

## IWADE PARISH COUNCIL

### MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Tuesday 9 February 2022

**Present:** Cllr. A. Dollimore – Chair  
Cllr. B. Whiting - Vice-Chair  
Cllr. S. Lancashire  
Cllr. R. Langham  
Cllr. S. Waters  
Cllr. S. Cheeseman  
Cllr. P. Hyde  
Lynda Ives, Clerk  
Samantha Gray (new Clerk)  
PCSO Kirsty Linge

#### **1. Welcome and Apologies**

The Chair formally welcomed everyone to the meeting. Apologies received and accepted from Parish Cllr. Smith.

#### **2. Declarations of Interest and Dispensations – None.**

#### **3. Minutes of the Previous Meeting**

Proposed by Cllr. Whiting and seconded by Cllr. Langham, the Minutes of the Parish meeting held on the 12 January 2022 were agreed and signed by the Chair as a true transcript.

#### **4. Visitors/Public Time**

1. **Visitors** – None attended.
2. **County and Borough Councillors** – None attended, no reports submitted.
3. **Community Warden/PCSO** – Community Warden – Report not received.

PCSO – Crimes of note: Reports of poaching in Raspberry Hill Lane, arrests made. Young people dealing drugs along Ferry Road. Meadow Rise, person taking photographs of properties. ASB issues in Holly Blue Drive, parents spoken to no further issues. ASB – children kicking balls in Swallow Avenue, causing a nuisance.

#### **5. Matters Arising from the Minutes**

1. **20 MPH Zones** and Highway Improvement Plans/Yellow lines – Cllr. Dollimore circulated a set of proposals, which Members agreed. Clerk to forward a copy of the proposal to County Cllr. Baldock. Ongoing, keep on the agenda. **Action: Clerk**
2. **Planters, The Street/Mansfield Drive** – Assessor has promised the updated Risk Assessment in the next two weeks. Keep on the agenda. **Action: Cllr. Dollimore/Clerk**
3. **Appointment of New Clerk** – Samantha Gray was introduced to all present, she will take over as Clerk to the Parish Council as from the 1 March 2022. She commenced with the Council on the 7 February, this is to allow a three-week cross-over period so that she can train with the existing Clerk in readiness for her taking up the post. Members were advised that she has been appointed on Point 12, of the Salary Scale - Scale LC1/LC2. Lynda Fisher, the existing postholder will stand down as Clerk on the 28 February and on the 1 March take up the post of Responsible Financial Officer, working 20 hours per month on the same Point and salary scale as at present.
4. **KALC Community Award** – Clerk to submit the details of an agreed candidate to the Kent Association of Local Councils. **Action: Clerk**

## 6. Planning

1. **22/500091/FULL:** 53 Springvale Iwade Kent ME9 8RX: Demolition of existing garage, porch and conservatory and erection of a new single storey extension front, side and rear extension (Revision to 21/503025/FULL) – No comments.
2. **22/500271/FULL:** Erection of a single storey pitched roof side extension with 2no. roof lights: 63 Stangate Drive Iwade Kent ME9 8TQ – No comments.

## 7. Correspondence – None.

## 8. Finance

1. **Trees and Plaque costs** – Proposed by Cllr. Dollimore and seconded by Cllr. Waters, agreed the quote of £665 from KSM to excavate and plant the 8 Hornbeam Trees in Woodpecker Park. Clerk to ask KSM to liaise with Rumwood Nursery as regards delivery of the trees. KSM to liaise with Cllr. Dollimore as to the siting of the trees. **Action: Cllr. Dollimore/Clerk**
2. **Queen’s Platinum Jubilee Beacon** – Clerk advised that she has applied for a Grant of £1000 from Swale Borough Council, which has been successful. Still no feedback on two proposed sites from KCC. Councillors suggested approaching Swale Borough Council to see if they will approve siting the Beacon in Woodpecker Park, which will alleviate the need for road closures. Cllr. Dollimore commented that fire precautions can be put in place as regards vegetation. Date agreed to light the Beacon 2 June. It was proposed by Cllr. Lancashire and seconded by Cllr. Langham: agreed to accept the quote from Taylor and Son of £600.08, plus VAT, for the supply of a timber post to sit the brazier on. Cllr. Hyde to source a Piper for the event. Keep on the Agenda. **Action: Cllr. Hyde/Clerk**
3. **Internal Audit Report 2020-21** – Proposed by Cllr. Dollimore and seconded by Cllr. Langham agreed to accept the 2020-21 Internal Audit, and Members noted it raised no issues.
4. **Christmas Tree Fencing** – Clerk instructed to check with KCC to see if fencing can be erected around the bottom of Telly Tubby Hill (this is to stop children gaining access to the Christmas Tree when in situ); if agreeable then to go out for quotes for a 3-foot picket style fence and a gate. **Action: Clerk**
5. **AVG Security Renewal** – agreed £29.16 for the renewal subscription, which is 50% of the annual cost, Bobbing Parish Council paying the other half.
6. **Iwade Ladies Group** – Proposed by Cllr. Dollimore and seconded by Cllr. Cheeseman, agreed a donation of £500; Clerk to request bank details so that this can be paid by BACs. **Action: Clerk**
7. **RFO Mailbox** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, agreed the monthly payment of £3.80p for the supply of a mailbox for the Responsible Financial Officer. **Action: Clerk**
8. **Accounts and Cheques raised at this meeting** – Proposed by Cllr. Whiting and seconded by Cllr. Langham, Members noted the budget figures, agreed the accounts to the 31 January 2022 and the following payments were agreed. Cllrs Whiting and Langham to log in and authorize payments. **Action: Cllrs. Whiting/Langham**

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
17.01.22	BACs	L. Fisher	Dell Inspiron Laptop	£499.00p
09.02.22	BACs	L. Fisher	Expenses – Telephone, use of home as Office, 50% cost of Stationery – paper, notepads, sticky notes	£51.89p
09.02.22	BACs	H.M. Revenue and Customs	Tax January	£353.45p
09.02.22	BACs	David Buckett	Internal Audit 2020-21	£329.95p

09.02.22	BACs	Steve Wakeling	Handyman fees and materials December	£249.00p
09.02.22	BACs	McCabe Ford Williams	Quarterly Payroll Preparation	£43.38p
01.02.21	SO	Staff Salary	December	£1322.52p
01.02.21	SO	Invicta IT Solutions	12 Microsoft 365 Mailboxes	£54.72p
01.02.21	DD	HugoFox	Website monthly fee	£29.99p
23.12.21	DD	Npower	Electricity Supply, monthly	£128.07p
30.12.21	DD	Countrystyle	Supply of Waste Wheelie Bin, monthly	£34.27p
<b>INCOME</b>				
Pay Date	Pay Method	Received from	Reason	Amount

**9. Projects – Updates on Current and New**

No updates.

**10. Village Hall**

No updates on the new hall.

**11. Reports from Representatives**

1. **Hall** – Nothing to report.
2. **KALC** – Next meeting 15 February.
3. **Swale Western Area Committee** – Next meeting 1 March. Agreed to ask Cllr. Smith if he is agreeable to being a Representative on this Committee, together with Cllr. Cheeseman. **Action: Clerk**

**12. Any Other Matters Arising**

The damaged lamp column to the front of ‘Telly Tubby’ Hill has not been reinstated properly, its still leaning. Clerk to contact KCC asking that this is remedied. **Action: Clerk**

**13. Next Meeting(s)**

Next meeting Wednesday 9 March 2022, 7.30 p.m., Iwade Village Hall.

**The meeting closed at 08.45 p.m.**