

IWADE PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 10 August 2022

Present: Cllr. A. Dollimore – Chair Cllr. S. Lancashire Lynda Ives, RFO
Cllr. P. Hyde Cllr. R. Stalley-Moores PCSO K. Linge
Cllr. S. Cheeseman Borough Cllr. M. Baldock PCSO T. Green
Cllr. S. Waters – Vice Chair Borough Cllr. C. Woodford 2 Councillor Applicants
Cllr. B. Smith Samantha Gray, Clerk

1. Welcome and Apologies

The Chair formally welcomed everyone to the meeting. Apologies received and accepted from Parish Cllrs. Langham and Tolhurst.

2. Declarations of Interest and Dispensations

None.

3. Minutes of the Previous Meeting

Proposed by Cllr. Lancashire and seconded by Cllr. Waters, the minutes of the Monthly Parish Council meeting held 24 June 2022 were agreed and signed by the Chair as a true record. The meeting held 13 July 2022 was not quorate, therefore all business on the agenda has been adjourned to this meeting.

7.1 Councillor Applications

Chairman A. Dollimore brought item 7.1 forward. Two applicants attended the meeting to apply for the position of Parish Council member. Currently one vacancy – council members held a vote, and the result was unanimous for Donna Waters, who was welcomed and co-opted onto the Parish Council. Donna duly signed the Acceptance of Office form.

4. Visitors/Public Time

1. **Visitors** – None.

2. **County and Borough Councillors** –

a) Borough Cllr. C. Woodford advised:

- The Western Area Committee of Swale Borough Council have created an online Active Travel Survey which residents can contribute directly into. The deadline for responses is 31st August 2022.
- The broken fence at Grovehurst Road/Cormorant Road has been reported and repair will hopefully be arranged soon.
- Currently no update on the land behind Pintail Drive.
- The Parish Council can submit any concerns regarding the application for the Solar Farm at Raspberry Hill.

b) Borough Cllr. M Baldock advised:

- Kent County Council have issued a budget, and due to inflation, there is a cap on increasing council tax which causes a deficit in funds. This year has seen a deficit with bus services, fortunately Iwade has not been affected. There is a concern this will have an impact on road maintenance.
- Discussion with council members regarding a license to cultivate on Kent Highways land due to resident planting Laurels and a tree which are affecting the line of sight on Sheppey Way.

Council members do not wish to obtain a license to cultivate and were advised the resident needs to apply for this.

- The Grounds Maintenance contract with Swale Brough Council has increased in cost due to a 30% increase from the contractor.

3. **Community Warden/PCSO** – Community Warden – No report.

PCSO

Council members/RFO reported hearing drifting vehicles on Sheppey Way late in the evenings. Discussed the use of Hawkeye to deter the offenders. PCSO K. Linge advise she will be in contact regarding this.

Written report - Crimes of note: Nothing to note.

Anti-social behaviour and other incidents of note:

- 15/07/22 – The Street – Black Moped made off from Police. Driver was not identified, and the vehicle was showing as not having insurance.
- 19/07/22 – Coleshall Cottage, Sheerstone – Informant reported that he was possibly a victim of a doorstep scam. He had arranged to sell high valued items to a male on Facebook. When the male and his friend arrived at the door, they made small talk and asked the informant to put his bank details in to their Monzo account on their phone so they could transfer the money over. The informant did this but saw no confirmation notification appear. The males then stated that the money has been sent but the informant never received it. Due to this the informant told them to come back later for the items but they never returned, and the informant never got the money. Due to no money being exchanged and the goods not being parted with there is technically no crime.
- 22/07/22 – School Lane – 2 dirt bikes made off from patrols. Neither bike was displaying a VRM. Officers conducted an area search but was unable to locate the bikes.
- 25/07/22 – Grayling Road – reports of youths on e-scooters driving about swearing and shouting. I am aware of the issue but have yet to identify the riders.
- 26/07/22 – Meadow Brown View – Informant reporting nuisance bikes in the fields near to their house. The informant did have video footage, but it was from a distance and the riders were not able to be identified. The incident was called in after the fact.
- 04/08/22 – Mansfield Drive – Informant reporting that there is an issue with youths gathering in the car park smoking cannabis. The informant was not able to provide any descriptions for the youths. Local officer is aware and will be paying passing attention to the area.
- 05/08/22 – Sheerstone – there was a report of an abandoned truck in the road. Officers attended. Due to the vehicle not being stolen and not being driven at the time of officer's arrival it was reported to SBC for them to follow up and potentially serve a 7-day notice.
- 06/08/22 – Culnells Cottages – reports of 2 males driving off road bikes. Names of the riders were given and further enquiries into traffic offences are being looked at.

Items of good work:

- Both of the Games Trailer fun days went ahead as planned. Both sessions went extremely well. We had in excess of 20 youths at each session, all of whom seem to enjoy the day and were very vocal about having the event again. So, thank you for funding the days. Hopefully we can potentially look at doing it again during the next school holiday.
- There has been a significant reduction in the reports I have received about the nuisance group causing issues around the shops and the village in general.

5. **Matters Arising from the Minutes**

1. **20 MPH Zones and Highway Improvement Plans/Yellow Lines** – Cllr. Dollimore – Highway Improvements requested a hybrid meeting, council members advised they would prefer a site meeting. Clerk to contact Highway Improvements and invite Borough Cllr. M Baldock. **Action: Clerk**

2. **Planters, The Street** – no update. Keep on Agenda. *Action: Clerk*
3. **Bollards Ferry Road** – no update. Keep on Agenda. *Action: Clerk*
4. **Zebra Crossing, Iwade School** – Highway Improvements advised the Parish Council can add the request for a Zebra Crossing outside Iwade School to the HIP plan. Council members agreed and HIP plan has been submitted.
5. **Swallow Avenue – Add to HIP** – KCC advised the Parish Council to request yellow lines on the turning circle to prevent damage caused to property from vehicles turning in the road. Council members agreed.
6. **Tree – Village Hall Garden** – Cllr. Dollimore attended a site meeting with PTES regarding the tree in the village hall garden which is rotten. They advised they can remove the tree, and council members discussed and agreed to make a S.137 £250 donation to PTES, proposed by Cllr. Dollimore and seconded by Cllr. Waters. *Action: Clerk*

6. **Planning** – applications are viewable on: Swale: <http://pa.midkent.gov.uk/online-applications>; KCC: <https://cloud2.atriumsoft.com/KCCePlanningOPS/searchPageLoad.do>

22/502887/FULL: Erection of a garden room in rear garden (retrospective). 26 Cormorant Road Iwade Kent ME9 8WP

Council members discussed and advised: no comments.

22/502945/FULL: PROPOSAL: Garage conversion into a habitable room (Retrospective).71 Sanderling Way Iwade Sittingbourne Kent ME9 8TE.

Council members discussed and advised: Concern driveway does not have the provision for 2 vehicles.

22/503040/HYBRID - PROPOSAL: Section 73 - Application for Minor Material Amendment to approved plans condition 34 (amendment to proposed layout) pursuant to application 18/506677/HYBRID for - Hybrid application - Planning permission is sought for change of use of existing dwellinghouse to replacement farm shop with office above, and conversion of toilet block to farm produce store (167 sqm) and Outline planning permission is sought for demolition of existing agricultural buildings and farm shop, erection of up to 19 dwellings, erection of implement store, associated access road, parking, pedestrian footpath and landscaping (access and layout being sought only). ADDRESS: Halfway Egg Farm Featherbed Lane Sittingbourne Kent ME9 8RA

Council members discussed and advised: no comments.

22/503282/FULL: PROPOSAL: Retrospective application for use of part of the farm as the base for a road haulage business. Basser Hill Farm Basser Hill Lower Halstow Kent ME9 8GY

Council members discussed and advised: The infrastructure and accessibility to the address is not suitable for a haulage business.

22/503130/FULL - Address: Land At Raspberry Hill Lane Iwade Kent ME9 8SP
Proposal: Retrospective application for creation of an access track and parking area comprising 8no. spaces at Land at Raspberry Hill Lane, Iwade, Sittingbourne, Kent, ME9 8SP.

Council members discussed and advised: The infrastructure and accessibility to the address is not suitable.

22/503671/FULL - PROPOSAL: Erection of detached chalet bungalow with detached garage and associated parking. ADDRESS: 2 Springvale Iwade Kent ME9 8RY

Council members discussed and advised: no comments.

7. Correspondence

1. **Councillor Applications** – Chairman brought item 7.1 forward and discussed earlier in the meeting – see above.
2. **Wildlife Concern – email 06.07.22** – Council members advised to refer the residents concern to Swale Borough Council. **Action: Clerk**
3. **2021/22 Internal Audit Report** – Members agreed to accept the 2021-22 Internal Audit report and noted it raised no issues.
4. **ROSPA Garden Report** – Clerk to contact Handyman to carry out any necessary work. A copy has been given to the Village Hall Committee and Tinkerbells nursery, so they are aware of any work needed to the area under their control. **Action: Clerk**
5. **CCTV in lamp posts** – Swale Borough Council have invited council members to meet at their control centre to review setup and processes. Clerk to arrange meeting. **Action: Clerk**
6. **Planter, Sheppey Way – License to Cultivate** – The Parish Council do not want a license to cultivate on KCC land. Resident needs to apply for this. Clerk to contact KCC. **Action: Clerk**

8. Finance

1. **Cover for Maternity Leave – 1st October 22 to 1st February 23. Information from SLCC, Locum cover is £25-£40 per hour.** – RFO has agreed to cover the role of Clerk for 9 hours per week at £25 per hour, proposed by Cllr. Lancashire and seconded by Cllr. Waters. **Action: RFO**
2. **Increase in Insurance Premium – Beacon added to policy** – Annual additional premium of £13.11, has been waived on a pro rata basis with effect from 16th June 2022 up until the next renewal date on 1st June 2023.
3. **Poppy Wreath for Remembrance Sunday** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, members agreed to purchase a Wreath, Blue Ribbon and make a donation to The Royal British Legion at a total cost of £50. **Action: Clerk**
4. **Quotation for BSEN Load Testing – Iwade Festive Lighting 2022 - £1,260.00p** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire agreed to the quotation for BSEN Load Testing. **Action: Clerk**
5. **CPRE Subscription 2022/23** – Proposed by Cllr. Waters and seconded by Cllr. Cheeseman, members agreed to renew the CPRE subscription for £36 for the year. **Action: RFO**
6. **Grounds Maintenance Contract – to include additional areas in revised maps.** – Awaiting more information from Swale Borough Council regarding the additional areas in revised maps. **Action: Clerk**
7. **Pensions – Internal Auditor advises employer contribution to increase from 3% to 5%** - Proposed by Cllr. Lancashire and seconded by Cllr. Waters, members agreed to increase employer pension contribution to 5%. **Action: RFO**
8. **Christmas Tree Fence – Telly Tubby Hill** - Clerk instructed to contact the contractor regarding the cost of the Fence. **Action: Clerk**

9. **Accounts and Cheques raised at this meeting.**

1. Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, members noted the budget figures, and the accounts to the 31st of May and the following payments were agreed. Cllrs Langham and Lancashire to log in and authorize payments.

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
23.05.22	BACs	Arthur J. Gallagher	Insurance Premium 2022/23	£2081.21p
24.06.22	BACs	L. Fisher	Expenses – Telephone, use of home as office	£18.00p
24.06.22	BACs	S. Gray	Expenses – Telephone, use of home as office, First Aid Kit for Beacon lighting, Village Clean Up Refreshments	£81.23p
24.06.22	BACs	H.M. Revenue and Customs	Tax May	£35.80
24.06.22	BACs	Steve Wakeling	Handyman Fee and materials May	£199.00p
24.06.22	BACs	MEC 2001 Ltd	Heat Resistant paint for Platinum Jubilee Beacon	£90.00p
24.06.22	BACs	Andel Plant Ltd	Installation of Platinum Jubilee Beacon	£1620.00p
24.06.22	BACs	A. Dollimore	Food for Village Cleanup and two Flags	£116.46p
24.06.22	BACs	K.A.L.C.	Subscription 2022/23	£1285.80p
24.06.22	BACs	Victim Support	S.137 Donation	£50.00p
24.06.22	BACs	Citizens Advice Swale	S.137 Donation	£100.00p
01.06.22	SO	Staff Salaries	May	£1180.36p
01.06.22	DD	NEST	Pension contributions	£27.65p
01.06.22	SO	Invicta IT Solutions	12 Microsoft 365 Mailboxes and Exchange	£56.88p
01.06.22	DD	HugoFox	Website monthly fee	£29.99p
	DD	Npower	Electricity Supply, monthly	t.b.a.
30.06.22	DD	Countrystyle	Supply of Waste Wheelie Bin, monthly	£36.94p

2. Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, members noted the budget figures, and the accounts to the 30th of June and the following payments were agreed. Cllrs Langham and Lancashire to log in and authorize payments.

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
13.07.22	BACs	L. Fisher	Expenses – Telephone, use of home as office	£18.00p
13.07.22	BACs	S. Gray	Expenses – Telephone, use of home as office	£23.00p
13.07.22	BACs	H.M. Revenue and Customs	Tax May	£23.62p
13.07.22	BACs	Steve Wakeling	Handyman Fee and materials June	£245.00p
13.07.22	BACs	Iwade Village Hall	Hall hire Jan, Feb, March 2022	£65.25p
13.07.22	BACs	Royal British Legion	S.137 Donation	£15.00p
13.07.22	BACs	Action with Communities in Rural Kent	Membership subscription 2022/23	£90.00p
13.07.22	BACs	McCabe Ford Williams	Payroll processing, RTI submissions	£86.69p
01.07.22	SO	Staff Salaries	June	£1192.54p
01.07.22	DD	NEST	Pension contributions	£27.65p
01.07.22	SO	Invicta IT Solutions	12 Microsoft 365 Mailboxes and Exchange	£56.88p
01.07.22	DD	HugoFox	Website monthly fee	£29.99p
27.07.22	DD	Npower	Electricity Supply, Jan to May 2022	£559.18p
27.07.22	DD	Npower	Electricity Supply, July 2022	£86.10p
30.06.22	DD	Countrystyle	Supply of Waste Wheelie Bin, monthly	£36.94p
INCOME				
Pay Date	Pay Method	Received from	Reason	Amount
23.06.22	BACs	H.M.R.C	VAT Refund 2021/22	£4282.21p

3. Proposed by Cllr. Cheeseman and seconded by Cllr. Hyde, members noted the budget figures, and the accounts to the 31st of July and the following payments were agreed. Cllrs Lancashire and Hyde to log in and authorize payments.

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
10.08.22	BACs	L. Fisher	Expenses – Telephone, use of home as office, Ink Cartridges	£57.32p
10.08.22	BACs	S. Gray	Expenses – Telephone, use of home as office	£23.00p
10.08.22	BACs	H.M. Revenue and Customs	Tax July	£23.62P
10.08.22	BACs	Steve Wakeling	Handyman Fee and materials July	£245.00p
10.08.22	BACs	Viking	Stationery	£61.06p
10.08.22	BACs	Vibe Community Ltd	Youth Worker Cost (partnership with PCSO)	£60.00p
10.08.22	BACs	ROSPA	Village Hall Garden Inspection 2022	£84.00p
10.08.22	BACs	David Buckett	Internal Audit 2021/22	£354.95p
10.08.22	BACs	K.S.M. Ltd	Cutting verges o/s 63-65 School Lane	£45.00p
01.08.22	SO	Staff Salaries	July	£1192.54p
01.08.22	DD	NEST	Pension contributions	£27.65p
01.08.22	SO	Invicta IT Solutions	12 Microsoft 365 Mailboxes and Exchange	£59.04p
10.08.22	BACS	Invicta IT Solutions	Adjust. £2.16 overpaid June/July, taken into account, this amount now outstanding re increase in August	£2.50p
01.08.22	DD	HugoFox	Website monthly fee	£29.99p
27.08.22	DD	Npower	Electricity Supply, July 2022	£87.06p
30.08.22	DD	Countrystyle	Supply of Waste Wheelie Bin, monthly	£36.94p

9. Projects – Updates on Current and New

- 1. Christmas Lights Event 2022** – Clerk instructed to source snowmachine and apply for grant from Swale Borough Council, and to contact Swale Borough Council regarding a food license. Areas for road closure and the diversion route will remain the same as last year with one small change – when the lantern parade is in procession the road will be closed from the Village Hall. **Action: Clerk**
- 2. Next Village Clean up** – The next village clean up will be held Sunday 23rd October. Cllr. Hyde suggested replacing the duck house in the pond at Woodpecker Park during this time, details will follow. Budget for the Clean-up is £300, proposed by Cllr. Dollimore and seconded by Cllr. Smith. **Action: Clerk**

10. **Village Hall** – no further updates.

11. Reports from Representatives

- 1. Hall** – Cllr. Dollimore advised the new ceiling and lights are being installed, there is now CCTV around the perimeter of the building, and a keyless door lock has been installed. Bookings for occasional hirers has increased.
- KALC** – Cllr. Baldock advised the meeting was held Tuesday 9th August and councillors were re-elected for the same positions as previous year. Flo Churchill gave a presentation which included information on what Parish Councils can do. The Police also gave an update and advised they are also facing financial cutbacks.
- Swale Western Area Committee** – The next meeting is scheduled for 1st September.

12. Any Other Matters Arising

A Speed Watch was held on Sunday 7th August and witnessed one vehicle speeding.

13. Next Meeting(s)

Wednesday 14 September 2022, 7.30 p.m., in Iwade Village Hall

The meeting closed at 9.12 p.m.