



St Nicholas-at-Wade & Sarre Parish Council

Draft minutes of the annual Parish Council meeting held at the Pavilion, Bell Meadow, St Nicholas-at-Wade on Tuesday 10th May 2016 at 7.30pm (minutes subject to approval at next meeting in June).

Present: Councillors Sarah McManus (Chair), Peter Radclyffe, Alison Higginson, Barbie Sokoya, Gordon Bryant, Sonya Smyth, Andrew Field, Ticia Cheniston & Val McManus.

Also present: Paul Drake (Clerk), Derek Crow-Brown & Ken Gregory (TDC District Councillors) and three members of the public.

16/16-17 ELECTION OF CHAIR & VICE CHAIR FOR 2016/17

(a) Cllr S. McManus was the only nomination for Chair. Cllr Higginson thanked her for all her hard work during the year.

RESOLVED: To elect Cllr S. McManus as Chair for 2016/17 (Proposed: Cllr Higginson Seconded: Cllr Bryant).

(b) Cllr V. McManus and Cllr Bryant were both nominated and seconded for Vice Chair. A vote was held and there were four votes for Cllr Bryant, three votes for Cllr V. McManus and two abstentions.

RESOLVED: To elect Cllr Bryant as Vice Chair for 2016/17 (Proposed: Cllr Smyth Seconded: Cllr Field).

17/16-17 APOLOGIES FOR ABSENCE

Apologies were received from Roger Latchford (KCC County Councillor) & Tony Gander (KCC Community Warden).

18/16-17 DECLARATIONS OF INTEREST

There were no declarations of interest for any items on the agenda.

19/16-17 PREVIOUS MINUTES

RESOLVED: To approve the minutes of the last Parish Council meeting on 12th April and the Annual Parish Meeting on 27th April (Proposed: Cllr Higginson Seconded: Cllr Sokoya).

20/16-17 CHAIR'S REPORT

Cllr S. McManus reported that she had attended the TDC Planning Committee meeting on 20th April (see Planning Applications agenda item for more details) and Annual Parish Meeting on 27th April where she heard about all the activities and hard work that make the villages lovely places to live. She said she had also attended a meeting set up by the WCSA who were going to organise a community event in Bell Meadow on 31st July which would be a good opportunity for local organisations to raise their profile and raise funds. Finally she said she had established that the traffic monitoring equipment set up in St Nicholas-at-Wade was capturing traffic volumes on behalf of a firm of consultants, thanked Cllr Field, the Clerk and Bernard Clayson for all their work on the beacon lighting event on 21st April and thanked Cllr V. McManus for her support during her time as Vice Chair.

RESOLVED: To approve the Chair's report (Proposed: Cllr Cheniston Seconded: Cllr Smyth).

21/16-17 CLERK'S REPORT / CORRESPONDENCE

Chair: Sarah McManus

Clerk: Paul Drake

The Clerk reported on his main activities since the last meeting which included organising the beacon lighting in Bell Meadow to celebrate HM the Queen's 90th birthday, arranging installation of a new waste bin in The Street at its junction with Down Barton Road and a defibrillator outside The Crown in Sarre, reporting fly tipping in Chambers Wall and Orchard Lane and attending the TDC Parish Forum. He said that the main topic of conversation at the Forum was about TDC's plans to consider joining with other District Councils by 2019 to share services. He said they were also considering selling assets and devolving more local services to Town and Parish Councils such as dealing with simple planning applications. He also reported that the new Parish Council Handyman Martin Savage had recently started work and had been employed so far on grounds maintenance at the allotments and grass areas at the entrances to St Nicholas-at-Wade, litter picking and helping with arrangements for the beacon lighting. Cllr Bryant said that the undergrowth on the path leading to the kissing gate entrance to Bell Meadow needed cutting back. The Clerk confirmed that the Handyman would address it during the next week.

22/16-17 PARISH COUNCILLORS' REPORTS

Cllr Radclyffe said he had replaced the flowers in the planters opposite the church and in front of the notice board in Sarre. He questioned why WCSA events such as the recent car rally were not advertised on their notice board. Cllr Bryant said he would ask the WCSA to send any flyers to the Clerk for display in both villages.

Cllr Higginson said that the pavements were much clearer of litter now and reported that a shot fox had been dumped in the road near the roundabout which was quickly cleared by the Council.

Cllr Sokoya reported that no-one had attended the recent Councillors Surgery she attended with Cllr Field. Cllr S. McManus said no-one had attended the surgery earlier that evening either and that arrangements would be reviewed in due course if no members of the public continued to turn up.

Cllr Bryant said that he had attended the WCSA Committee meeting on 20th April where the main issues of interest were the kitchen renovation work starting on 13th June and the community event they were planning on 31st July.

Cllr Smyth read out from an open letter to councillors and said that she was disappointed with comments made by Cllr Higginson at the meeting in March about her involvement in Sarre matters. She said that Cllr Higginson had not spoken to her in person and, whilst she was a councillor for St Nicholas-at-Wade, she said that she had the right to point out issues she saw in Sarre. She highlighted issues she had brought up specifically in Sarre such as the new defibrillator, the poor state of the old village flag and various highways issues she had asked KCC to address and ideas but had also contributed ideas about other issues for the benefit of both villages. Finally she said that she would now take a step back to let the Sarre councillors be more pro-active and wanted to move forwards and work for the villagers. Cllr Cheniston queried whether councillors could only report issues from their own villages. The Clerk said that councillors could deal with issues in either village but should prioritise the village they represented and Cllr Higginson clarified that her comments in March related to the reporting of issues at public meetings.

Cllr Field reported said that he would be contacting the school and playgroup about possible participation in a national community campaign to plant bulbs and flowers. He then questioned the Parish Council's social media output. He said that he could not see some relevant Parish Council information on Facebook because he had been blocked by Cllr S. McManus and recommended that councillors should have second and separate profiles identifying themselves as councillors so everyone could see what was being said. There was disagreement on the way forward but Cllr S. McManus said that her Facebook comments were the same as if she was talking to a villager in the street so he didn't need to see everything she posted, that she would pass on anything significant that was said if it touched on areas where other councillors had a specific interest and that she thought that having two Facebook profiles may breach their terms and conditions.

Cllrs Cheniston and V. McManus had nothing further to report.

23/16-17 THANET DISTRICT COUNCIL COUNCILLOR'S REPORTS

Cllr Crow-Brown highlighted that TDC were currently looking to dispose of over 700 assets to save money, that contractors were now renovating the former Wetherspoons in Ramsgate and the parking and litter problems experienced recently in Margate because of large numbers of visitors during the good weather.

Cllr Gregory said he was disappointed with the 17.6% turnout in Thanet for the recent PCC election which was the lowest turnout in Kent. There was further discussion about this and the common view from Parish Councillors was that not enough information had been circulated about the candidates and that the low turnout may have been a protest vote. He reported that KCC Highways Department were going to arrange to meet the Parish Council and villagers soon in response to concerns about the new housing developments and speed of traffic passing through the villages and thanked Cllr V. McManus for her input during the Planning Committees recent site visit. Cllr Bryant challenged Cllr Gregory as to why he had voted to approve the housing development in Manor Road despite opposition from the Parish Council and villagers. Cllr Gregory said he felt that the scheme would have likely been approved on appeal with costs awarded against TDC if it had been refused permission so he saw his decision as financially prudent for Council Tax payers and probably a good idea in the longer term as ammunition to object to other future developments.

24/16-17 KENT COUNTY COUNCIL COUNCILLOR'S REPORT

Cllr Latchford had presented his apologies and no report was submitted.

25/16-17 KENT COUNTY COUNCIL COMMUNITY WARDEN & KENT POLICE PCSO'S REPORTS

Tony Gander had presented his apologies and no report was submitted.

26/16-17 PUBLIC QUESTION TIME

Vivienne McIntyre raised the issue of the national speed limit from the St Nicholas-at-Wade roundabout to the entrance to the village and questioned why it wasn't 50mph as it was on the other side of the roundabout towards Birchington. After a brief discussion, it was agreed that this subject could be brought up with the KCC Highways Department along with other issues when they attended a forthcoming Parish Council meeting.

27/16-17 PLANNING APPLICATIONS

(a) Cllr S. McManus reported that, following a site visit on 1st April, the TDC Planning Committee had approved the development of seventeen houses behind Manor Hall in Manor Road despite objections from the Parish Council and villagers and that KCC Highways Department were going to discuss the new proposed road layout in due course. She also said that the second bigger proposed development in Manor Road was going to be decided on by the TDC Planning Committee but that no date had been set for that yet.

(b) Councillors considered application TPO/TH/16/0446 – 1 The Old Coach House, Sarre Court, Sarre (1No Acer – fell, 1No Cherry – fell, 2No Conifers – fell and decided to leave the decision to the TDC Tree Officer.

(c) Councillors considered application F/TH/16/0148 – The Barn, Canterbury Road, Sarre (Erection of single storey extension to north east elevation together with installation of roof light to south west roof slope) and had no objections.

28/16-17 FINANCE

(a) The Clerk presented the monthly bank reconciliation between the cash book and bank accounts for April.

RESOLVED: To approve the monthly bank reconciliation for April (Proposed: Cllr Higginson Seconded: Cllr Bryant).

(b) The Clerk presented the May monthly payment schedule which included the following invoices: Kent County Playing Fields Association (annual subscription) £20 / ACRK (Trustee workshop – P. Drake) £25 / Thanet Rural Regeneration Group (Late 2015/16 annual subscription) £25 / Thanet Rural Regeneration Group (2016/17 annual subscription) £25 / CPRE (annual subscription) £36 / Countrywide (Q1 Bell Meadow maintenance) £630 / S. Weight (Sarre defibrillator installation) £215 / P. Drake (Clerk's salary) £533.57 / P. Drake (Repayment for purchases of Handyman equipment) £787.41 / M. Savage (Handyman's salary & expenses) £135.31.

RESOLVED: To approve payment of invoices in the monthly payment schedule for May (Proposed: Cllr S. McManus Seconded: Cllr Radclyffe).

(c) The Clerk presented the 2015/16 Annual Return. Councillors considered the governance statements in Section 1 and approved them.

RESOLVED: To approve Section 1 of the 2015/16 Annual Return (Proposed: Cllr Bryant Seconded: Cllr Field).

(d) Councillors then considered the data in Section 2 of the Annual Return and approved it.

RESOLVED: To approve Section 2 of the 2015/16 Annual Return (Proposed: Cllr Higginson Seconded: Cllr Bryant).

(e) The Clerk reported that the internet banking facility at Lloyds Bank was not sufficient for the Parish Council's needs. He said councillors could either revert to the old system whereby all payments were made by cheque until they were phased out or move their bank account to a different bank now where BACS payments could be made. He highlighted the Unity Trust bank account which has secure systems in place specifically for Councils and their Terms & Conditions. The Clerk proposed that the Parish Council's current account should be transferred to the Unity Trust bank and councillors agreed after a brief discussion.

RESOLVED: To move the Parish Council's current account from Lloyds to Unity Trust (Proposed: Cllr S. McManus Seconded: Cllr Field).

29/16-17 VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)

Graham Jackson gave details of the history of the Village Hall and the status of the Village Hall Committee as Management Trustees and Parish Council as Custodian Trustees from a prepared document. He said that the Committee's current status left its voluntary members at risk of unlimited personal liability if something went wrong so it made sense to convert from an unincorporated charity to a CIO. He said that a new governing document had been written based on an ACRE template and that the CIO application was to be submitted soon. Finally he said that there had been discussions about the ownership of the Village Hall itself and it had been decided that the Parish Council should continue as Custodian Trustees and hold the land and property in trust on the Village Hall Committee's behalf.

30/16-17 ADMINISTRATIVE ARRANGEMENTS

(a) After a brief discussion it was agreed to continue with current arrangements for Parish Council meetings.

RESOLVED: To hold Parish Council meetings on the second Tuesday of every month at The Pavilion in Bell Meadow (Proposed: Cllr S. McManus Seconded: Cllr Field).

(b) After discussions about the various working groups and committees that councillors attend, some revisions were made to current arrangements.

RESOLVED: To approve the revised list of representatives at working groups and committees (Proposed: Cllr Higginson Seconded: Cllr Sokoya).

(c) It was agreed that Cllr Radclyffe would continue as a bank signatory until the new bank account was set up when he would be replaced by Cllr Sokoya and Cllr Radclyffe would then become an account checker instead.

RESOLVED: To approve the revised bank account signatory and checking arrangements (Proposed: Cllr Higginson Seconded: Cllr Cheniston).

31/16-17 PARISH ACTION PLAN

The latest version of the Action Plan was presented. The five objectives shown as being behind schedule were discussed briefly and councillors undertook to progress their respective actions. Two further objectives were discussed in more detail as decisions were required.

(a) Cllr Higginson gave details of the format for the Sarre garden party and picnic on 11th June to commemorate HM the Queen's 90th birthday and showed councillors draft posters and flyers. She also gave details of projected expenditure for the event which amounted to approximately £500 in addition to the £500 KCC grant already secured from Cllr Roger Latchford's fund.

RESOLVED: To approve the projected budget for the Sarre garden party (Proposed: Cllr S. McManus Seconded: Cllr Cheniston).

RESOLVED: To suspend Standing Orders and extend the meeting past 9.30pm by fifteen minutes (Proposed: Cllr S. McManus Seconded: Cllr Radclyffe).

(b) Cllr Field said that there had been problems between the three councillors who owned the action regarding resolving parking issues and the safety of children outside the school. He said had been excluded from one of the actions despite being the most qualified to deal with it and that he had withdrawn from this objective because of the problems. Cllr V. McManus said that Cllr Field had tried to change what had previously been agreed at a meeting involving the action owners. There was strong disagreement amongst the three councillors during the following discussion which led to Cllrs S. McManus and V. McManus withdrawing from the action so Cllr Field was left to take it forward in conjunction with the KCC Community Warden. None of the actions to be taken were discussed or approved so the matter was carried over to the next meeting.

32/16-17 POLICIES & PROCEDURES

The Clerk presented an updated copy of the Financial Regulations and highlighted the small number of changes since its last review.

RESOLVED: To approve the revised Financial Regulations policy (Proposed: Cllr Sokoya Seconded: Cllr Smyth).

The meeting concluded at 9.45pm.