

IWADE PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 14 February 2024

Present: Cllr. A. Dollimore – Chair
Cllr. S. Fuszard
Cllr. T. Guest
Cllr. P. Holowczycki
Cllr. S. Lancashire
Cllr. R. Langham
Cllr. R. Stalley-Moores
Samantha Gray, Clerk

1. Welcome and Apologies

The Chair welcomed everyone to the meeting; apologies received from Parish Cllrs. Tolhurst, Hyde, and Waters, County Cllr. Baldock and PC Jez Chittim.

The Chairman moved agenda item 7.1 forward.

7.1 – Application for Parish Council Vacancy – Members agreed to co-opt Paul Holowczycki as a member of the Parish Council and he duly signed the Declaration of Acceptance of Office form.

2. Declarations of Interest and Dispensations – None.

3. Minutes of the Previous Meeting

Proposed by Cllr. Stalley-Moores and seconded by Cllr. Lancashire, the minutes of the Parish Council Meeting held on 10 January 2024 were agreed and signed by the Chair as a true record.

4. Visitors/Public Time

1. Visitors: None attended.

2. County and Borough Councillors: None attended.

3. Community Warden/Police Constable: Police Constable Chittim supplied a newsletter, see Appendix 1.

5. Matters Arising from the Minutes

1. ASB & Crime relating to the PROW between Springvale and Sheerstone – Still waiting to hear from Swale Borough Council who agreed to supply a temporary CCTV camera when one becomes available. The Clerk will take off the agenda until we receive further information. **Action: Clerk**

2. Memorial Plaque Policy – Members agreed to amend the policy to include the estimated cost to install a plaque and include the Planters in the village in the scheme, as well as the trees in the Woodpecker Park Memorial Walk. The Clerk will circulate to all members. **Action: Clerk/RFO**

The Clerk will add information about the scheme and how to apply to the Parish Council website. The scheme will be advertised on Facebook and the Village noticeboards. **Action: Clerk**

3. Iwade Boundary – Members discussed moving the Parish boundary line to border with the A249. The Clerk will circulate an example map to show the proposed new boarder to council members. **Action: Clerk**

4. CCTV – The CCTV camera at the end of Sheppey Way/Old Ferry Road was scheduled to be installed on 14th February. No further update, keep on the agenda for the next meeting. **Action: Clerk**

5. Jackson Civil Donation – Jackson Civil have agreed to donate £1,000 to a community project in Iwade. Cllr. Tolhurst, Cllr. Guest and The Clerk met with Jackson Civil to discuss using the donation to clear reedmace in the pond. Cllr. Tolhurst has been in contact with Swale Borough Council and the Environment Agency (EA), unfortunately the EA do not have resources to assist with the clearance at this time. Bring back to the next meeting. **Action: Clerk**

6. Southern Water/KCC Leak Investigation – A meeting is scheduled with Southern Water and KCC on Tuesday 20 February.

6. Highway Improvement Plan

1. 20mph speed limit – KCC Highways have advised speed surveys from October 2022 have been analysed and show Ferry Road, Grovehurst Road and Sheppey Way are not suitable for a 20mph zone and the Parish Council should consider additional measures, but the housing estates in the village are suitable. At a previous meeting with Highways, it was discussed that roundels should be installed as an additional measure. The Clerk will arrange a meeting with Highways and County Cllr. Baldock to discuss this. **Action: Clerk**

2. Sheppey Way – Council members discussed the tragic accident that occurred on Sheppey Way. The Clerk will contact KCC Highways to find out if they will take any action to improve safety for pedestrians using Sheppey Way. The Clerk will ask KCC Highways if this can be discussed when the meeting is scheduled to discuss the 20mph speed limit. **Action: Clerk**

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

1. 24/500081/FULL. Erection of 14no. bungalows with 21no. communal car parking spaces and amenity space. Land Off Sheppey Way Iwade Kent ME9 8QY.

Comment: Members are concerned about the location of the bin store, this is very close to neighbouring properties and request this is re-located.

2. 23/505729/FULL. Garage conversion to Utility and Home Office, with new window to front. 31 Chetney View Iwade Kent ME9 8SQ.

Comment: Members are concerned that the garage conversion is removing a parking space. Will there be adequate parking for the property? Members made no further comments about the application.

3. 22/504781/OUT: Sittingbourne Logistics Park Swale Way Sittingbourne Kent ME10 2FF. Outline application (all matters reserved except for access) for erection of up to 2,800m² of additional storage and distribution (B8 use) warehouse floorspace and HGV parking including access, parking, landscaping and other associated works.

Comment: Council members are concerned about the impact additional HGV's will have on traffic and infrastructure.

4. 18/505157/OUT: Land North Of Sanderling Way Iwade Kent ME9 8TJ. Outline application with all matters reserved apart from the means of access for residential development of up to 60 dwellings (with an illustrative layout to demonstrate adequacy of emergency and service access together with parking and indicative mix of house types, principles of landscaping ecological enhancement and surface water management) at land north of Sanderling Way, Iwade, Kent.

Comment: Council members note that previous concerns raised regarding access to the site and flooding have been addressed. Council members are still concerned with the increase in traffic. The junction where Sanderling Way, Ferry Road and The Street meets needs to be remodelled to cope with the increased

traffic from the new development, it is a dangerous junction at the present time and has had accidents and many near misses due to its narrowness, sharp bends and traffic calming. This remodelling should be included as part of this development and should not be ignored. Concern over health provision. Iwade has had many issues with health provision and at the present time residents often find it difficult to obtain a doctors appointment; this development will add further stress to the Iwade Medical Centre.

Educational provision. Iwade School is virtually full and cannot/should not (because of the stress on the existing highway infrastructure) be extended further. Concern about general lack of infrastructure.

All vehicles should not wait in the roadway/on-site prior to the actual agreed working times (normally 7.30am weekdays); this is because in the past, residents have suffered from noise from vehicles with their engines running/being unloaded on site at least 20 minutes before the working time, this needs to be written into the conditions.

7. Correspondence

1. **Application for Parish Council Vacancy** – see item 1 above. The Chair welcomed Paul Holowczycki to the Parish Council.
2. **KCC Kent Parish Council Winter Support Scheme** – Members agreed to apply for a donation to Iwade Church for the Swale Food Bank. **Action: Clerk**
3. **Pre-Submission Draft of the Kent Minerals and Waste Local Plan 2024-2039 – Regulation 19 Public Consultation January 2024** – Members read the information circulated to them and made no comments regarding the plan. **Action: Clerk**
4. **Telly Tubby Hill** – A resident reported an incident occurred on Telly Tubby Hill caused by broken plastic in the ground. A handyman attended the site to remove the plastic on the day of the report, and refilled the hole with soil. This area will be monitored.
5. **Councillor Resignation** – Members noted Cllr. Whiting has resigned from his position as Parish Councillor. Members would like thank Mr. Whiting for his contributions the council, he will be missed. The Clerk will advertise the vacancy. **Action: Clerk**

8. Parking on grass verges and pavements

1. **Ferry Road** – Speak to KCC to request bollards are installed on some of the grass verges in Ferry Road.
2. **Meadow Brown View and Cormorant** – The verges are not maintained by the Parish Council, refer the report to KCC Highways.
3. **Woodpecker and Turnstone** – The Clerk will find out who is responsible for maintaining this area.
4. **Wigeon Road** - The Clerk will find out who is responsible for maintaining this area. **Action: Clerk**

9. Policies – Members read and approved the updated policies:

1	Complaints	8	Recording Social Media at Meetings
2	Criteria for Awarding Grants	9	Safeguarding
3	Equalities	10	Social Media a Guide for Parish Councillors
4	Grievance	11	Social Media Policy
5	Health and Safety	12	Statement of Intent as to Community Engagement
6	Data Retention and Disposal	13	Training Statement
7	Operating Framework	14	Unreasonably Persistent and Vexatious

10. Finance

1. Interim Audit 2023-24 -

- a) **Interim Audit Report** – Members noted the Internal Audit Report, financial controls remained satisfactory. Members agreed that an internal audit is not necessary, next year we will revert back to a year end audit only. **Action: RFO**
- b) **Engage IT Consultancy to set up Cloud storage** – The internal auditor advised the Parish Council should engage IT Consultancy to ensure that all working files on the Clerk’s and RFO’s laptop are saved to a Cloud server. The Clerk will look into a local company carrying this out. Keep on the agenda. **Action: Clerk/RFO**

2. **CPRE membership** – Proposed by Cllr. Dollimore and seconded by Cllr. Lancashire, members agreed to the cost of £36.00p for a one year subscription.

3. **Repairs to lamp columns in Meadow Rise & Sheerstone** – Due to issues with a repair members did not agree to this payment.

4. **Anti-Virus protection renewal** – Proposed by Cllr. Lancashire and seconded by Cllr. Langham, members agreed to the cost of £79.99p for a two year subscription with AVG.

5. **Accounts and Cheques raised at this meeting** - Proposed by Cllr. Lancashire and seconded by Cllr. Guest, members noted the budget figures and the accounts to 31 January. The following payments were agreed, Cllrs. Langham and Lancashire to log in and authorize payments.

Action: Cllrs. Langham and Lancashire

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
14.02.24	BACs	L. Ives	Expenses – Telephone, home as office, AVG Ultimate Virus Protection 2-year subscription – January	£97.99p
14.02.24	BACs	S. Grey	Expenses – Telephone, home as office - January	£44.00p
14.02.24	BACs	H.M.R.C.	Tax January	£134.98p
14.02.24	BACs	Swale Borough Council	Annual CCTV Network Fee 12.08.23 to 11.08.24	£4650.00p
14.02.24	BACs	Swale Borough Council	Purchase of new CCTV Camera – Ridham Dock	£3086.40p
14.02.24	BACs	Farm Signs	Fingerpost, Telly Tubby Hill	£522.00p
14.02.24	BACs	Viking	New Printer with Refillable Tank for Clerk (Cartridges, which were becoming very expensive no longer needed)	£238.80p
14.02.24	BACs	Steve Wakeling	Handyman Fee and Materials December 2023 & January 2024	£311.00p
14.02.24	BACs	Impress Promotions Ltd	Adult and Children’s Hi Viz Jackets for Litter Picking	£97.00p
01.02.24	SO	Staff Salaries	January	£1463.51p
01.02.24	DD	NEST	Pension contributions January	£63.77p
01.02.24	DD	HugoFox	Website monthly fee	£35.99p
25.02.24	DD	Npower	Electricity Supply December	£195.62p
29.02.24	DD	Countrystyle	Supply of Waste Wheelie Bin	TBA
INCOME				
Pay Date	Pay Method	Received from	Reason	Amount
01.02.24	BACs	K.C.C.	Grant – Cllr. Baldock re CCTV Camera, Ridham,	£1500.00p
01.02.24	BACs	K.C.C.	Grant – Cllr. Baldock re Salt Bins	£350.00p

11. Projects – Updates on Current and New

1. **D-Day 80th Anniversary Beacon Lighting – 6 June 2024** – Members are still looking into catering options for Fish and Chips. The Clerk is waiting to hear back from the Paper Mill band. Clerk to leave on the agenda. **Action: Clerk**

2. **Christmas Event 2024 – Traffic Management** – Members need to set up a diversion route for the Christmas Event this year. Members asked the Clerk to contact Civil Jackson to enquire about diversion signs. Clerk to obtain quotes from Traffic Management companies. Cllr. Dollimore is looking into possible alternatives for the event during bad weather. **Action: Clerk/RFO**

3. **Litter Picking Scheme** – The Hi Viz-vets have arrived and members agreed that volunteers should be encouraged to wear them. McDonalds have agreed to donate four litter pickers to the Parish Council and help out during clean up events. Once the litter pickers arrive the scheme can go ahead. The Clerk will add information and contact details to the website. Cllr. Fuszard will update and supply the poster for advertising. **Action: Cllrs. Fuszard & Stalley-Moores/Clerk**

4. **Parish Council ‘Tracker’ update** – The tracker has been circulated to all members who have read and noted the updates. Cllr. Fuszard asked the Clerk to find out when the mobile mast installed by Three will go live. **Action: Clerk**

5. **Village Repairs:**
 - a) **Pond Management – Clear Reedmace** – Cllr. Guest informed the council he is applying to become a pond warden and will keep the council updated. Keep on the agenda. **Action: Clerk**

 - b) **Lamp column painting** – no update from KCC.
 - c) **Planters** – discussed in item 5.2.
 - d) **Any other updates** – nothing to report.

12. **Reports from Representatives**

1. **Village Hall Committee** – There is a new improved website which includes booking. Hires are going well. There is a water leak in the ceiling, a roof seal is needed and will be arranged.
2. **KALC Area Representative** – no update.
3. **Swale Western Area Committee** – the next meeting is 15 February.

13. **Any Other Matters Arising** – A council member advised they reported to the police that quad bikes are driving on the pavement on School Lane by the football field, and this is not an isolated incident. The Clerk has asked the CCTV control room if there is footage and will chase this up. **Action: Clerk**

Cllr. Fuszard reported that local business owners and staff were not aware they could attend Parish Council meetings. He will advertise that all residents are welcome to attend meetings.

13. **Next Meeting(s)**

Wednesday 13 March 2024, 7.30 p.m., in Iwade Village Hall.

The meeting closed at 08.50 p.m.