

THROWLEY PARISH COUNCIL

6pm on Monday 13th January 2020

at Badlesmere Parish Hall, Ashford Road, Badlesmere Lees ME13 0NX

PARISH COUNCIL MEETING

MINUTES

Attendees:

- Roger Clarke (Chairman)
- Adam Jastrzebski (Vice Chair)
- Sian Lewis
- Sarah-Jane Tormey
- Roger Scutt
- Paul Furneaux (new Council member)
- David Simmons (Swale Borough Councillor for East Downs Ward)
- Sarah Selby (Clerk)

1. Apologies

None received

2. Welcome and co-option of new Council member - Chairman

All agreed to co-option of new Council member, Paul Furneaux

Action Clerk to send Paul necessary forms to complete

3. Agree minutes of previous meeting – Chairman

Minutes from full Council meeting agreed and signed by Chairman

4. Matters arising – Chairman

- a. Alternative venue for Council meetings still being considered. Faversham Golf Club is unable to host Monday meetings but all agreed that Tuesday is a suitable alternative day.

Action Alan to approach the Golf club for further details of availability and charges.

- b. EDF charges. Adam negotiated the current reduced rate for electricity following a recent steep rise in charges. This may need further review if the charges increase significantly again.

5. Speeding issues - Chairman

- a. Update on RTC

Very sadly, there was a fatality on the Faversham Road late last year. The chairman has been in correspondence with a resident who lives on the Faversham Road who is very concerned about the speed of road users.

The Council have agreed that this issue is very concerning. It has been difficult to gather accurate statistics for incidents that have occurred in the Throwley Parish as the Faversham Road passes through multiple Council jurisdictions. However, the Council have agreed to approach the KCC Highways Department following the latest incident to find out what action they plan to take.

Action Clerk to draft letter to KCC

Action Sarah Jane to share details she has found of incidents reported on the Faversham Road

b. Plan for SBC funding

Sarah Jane has looked into designs and costings for the white gate style of road signage which the Council feels is an appropriate measure to help reduce the speed of drivers through the Forstal. It has been suggested that this could be built locally for a significantly reduced cost. The guidance on appropriate locations for this type of sign is currently uncertain.

Action Sarah Jane, the Chairman and Paul will arrange a site visit to review suitable locations and the practicalities of the options available

Action We will need to send costings to David Simmons by the end of February 2020 if we want to bid for Swale BC funding towards the cost of this work.

Action Clerk to speak to KALC and other parish councils eg Frant to get more details of how other Councils have installed this type of signage.

The Chairman noted that he is liaising with Simon Joy regarding 'hedgehog signage' for the Forstal.

6. Finance update - Clerk

a. Bank balance and payments made

Currently £4280.82 in our current account and £2342.37 in our reserves.

Since our last meeting, we have made payments as follows:

£98.50 to EDF for the electricity kiosk on the Forstal (direct debit)

£1340 to Micheal Runeckles for grasscutting the Forstal (annual total)

£425 To the Clerk for her honorarium for half a year

£24 for room hire for the September Parish Council meeting

We have received:

£371.87 VAT refund from HMRC for the 2018-2019 financial year

£1549 precept for 6 months from Swale Borough Council (Total £3098 for year 2019-20 paid in 2 parts)

b. Unity Bank Account update

Our new account with Unity Bank is now open. Our funds have not been transferred from Natwest currently. The Chairman wishes to thank Sian and the Clerk for their efforts with resolving the ongoing banking issues.

Action Clerk to arrange for Sian and Sarah Jane to be added to the list of authorisers for online payments.

c. ~~VAT refund 2017-2018~~ Item added to the agenda in error.

7. Planning applications - Clerk

There are no recent applications requiring action.

Action David Simmons to follow up the Old Bindery application as the decision on this is still pending

8. Agree budget and precept for 2020-2021 – Clerk

The Council discussed the precept at length. The precept remained static for many years then in 2019-20 it was increased by 2.5%. There are some additional charges expected for 2020-21 which will mean we need to increase the precept further. To balance the Council's budget against the precept, we would need to increase the precept by 17.4%. The Council discussed whether this increase was appropriate and took a vote on the options available. The majority voted to increase the total precept by 10% this year with the shortfall being paid from the Council reserves. There would then be a further 10% increase next year pending any other potential changes to the Council's costs. (5 councillors voted for this option, 1 abstained and 1 voted for the full increase of 17.4%).

Action Clerk to find more details of costs (eg obligation to contribute to churchyard maintenance) for next meeting

9. Trees on the Forstal – Chairman

The trees on the Forstal require some trimming to improve access for grasscutting. The council agreed to this minor tree work being carried out.

10. Defibrillator update – Chairman

Charlotte Shuttock has kindly offered to help set up training for use of the defibrillator. However, the location for the defibrillator is still to be confirmed. All agreed that the phone box is still the ideal location.

Action Sian to find out how much use the phone has had and the potential cost of decommissioning it and the feasibility of planning permission as the phone box is listed.

Action Clerk to contact Challock Parish Council to find out how they successfully installed a defibrillator in an old style red phone box.

11. Village Clean up 2020 – Chairman

All agreed that the village lanes clean up will be held on the Forstal this year and the date was set as Sunday 8th March. Sian has kindly agreed to organise the clean up with help from other Council members and will delegate tasks as needed.

12. Speaker for Annual Parish Meeting - Chairman

A parishioner suggested that a speaker from the Rural Crime Team would be ideal and the council agreed.

Action Clerk to contact David Walshaw from the Rural Crime Team to find out their availability

13. VE Day plans – 8th May 2020 - Clerk

The Council don't plan to organise an event to commemorate VE day however they will ring the church bells as suggested by the VE celebrations organising committee.

Action Adam to arrange for the church bells to be rung at 7pm on 8th May

14. Future venues for Council meetings - Chairman

Alan is going to find out more about using the Golf club small function room. All agreed a time and day of Tuesdays at 6pm.

15. AOB

Adam raised concerns over the Parish Council website. Currently the site is hosted by KCC for free but this has now been contracted out and we have been asked to pay £995 per year to continue this service. Adam is looking into alternatives at a significantly lower cost.

Time and date of next meeting:

Parish Council Meeting 6pm on Monday 6th April 2020, at Throwley Church

Annual Parish Meeting 7.30pm on Monday 6th April 2020, at Throwley Church