

STOKE PARISH COUNCIL

50 Pepys Way, Strood, Rochester, Kent, ME2 3LL



MINUTES

Wednesday 12th June 2019

The Village Hall ~ 7.00 pm

Attendees: Cllr B. Stone ~ Chairman Cllr G. Blackman ~ Vice-chair
Cllr G. Barron Cllr J. Wallace
Cllr R. Bridge Mrs J. Allen ~ Clerk

Members of the public: 17

PUBLIC SESSION ~ NOT PART OF THE PARISH COUNCIL MEETING

Part A. Public Discussions

None.

Part B. Public Discussions on any agenda items

An abundance of concerns were raised surrounding the potential closure of Stoke Primary Academy, following a meeting held at the school on Tuesday 11th June. A request from the 'Save Stoke School' committee was also received asking for the Parish Council to consider funding of a coach to take the committee members and parents to no. 10 Downing Street to hand deliver a signed petition.

The meeting commenced at 7.35 pm

1. Apologies for absence

Min 1579:19 None

2. Declarations of any Pecuniary or Personal Interests

Min 1580:19 Cllr J. Wallace spoke to confirm of a pecuniary interest and/or significant other interest, having disclosed that she was the treasurer for the 'Save the Stoke School' committee.

3. Minutes from previous Annual Parish Council Meeting 1550:19 to 1578:19

Min 1581:19 The minutes of the Annual Parish Council meeting held on Wednesday 22nd May 2019, already circulated via the Clerk, Mrs. J Allen, were submitted. It was proposed by Vice-Chair Cllr G. Blackman and seconded by Cllr J. Wallace that they be approved as a correct record and signed by the Chairman. This motion was unanimously agreed.

4. Stoke Primary Academy (item 19 on the agenda)

Min 1582:19 With various appeals from members in the public gallery the Chairman agreed to bring item 19 forward to item 4.

Cllr J. Wallace spoke to formalise the request already received via the 'Save Stoke School' committee asking the members to consider funding a coach to hand deliver a signed petition to no. 10 Downing Street.

A discussion ensued in relation to the possible costs involved, of which it was established no quotes

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had yet been sought.

The Chairman, Cllr B. Stone, spoke to insist the Parish Council check if they were legally able to comply with this request before any formally decisions were made. It was arranged that the Clerk, Mrs J Allen, would speak to KALC to verify the situation and report back with her findings to the members within the next day or so.

With invitation from the Chairman a Parishioner spoke to ask the members, if were legally able to comply, if the Parish Council would consider assisting with the funding a coach. The Chairman Cllr B. Stone spoke, having asked each member of the Parish Council individually for an opinion, to verify this request would be taken into seriously if KALC agreed they were able to.

This motion was proposed via the Vice-chair Cllr G. Blackman, seconded via Cllr R. Bridge and unanimously agreed.

* *The majority of the members in the public gallery then left bar one individual.*

5. **Information arising from the minutes not on the agenda (item 4 on the agenda)**

Min 1583:19 None.

6. **Disclosure of any other business (item 5 on the agenda)**

Min 1584:19 None.

7. **To appoint Members of the Committees and representatives to other bodies (item 6 on the agenda)**

Min 1585:19 A short discussion between the members ensued, it was subsequently decided that the following members would represent Stoke Parish Council at the various committees and meetings:

- Cllr G. Blackman (Vice-chair) KALC Representative & the Police Liaison Committee Representative
- Cllr G. Barron KALC Representative
- Cllr J. Wallace Rural Liaison Representative
- Cllr R. Bridge Village Hall Committee

8. **Vacancies (item 7 on the agenda)**

Min 1586:19 The Clerk, Mrs J. Allen, spoke to advise receipt of zero (0) applications for the two remaining Parish Councillor vacancies since the co-option of the newest members at the last meeting.

She verified that she would check the situation in relation to the re-classing of these post as 'Casual Vacancies' with Medway Council (after the expiry of the statutory free co-option period of 35 days (dies non) after an election) and report back to the member with her findings.

9. **Planning Applications (item 8 on the agenda)**

Min 1587:19 None.

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10. Clerks Report (including correspondence) (item 9 on the agenda)

Min 1588:19 Before the Clerk began her report Cllr G. Barron spoke to confirm receipt of a hand written thank you note from Reverend Kan Yu for the Parish Council's support and kind generosity towards the 'Big Lunch Event' held on Sunday 9th June 2019. He subsequently passed this note to the Clerk for the Parish Council's records.

The Clerk, Mrs J Allen, spoke and provided the members with the following updates:

She verified that the Parish Council notice boards had fully updated with copies of the new agenda and that she had subsequently removed all the old paperwork. She advised that the 'Village Voices magazine' had included the summary of the Annual Parish Meeting (as prepared via the Chairman) and that the Stoke Parish Council website had also been updated to indicate the details of the 'New Council' along with copies of the agenda and confirmation of the two remaining Parish Councillor vacancies.

The Clerk, Mrs J. Allen, verified that since the last meeting she had paid the insurance company (Came & Co) the full agreed balance for this year's insurance cover and that she had also arranged a BACS payment for the agreed donation of £250 to be sent to Stoke Methodist Church in advance of the Big Lunch event.

Mrs J. Allen continued to update the members via verifying that she had been in touch with Colin Davis of Colyn Property Services to carry out the relevant repairs to the swing at Heron Way and that she was now awaiting confirmation as to when these works are able to take place. She also advised that she was waiting details of a quote from him to replace the front perspex on the notice board in Middle Stoke.

She finished her report in verifying that she had had very little postal correspondence however she had received a hard copy of the Parish Council's latest bank statement and a copy of Glasdon's 2019 brochure, which she was circulating to the members tonight, in relation to item 21 on the agenda, following Cllr R. Bridge's findings at the last meeting Ref: **Min 1567:19**.

11. Finance (item 10 on the agenda)

Payee	Reference	Payment Method	Amount	Notes
Cartridge World	-	DEBIT CARD	£42.90	Ink for office printer
HMRC	-	DEBIT CARD	£38.62	Mrs J. Allen National Insurance Payment ~ May 2019
Mrs J. Allen	-	BACS	£481.81	May 2019 wages
Mrs J. Allen	-	BACS	£35.00	Use of home office – May 2019
Came & Company	Min 1571:19	BACS	£931.13	Insurance 2019/2020 renewal
The Play Inspection Company Ltd	-	BACS	£270.00	Annual Play inspection of all 3 sites
Stoke Methodist Church	Min 1574:19	BACS	£250.00	Big Lunch 2019 Sponsorship
Vodafone Telephone & Broadband	-	DD	£34.00	Broadband & Phone line rental for June 2019
TOTAL			£2083.46	

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Natwest	-	Credit - BACS	£1.76	Interest on savings account
TOTAL			£1.76	

Min 1589:19 It was proposed via the Vice-chair, Cllr G. Blackman, and seconded via Cllr R. Bridge that the tables above, as previously circulated, be noted, the payments confirmed and any outstanding cheques authorised and issued. This motion was unanimously agreed.

12. **Representative Reports on outside bodies (item 11 on the agenda)**

Min 1590:19 The Vice-chair, Cllr G. Blackman, spoke to advise the members that he had attended a local Peninsular PACT meeting on the 11th of June. He reported that this meeting had been well attended with a member of the Neighbourhood Watch committee present, 2 Parish Councillors and the Community Safety Officer. He advised that this meeting had been very useful and informative but there was unfortunately was no new information he could share with the members on this occasion.

13. **Play Parks Contract (item 12 on the agenda)**

Min 1591:19 The Clerk, Mrs J. Allen, presented the members with the Play Parks inspections from the month of May, these reports confirmed that the equipment appeared to be in good order and were unanimously approved.

The Clerk, Mrs J. Allen also spoke to remind the members that the replacement swing at Heron Way was on order and that she would notify them once the appropriate repairs had been made.

Min 1592:19 The Chairman, Cllr B. Stone, spoke request the Clerk arrange for a quote for the installation of the replacement the bird deterrents, as discussed at the last meeting. It was unanimously agreed via all the members present that this quote should ensure the new deterrents be cut on an approximate height of three (3) inches.

14. **Website / IT (item 13 on the agenda)**

Min 1593:19 The Clerk, Mrs J. Allen, spoke to confirm receipt of the May 2019 website usage report, which she had circulated to all members prior to the meeting. This report was evaluated by the members and deemed acceptable.

15. **Highways & Transportation (item 14 on the agenda)**

Min 1594:19 Cllr R. Bridge spoke to confirm, that following pictures on Facebook earlier that day, that there had been reports of fly tipping along Cuckolds Green Road. The Chairman Cllr B. Stone spoke in response to Cllr R. Bridge's comments to advise that he had already personally reported this matter to the local Ward Councillor, Phil Filmer, that morning to address.

The Vice-Chair, Cllr G. Blackman, also spoke to confirm Medway Council had returned to readdress the verges in Middle Stoke, however he still felt that the greenery was still too high and could have been cut back even further. The Chairman, Cllr B. Stone, spoke to verify that he would monitor these verges, commenting that he felt it was extremely unlikely Medway Council would return for 3rd visit within such a short period of time to address the same issue.

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16. J R Brickwork (item 15 on the agenda)

Min 1595:19 No further requests for works were discussed / requested.

Following a works order however, made to via the Clerk in February 2019, to clear the brambles, weeds and greenery in the bottom corner of Allhallows Road in Lower Stoke Ref **Min 1506:19**, Mrs J. Allen expressed concerns that she had not head back from the contractor, despite chasing him.

The Chairman, Cllr B. Stone, spoke to advise the members that he would address the Clerk's concerns and if the works had not taken place then he would personally chase the contractor for an update.

17. Village Hall Report (item 16 on the agenda)

Min 1596:19 Owing to the recent uncontested Parish Council elections it was noted that there was no Village Hall report for the months of April, May or June due to subsequent withdrawal of previous Stoke Parish Council's Village Hall Committee member.

Following item 7 (item 6 on the Agenda) Ref: **Min 1585:19** it was noted that Cllr R. Bridge had now been appointed to this Committee, therefore it would hope that a subsequent report for the month of July would follow in due course.

18. Standing orders (item 17 on the agenda)

Min 1597:19 The Clerk, Mrs J Allen, presented the members with the previously adopted list of standing orders for the year 2018, details of which she had already circulated prior to the meeting.

It was agreed that due the length of this documentation, and taking into account that not all the members present had read this document in full, that this matter be readdressed at the next meeting in July.

The Chairman, Cllr B. Stone, therefore requested the Clerk ensure this item was added to the list of agenda items for the next meeting.

19. Medway Councils Code of Conduct (item 18 on the agenda)

Min 1598:19 The Clerk, Mrs J. Allen, presented the members with recommended register of Medway Councils Code of Conduct, copies of which she had previously circulated prior to the meeting.

Cllr G. Barron proposed to accept Medway Councils Code of Conduct, which was seconded via Cllr J. Wallace and voted in favour via both Cllr B. Stone and Cllr G. Blackman.

Cllr R. Bridge voted against this item citing his own personal disagreement to item 7.1.

20. Notice Board Repairs

Min 1599:19 The Chairman, Cllr B. Stone, spoke to advise the members that a new notice board in Upper Stoke was required, as not only was the front perspex cover to the board now damaged but also that this cover was too wide and too heavy to be maneuvered into the support struts singlehandedly via the Clerk.

With the members unanimously in agreement the Chairman, Cllr B. Stone, asked the Clerk to obtain a quote to replace the board with one of the same size and design as those situated in both Lower and Middle Stoke.

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21. Waste Bin

Min 1600:19 Following a discussion at the last meeting, instigated via Cllr R. Bridge raising his concerns for the general level of litter being dropped in the village. Ref: **Min 1567:19**, the Chairman Cllr B. Stone spoke to ask the members if the installation of additional bins along the high street might help.

Cllr R. Bridge spoke to verify that he thought an additional bin to be situated at Village Hall would aid this issue.

A brief discussion ensued as to who would be responsible for emptying the new bin and disposing of the waste where it was eventually and unanimously agreed via all members present to monitor this situation and not to install any new bins for time being.

22. Grass Cutting

Min 1601:19 The Chairman, Cllr B. Stone, spoke to verify that this matter had already been addressed in item 15 (item 14 on the agenda) and accordingly that he was moving onto item 23.

23. Village Voices Article

Min 1602:19 The Clerk, Mrs J. Allen, spoke to recommend that Stoke Parish Council dedicate their report for the month of July to praise the Stoke Methodist Church for hosting such an excellent Big Lunch event on Sunday 9th June.

The Chairman, Cllr B. Stone asked the Clerk to email him with her recommendations where he would liaise with her directly.

24. Any other business (no votes may be taken)

Min 1603:19 Cllr G. Barron spoke to remind the members that a parishioner in the village, was due to turn 100 years of age later next month. He suggested in recognition of this milestone that the Parish Council should consider commemorating this event via sending the gentleman in question a personalised birthday card.

After a short discussion it was unanimously agreed that Stoke Parish Council would discuss this matter in further detail at the next meeting, suggestions however were made in the interim to send the parishioner a 100th Birthday card and mention his milestone birthday in the next edition of the Village Voices publication, with his/his family's consent.

Cllr G. Barron also spoke to request the Clerk send the meeting packs one week in advance of the next meeting, to allow the members plenty of time to read through the correspondence enclosed. This request was unanimously agreed, with the exception that any additional information required could be sent separately if issued after the meeting packs had already been distributed.

25. Date of next meeting

Min 1604:19 The Chairman, Cllr B. Stone, spoke to confirm the date of the next meeting to be held at Stoke Village Hall on Wednesday 3rd of July 2019 at 7.00pm.

The meeting ended at 8.52 pm