

MINUTES OF THE MEETING OF THE STOKE PARISH COUNCIL HELD ON WEDNESDAY 5 SEPTEMBER 2018 AT 7.00 P.M. AT THE VILLAGE HALL MALLARD WAY LOWER STOKE

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

A presentation from wHoo cares, Christine Chetwood, & Michelle Trumper. They explained what the organisation does and how it is helping a number of residents in Stoke. A survey is underway to ask residents about running a commuter transport service for the residents on the Peninsula. Members agreed to help publicise the survey information.

PUBLIC DISCUSSION ON ANY AGENDA ITEMS.

None.

The meeting started at 7.15 pm.

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

1. APOLOGIES FOR ABSENCE.

Min 1400:18. : Councillor: Cllr G Barron, personal commitments.

2. DECLARATIONS OF INTEREST FOR ITEMS BOTH DISCLOSABLE PECUNIARY. OR OTHER SIGNIFICANT. (OSIs).

Min 1401:18. Cllr P Tungate declared a significant interest in agenda item 11. Relative of the contractor.

3. MINUTES.

Min 1402:18. The Minutes of the Meeting 1380:18 to 1399:18 held on 4 July 2018, copies of which had been previously circulated to members, were proposed by Cllr P Tungate, seconded by Cllr Mr J Cherry, 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 1403:18. None received.

5. CORRESPONDENCE.

Min 1404:18. All correspondence had been sent to most members via email prior to the meeting. No further actions were requested on any item.

6. MONTHLY ACCOUNTS, BANK RECONCILIATION, & MONTHLY BUDGET.

Min 1405:18. The monthly cheque list of cheque numbers:

000488 £558.82

000489 £1376.90

000490 £558.82

000491 £195.00
 000492 £240.00
 000493 £420.00
 000494 £30.00

Direct debits £48.74 £52.10 & 57.94.

Debit card usage

HMRC/Tax Standing Authorisation. £139.60 August £139.60 September.

HMRC/ NI £1.59 & £15.06.

Viking £179.33.

KM Newsgroup £306.00

Receive Bank reconciliation as at 31 August 2018. Total Bank assets. £43710.25.

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 1406:18. PACT area committee report from Cllr G Blackman. It was reported that the village is to have a second PCSO. Amazon security personal are stopping people from using a public right of way in the area. The clerk was requested to ask Adam Taylor Public rights of way officer on Medway Council if it is due to a temporary order whilst work is carried out on the site. Action: Clerk.

Medway Council have a phone number which is 07718130962 to report parking offences between the hours of 6.30am and 1.00am. The clerk to advertise this on the web site and Village Voice. Action: clerk.

8. PLAY PARKS

Min 1407:18. Members discussed the recent tree inspection report. It was agreed that members would have a look themselves at a number of issues that had been raised in the report and have this item placed on the next month's agenda. Action: clerk.

9. WEB SITE/IT.

Min 1408:18. All members had previously received the web site usage.

10. HIGHWAYS & TRANSPORTATION & PRESENTATION ON FOOTPATHS.

Min 1409:18. Members asked the clerk to contact Medway Council regarding fly tipping in Cuckolds Green Road.

11. J R BRICKWORK WORK REQUEST ORDER.

Min 1410:18. No requests for work were made.

12. VILLAGE HALL REPORT.

Min 1411:18. No report was tabled.

13. CLERKS REPORT.

Min 1412:18. The clerk reported on the present situation on receiving authorisation forms to hold bank details of contractors that are used on a regular basis. More old paper files have been sorted out and another bag of documents for burning by the Chairman has been collected.

14. JOB VACANCIES: APPOINTMENT OF AN INTERVIEW AND SHORTLISTING PANEL SET UP.

Min 1413:18. Cllr Mrs J Cherry moved that the panel consist of the Chairman Cllr Stone, the Vice Chairman Cllr Mrs M Elmes, and Cllr Tungate. Also the clerk Mr Morrad should give technical and on job information if asked to do so, but would be a non-voting member of the panel. This was seconded by Cllr Blackman and resolved by members.
The panel members agreed to meet for a shortlisting on the 11th September at 7.00pm at Mackays court farm.

15. NEW 2018 DPI FORMS.

Min 1414:18. The clerk reported that all the DPI forms were now on the web site and that a copy had been sent to Medway Council as requested.

16. CONCLUSION OF AUDIT 2018.

Min 1415:18. The clerk reported that he had received the conclusion of audit from the external auditor and that the notices had been posted.

17. REPLACEMENT OF ELECTRODES FOR THE DEFRIBRILLATOR.

Min 1416:18. Cllr Tungate moved the purchase of electro pad`s as the date of life expectancy is the end of October. This was seconded by Cllr Bridge, and resolved. It was mentioned that it had been taken in an emergency last night but not used by the first responder.

18. REVIEW ITEMS FOR THE NEXT VILLAGE VOICES EDITION.

Min 1417:18. Medway Councils nuisance parking problems reportable phone number; wHoo cares survey about commuter transport service. Action: clerk.

19. 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 1418:18. wHoo cares request for a financial donation. Tree inspection report actions.

17. THE NEXT MEETING WILL BE WEDNESDAY THE 10 OCTOBER 2018.

There being no other business the meeting closed at 8.10pm.

Signed.....Chairman On the.....Day
of.....2018