teynham Construction in the sum of £860.
2. **South & South East in Bloom Workshop Fee 2014** – Members agreed the £12 fee.
3. **KALC Subscription Renewal 2014/15** – Proposed by Cllr. Davison and seconded by Cllr. Mitchell, Members agreed to renew the subscription at a cost of £330.58p.

4. **Year-end accounts, Financial Regulations, Internal/External Audits, Standing Orders** – Noted the year end accounts and it was proposed by Cllr. Davison and seconded by Cllr. Spicer, all agreed to move £10,000 out of the current account and into the reserve account. **Action: Clerk**

Clerk had already circulated the draft Financial Regulations and new Standing Orders and mentioned that these should be read through and then Members need to get together to amend them to fit the Parish Council. She advised that the Internal Auditor had suggested carrying out the year-end audits and then visiting these documents. **Action: All Councillors/Clerk**

5. **Cheques raised at this meeting:**

The following cheques were signed and the accounts to the 28th February, 2014, approved.

| Date | Cheque | Details | | Amount |
|------------------------|--------|-------------------------------|--|----------|
| 07.04.14 | 0984 | H.M. Revenue & Customs | Tax – March 2014 | £44.80p |
| 07.04.14 | 0985 | L. Fisher | Expenses – Telephone; home as office March, 2014, 1 st and 2 nd Class Stamps | £15.93p |
| 07.04.14 | 0986 | Tunstall PCC | Hire of Hall 10.03.14 | £12.50p |
| 07.04.14 | 0987 | Citizens Advice Bureau | Donation 2014/15 | £100.00p |
| 07.04.14 | 0988 | South and South East in Bloom | Seminar 28 th March, 2014 | £12.00p |
| 07.04.14 | 0989 | McCabe Ford Williams | Salary preparation to 31 st March, 2014 | £39.00p |
| 07.04.14 | 0990 | Swale Borough Council | Printing Newsletter and two leaflets | £115.03p |
| 07.04.14 | 0991 | K.A.L.C. | Subscription 2014/15 | £330.58p |
| Eight Cheques in total | | | | |

Paid by Direct Debit – L. Fisher – Wages, March, 2014: £178.90p

6. **Correspondence**

1. **Thurnham Heritage Award 2014** – Noted.
2. **Clerks' Conference 2014** – Agreed Clerk to attend at a shared cost of £15.
3. **KALC: DCLG Consultation: S106 Consultation** – Noted
4. **KALC: DCLG Consultation: Draft Transparency Code for Parish Councils with a turnover not exceeding £25,000** – Noted, this will apply to the Council
5. Application **KCC/SW/0025/2014 – Public Meeting Wednesday 9th April** – Agreed Cllr. Mitchell to speak on behalf of Tunstall Parish Council

8. **Any Other Matters Arising**

6. Old items: Pothole repairs still not done in Hearts Delight Road and outside The Den; footpath from Sterling Road to Minterne Road bush not cleared. Clerk to report again. **Action: Clerk**
7. New items: The handrail on the footpath near the Church is broken, Clerk to write to the Church; litter is strewn through the village; Clerk to ask Cleansing to do a litter pick. The waste bin outside Doves Croft has a TV and black plastic bags on top; Clerk to ask Cleansing to clear. **Action: Clerk**

11. **Next Meeting(s)**

The Parish Meeting and Annual Parish Council Meeting will take place on Monday 12th May, 2014, commencing at 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall.

The meeting closed at 08.55 p.m.