

MINUTES OF THE MEETING

Tunstall Parish Council on

Monday 24th March 2025 at 7pm in the Midwinter Room at St John the Baptist Church

Present: Cllr Rich; Cllr Burgess; Cllr Reed.

Also in attendance: J Miller.

63. CHAIR'S ANNOUNCEMENTS

The Chair announced that government plans on devolution are the biggest change in local government for fifty years. Town and Parish Councils will be important going forward through this change. The TPC Chairman (with the other PCs) will participate as much as appropriate in Swale's response/plans for this required by November 2025.

The Local Government Review into Swale Ward boundaries planned early this year has now been cancelled but further boundary reviews are likely in the future.

64. APOLOGIES FOR ABSENCE

There were none.

65. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Reed declared an interest as Chief Executive of Swale Borough Council.

66. DRAFT MINUTES

It was **RESOLVED** to sign and approve the minutes of the meeting of 16th December 2024.

67. WARD COUNCILLORS – there were no reports.

68. COUNCILLOR VACANCIES

It was noted that there was no further interest and the vacancies will continue to be advertised.

69. CLERK VACANCY

It was noted that the vacancy is being advertised.

70. FINANCE

- a) To receive update on the Barclays Bank account and transfer funds to Unity Trust Bank.
- b) To note conclusion of audit.
- c) To note payments made year to date:

05-Sep	Service Charge	Admin	£18.00	Bank Charges
06-Sep	Waveney IT	IT Costs	£37.30	Monthly mailbox charge
07-Sep	Hugo Fox	IT Costs	£11.99	Website monthly fee
08-Sep	KALC	Training	£6.00	KALC AGM Lunch
09-Sep	J BARNICOTT	Litterpicking	£152.91	Litterpicking
10-Sep	B&J Cook	Admin	£23.98	Defib pads
05-Oct	Hugo Fox	IT Costs	£ 11.99	Website
05-Oct	J Barnicott	Litterpicking	£ 155.79	Litterpicking
05-Oct	Tunstall PCC	Donations	£ 300.00	Donation for hall usage
05-Oct	Waveney IT	IT Costs	£ 37.30	Mailbox charges
05-Oct	Unity Trust	Admin	£ 5.40	Bank Charges
07-Nov	Hugo Fox	IT Costs	£ 11.99	website
08-Nov	Waveney IT	IT Costs	£ 37.30	mailbox charges
20-Nov	BJ Cook	Admin	£ 23.98	Defib pads
20-Nov	Village Hall	Donations	£ 250.00	Donation
20-Nov	BJ Cook	Donations	£ 47.34	Remembrance
20-Nov	Unity Trust	Admin	£ 6.00	Bank Charges
09-Dec	Hugo Fox	IT Costs	£ 11.99	website
09-Dec	Waveney IT	IT Costs	£ 37.30	Mailbox charges
31-Dec	J Barnicott	Litterpicking	£ 150.02	Litterpicking
31-Dec	Unity Trust	Admin	£ 6.00	Bank Charges
07-Jan	Hugo Fox	IT Costs	£ 11.99	Website monthly fee
08-Jan	Waveney IT	IT Costs	£ 37.30	Monthly mailbox charge
31-Jan	Unity Trust	Admin	£ 6.00	Bank Charges
04-Feb	HMRC Cumbernauld	Staff Costs	£ 250.46	Staff Costs
04-Feb	J Barnicott	Litterpicking	£ 90.65	Litterpicking

- d) To receive and approve bank reconciliation as at 28th February 2025
It was **RESOLVED** to approve the bank reconciliation as at 28th February 2025.
- e) To receive and approve budget position as at 28th February 2025
The reserves and asset register were reviewed. It was **RESOLVED** that the children's village sign was disposed of.
- f) To review risk assessment for 2024/25.
It was **RESOLVED** to add the risk of future inaccuracy.
- g) To approve insurance renewal for 2025/26.
It was **RESOLVED** for the parish clerk to obtain the best value for the annual insurance.
- h) To appoint internal auditor.
It was **RESOLVED** to appoint Mulberry Accountants as the internal auditor.

71. EXTERNAL MEETINGS

- KALC Swale Area Committee 18/02/2025 (Cllr Rich & Cllr Reed)
- Western Area Committee 13/02/2025 (Cllr Rich & Cllr Reed)
- Swale Joint Transportation Board

d) Swale Liaison Forum 10/02/2025 (Cllr Rich & Cllr Reed)

Cllr Reed withdrew from the meeting for the following item:

72. PLANNING APPLICATIONS

a) Application: 25/500691/FULL Address: 4 Ruins Barn Road Tunstall Kent ME10 4HS Proposal: Erection of a single storey rear extension with flat roof and lantern. Bi-fold doors to rear and new ground floor W.C.
It was **RESOLVED** no comment.

b) APPLICATION REF: 25/500614/FULL Erection of a first floor side and rear extension and part two storey rear extension, removal of existing chimney and alterations to fenestration. 40 Park Drive Sittingbourne Kent ME10 1RD

It was **RESOLVED** no comment.

73. VILLAGE GREENERY

a) To receive update – it was noted that the planters were looking much improved. It was **RESOLVED** to consider moving the planter on corner of Cranbrook Rd and to remove the top tiers where they are drying out.

74. VILLAGE EVENTS

a) To receive update – there were none.

75. SPEEDWATCH

a) To receive updates – there were none.

76. CORRESPONDENCE AND MATTERS FOR INFORMATION

a) Email from developer about proposed development at Ufton Court, Sittingbourne – it was **AGREED** that the conversations about the effect on the conservation area will be discussed with the planning officer.

b) To receive update on village sign.

It was **RESOLVED** to add the hanging sign to the asset register, as the purchase records had been found in the parish archives. The value shows £1145.00 It was **RESOLVED** to find a supplier and installer of a new hanging village sign.

Cllr Burgess left the meeting at 19:54pm

Cllr Burgess re-entered the meeting at 19:56pm

77. DATE OF NEXT MEETING – 12th May 2025.

Meeting closed at 19:59pm

Signed.....

Date.....

DRAFT