

**MINUTES OF THE MEETING OF THE STOKE PARISH COUNCIL HELD ON
WEDNESDAY 3 JANUARY 2018 AT 7.00 P.M. AT THE VILLAGE HALL
MALLARD WAY LOWER STOKE**

PUBLIC SESSION -- NOT PART OF THE PARISH COUNCIL MEETING.

No members of the public were present.

PUBLIC DISCUSSION ON ANY AGENDA ITEMS (NEW STANDING ORDERS)

The meeting started at 7.00 pm.

PRESENT: Councillors: Cllr B Stone - Chairman, Cllr Mrs M Elmes - Vice Chairman, Cllr G Blackman, Cllr R Bridge, Cllr G Barron, Cllr Mrs J Cherry, Cllr P Tungate and Mr R Morrad Clerk.

1. APOLOGIES FOR ABSENCE.

Min 1253:18. All members were present.

**2. DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA EITHER
PERSONAL OR PREJUDICIAL.**

Min 1254:18. Cllr P Tungate declared a personal interest in agenda item 11.

3. MINUTES.

Min 1255:18. The Minutes of the Meeting 1229:17 to 1252:17 held on 6 December 2017, copies of which had been previously circulated to members, were proposed by Cllr Mrs M Elmes, seconded by Cllr P Tungate, resolved to accept as a true record and signed by the Chairman.

**4. PLANNING APPLICATIONS REGISTERED FOR DECISION AND DECISION
REPORTS FROM MEDWAY COUNCIL RECEIVED.**

Min 1256:18. None received.

5. CORRESPONDENCE.

Min 1257:18. All correspondence had been sent to most members via email prior to the meeting. The clerk commented that any correspondence requiring attention/action was placed on the agenda at the agreement of the Chairman. Following a request from the Peninsula Methodist Church a further donation cheque is to be raised due to the loss of the original one which had been shredded in error. The original authorisation will cover this as it is not an additional request. Clerk to raise the cheque. This is to be accompanied by a letter expressing hope that the total donation from the Parish Council is used for the improvement of Stoke Church. Action: Clerk.

6. MONTHLY ACCOUNTS & BANK RECONCILIATION.

Min 1258:18. The monthly cheque list of cheque numbers:
000472 £553.31

000473 £39.99

Direct debits £51.34

Debit card usage agreed HMRC/Tax £138.20

Debit card usage agreed SLCC £158.00

Receive Bank reconciliation as at 31 December 2017. Total Bank assets. £33,640.13

These were proposed by Cllr Mrs M Elmes seconded by Cllr P Tungate and resolved that the said above accounts, copies of which had been previously circulated to all members, be approved for payment and accepted as a true record and the Chairman and one other member be authorised to sign them off. Action: Chairman and Clerk.

7. REPRESENTATIVES REPORTS ON OUTSIDE BODIES

Min 1259:18. No reports were tabled.

8. PLAY PARKS

Min 1260:18. The fence repair has not been completed yet as the contractor is awaiting materials. A small sign on the gate in Mallard Way Play Park is coming off; the clerk was requested to remove it. Action: Clerk.

9. WEB SITE/IT.

Min 1261:18. No comments were made by members.

10. HIGHWAYS & TRANSPORTATION

Min 1262:18. Cllr Barron reported that a fence panel has been dumped in Cuckold Green Road; this is located adjacent to telegraph pole No 6.

Cllr Mrs J Cherry said that she had sent the clerk some photos of fly tipping. Clerk to request Medway Council to collect it all. Action: Clerk.

11. J R BRICKWORK WORK REQUEST ORDER.

Min 1263:18. The following work was requested: Cut back branches from the entrance gate in Upper Stoke Play Park.

Cut back small tree branches in Lower Stoke play park, by the skate area.

Cut back small tree branches in Button Drive Play Park, in the small children's area.

It was resolved that the clerk issues an order. Action: Clerk.

12. VILLAGE HALL REPORT.

Min 1264:18. Cllr Mrs Elmes reported that the Nag`s Head P.H. had donated £50.00 from a raffle to the Village Hall fund, and a further £50.00 to the Air Ambulance fund. The AGM of the Village Hall is on 17th January 2018 at the Village Hall.

13. PENINSULA METHODIST CHURCH REQUEST FOR A FINANCIAL DONATION.

Min 1265:18. A request for £200 has been received from the church to help set up a companion café, along the similar lines to a dementia café type drop in for those with progressive conditions and their carers. This was proposed by Cllr P Tungate and seconded by Cllr G Barron. This was resolved. The clerk was requested to raise a cheque. Action: Clerk.

14. CLERKS REPORT.

Min 1266:18. The clerk reported that the contract for J.R. Brickwork is due to end at the 31st March. Members agreed that the clerk should ask the contractor if he could hold the existing hourly rates for a further year. Clerk to contact him and agenda his response at the February meeting. Action: Clerk.

Min 1267:18. The clerk reported that the Patches for the Defribulator will be expiring soon. Members requested that the clerk obtains a cost and place it on the February agenda. Action: Clerk.

Min 1268:18. Members were asked if they would like to receive email copies of the council's policies to replace the hard copies that had previously been given. All members who receive email correspondence now were happy for this to happen. Action: Clerk.

15. REPLACEMENT NOTICE BOARDS QUOTATIONS.

Min 1269:18. The clerk read out a number of options along with the various prices. Following a discussion, Cllr P Tungate proposed that a contract for the fixed price quote from Colyn Property Services be accepted. In addition signage in gold lettering on a black background to be used. This is to be Stoke Parish Council. Erected in memory of Don Jones. This was seconded by Cllr G Blackman and resolved. Clerk to let a contract. Action: Clerk.

16. REVIEW ITEMS FOR THE NEXT VILLAGE VOICES EDITION.

Min 1270:18. Items agreed for inclusion were: Notice boards. Donation to the Peninsula Church. Car Park actions that have been taken.

17. A. O. B. AT THE CHAIRMANS DISCRETION NO MOTIONS MAY BE PROPOSED NOR DECISIONS TAKEN UNDER THIS ITEM BUT IF MEMBERS WISH THEY MAY BE AGENDERED AT THE NEXT MEETING.

Min 1271:18. Agenda, C Pads for the Defribulator. J R Contractor Contract from the 1st April.

Members requested a meeting list schedule for the next financial year. Action: Clerk.

THE NEXT MEETING WILL BE WEDNESDAY THE 7 FEBRUARY 2018

There being no other business the meeting closed at 7.45 pm.

Signed.....Chairman

On the.....Day of.....2018