

TUNSTALL PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Monday 1st July, 2013

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

Lynda Fisher, Clerk
3 Parishioners

Parishioners

No residents came forward with any comments.

Borough/County Councillors/PCSO - None present

1. Welcome and Apologies

The Chairman formally opened the Parish Council meeting and welcomed everyone. Apologies were received from the PCSO.

2. Declarations of Interest – None

3. Minutes of the Previous Meeting

Proposed by Cllr. Davison and seconded by Cllr. Spencer; the Minutes of the Monthly Parish Council meeting held on the 17th June, 2013, were agreed by Members and signed as a true transcript.

4. Matters Arising from the Minutes

4. **Co-option of Parish Councillor** – This item was brought forward so that Members could welcome the newly Co-opted Councillor, Allyson Spicer, to Tunstall Parish Council. Cllr. Spicer duly signed the Acceptance of Office and undertook to complete the Declaration of Interests form. **Action: Cllr. Spicer**

1. **Commemorating Frank Panton** – Members agreed to purchase a Magnolia Grandiflora Tree from Rumwood Nurseries at a cost of £125, to be planted within the grounds of the Village Hall. They also looked at various options available for a commemorative plaque. Cllr. Mills agreed that he could produce a superior wooden square plinth, upon which a plaque could be fixed, which would stand up to the ravages of grass strimming and vandalism. Cllr. Burgess will seek advice from Mrs. Panton as to where she would like the tree to be planted and wording on the plaque. This item to be placed on the Agenda for the August meeting.

Action Cllrs. Burgess/Mills/Clerk

2. **Royal Charter of Incorporation – Elizabeth I** – Agreed to place this on the August Agenda and discuss the plaque when re-visiting Item 1.1 above. Cllr. Mills also agreed to collect the Magnolia Tree (£125) and three Queen Elizabeth Roses from Rumwood Nursery, this will reduce the cost of the roses to £6.95p each. **Action: Cllr. Mills**
3. **Litter Bin, Doves Croft** – Proposed by Cllr. Davison and seconded by Cllr. Spencer; agreed to pay £210 for the supply and installation of a litter bin at this location; Swale Borough Council having agreed that they will meet the annual revenue cost of emptying the bin.

5. **Finance**

1. **Payment of Clerk’s Salary by Standing Order** – Proposed by Cllr. Browning and seconded by Cllr. Mitchell, agreed to pay the Clerk’s salary monthly by Standing Order, commencing on 2nd August, 2013. Cllrs. Browning and Mitchell duly signed a letter of authorisation to Barclays Bank.
2. **Bank Mandate Changes - Signatories** – Cllrs. Spicer, Burgess, Davison, Mills and Spencer, to take completed Personal Details forms into Barclays Bank, so that these Members can be added on to the account as Signatories. Clerk will bring the Bank Mandate Form to the August meeting for completion. **Action: Cllrs. Spicer/Burgess/ Davison/Mills/Spencer**
3. **Bulbs** – To be brought back to the August meeting. **Action: Clerk**
4. **Cheques raised at this meeting:**

The following cheques were signed and the accounts to the 30th June, 2013, approved.

Date	Cheque	Details		Amount
01.07.13	0942	L. Fisher	Wages - June 2013	£178.90p
01.07.13	0943	H.M. Revenue & Customs	Tax – June 2013	£44.80p
01.07.13	0944	L. Fisher	Expenses: Telep/Broadband; home as office; 2 XL Black, 1 XL Cyan, 1 XL Magenta, 1 XL Yellow Ink Cartridges. One third Cost for 5 Reams A4 printer Paper, 10 Shorthand Pads	£81.71p
01.07.13	0945	Tunstall P.C.C.	Hire of Midwinter Room July, 2013	£12.50p
01.07.13	0946	Iwade Parish Council	One-third of Subscription to S.L.C.C.	£38.00p
01.07.13	0947	Rumwood Nurseries	1 Magnolia Grandiflora; 3 Queen Elizabeth Roses	£165.80p
Six Cheques in total				

6 **Correspondence** - None

7. **Yellow Lines outside School**

Clerk reported an e-mail has been received from Andy Corcoran, KCC Highways, advising that the matter is progressing and commenting on the Parish Council’s contribution towards the cost of the work. Clerk is awaiting further information on the required payment in order to raise the necessary cheque.

8. **10 Point Plan and School Survey Results** –

Members agreed to place this on the August Agenda.

Action: Cllrs./Clerk

7. **Planning** – No Planning Applications.

8. **Any Other Matters Arising**

1. The water level in the pond is low and there might be a crack in its brickwork. Members agreed to look at Coffin Pond at the end of this meeting. **Action: All Councillors**
2. Cllr. Browning advised that the 40 m.p.h. sign in Hearts Delight Road (halfway between her property and the Village Hall) is obscured by vegetation. Clerk to report again to KCC Highways. **Action: Clerk**
3. Clerk requested to contact Swale Borough Council asking for Bye Law Signs to be erected on posts in Hearts Delight and top of Tunstall Road. **Action: Clerk**

9. **Next Meeting(s)**

The next Meeting will be on Monday 5th August, 2013, commencing at 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall.

The meeting closed at 08.10 p.m.

PARISH COUNCILLOR INTERVIEWS

At the end of the monthly meeting the Council went into closed session and interviewed three candidates for the existing Parish Councillor vacancy.

All three candidates were of an extremely high calibre, very knowledgeable and keen to become involved in the work of the Parish Council. Each candidate left after their individual interview.

After much deliberation and a long debate it was decided to co-opt Allyson Spicer onto the Parish Council; Clerk to write advising her of this and that she will take up her post at the July meeting. Clerk also to write to the other two candidates thanking them for their interest.

The closed session ended at 9.35 p.m.