

PARISH COUNCIL MEETING

Wednesday, 20 March 2024 at 1930hrs

Shepherdswell Village Hall

MINUTES

To receive reports from the County and District Councillors, Kent Police Neighbourhood Beat Officer, Speed Watch, Neighbourhood Watch and Community Warden. Public questions and comments on non-agenda items (this section will be limited to 15 minutes or otherwise at the discretion of the Chair)

Speedwatch Report – a speed watch took place on 19 March 2024 on Church Hill. 36 vehicles passed, 3 of which were travelling over 30mph

Neighbourhood Watch Report – Cllr Symes will email a report to all Councillors

PUBLIC QUESTIONS

None

16/2024 IN ATTENDANCE & APOLOGIES FOR ABSENCE

Present: Cllrs John Bulaitis (PC Chair), Bradley Stauffer-Kruse (Vice-Chair), Marien Elgar, Barry Crush, Lyn Symes, Sue Taber, Terry Hunt, Sindy Denyer, Carole White, Keith Roberts, Mark Watson and Aidan Softley

5 Members of the public

Clerk: Jan Rousell

Apologies: None received

17/2024 MINUTES OF THE MEETINGS HELD ON THE 21 FEBRUARY 2024

Minutes of the meeting held on 21 February were agreed to be a true and accurate record proposed by Cllr Roberts seconded by Cllr Watson, **All agreed.**

18/2024 MATTERS ARISING

None

19/2024 DECLARATIONS OF INTEREST

Cllr Stauffer-Kruse declared an interest on item 23.01.

20/2024 PUBLIC PARTICIPATION LIMITED TO ITEMS ON THE AGENDA – 15 minutes in total.

None

21/2024 CHAIR'S REPORT

The Chair reported that his email address had recently been cloned and various emails had been sent maliciously to the Clerk and Councillors. These are spam emails and sent from a cloned email address

which in no way resembles a Parish Council email address. These emails should be disregarded. The Parish Council's email host has been contacted and has confirmed that no parish council email address has in any way been compromised.

The Chair commented on some posts on Shepherdswell News Facebook page regarding the Parish Council and the Precept. He asked people to consider what makes Shepherdswell and Coldred such wonderful places to live. Of course, there's the countryside, nice walks and surroundings. But what makes our villages such lovely places to live is the fact we have communities, different people from different backgrounds who come together to work for each other. That is what attracts people to Shepherdswell and Coldred and makes people proud of living in our villages. Our different groups, clubs, forums and societies, our School, Church and other associations – in the most part run by volunteers – are the basis of our community.

So, it is sad when people try to sow division within a community. People are encouraged to express their views. But it is wrong personalise issues. The Parish Council have many debates and often Councillors do not agree on some matters, however these issues are never personalised.

The Parish Council is part of the community and made up of people who give their time and energy for free. The Annual Parish Meeting will offer an opportunity for it to further engage with the community, to ask residents what they want, and what should be our priorities.

22/2024 CLERK'S REPORT

Dog Waste Bin, Mill Lane – the Clerk read out an email to the meeting which had been received from Dover District Council regarding reinstating the dog waste bin on Mill Lane. Their proposal is that rather than reinstating the dog waste bin on Mill Lane, the litter bin on the village green is used and they would waiver our fees for emptying the new litter bin which is going to be installed up at Reed Meadow.

Cllr Symes stated that it was important for there to be a dog waste bin somewhere in that vicinity as it is part of the North Downs Way. Cllr Symes proposed that we contact DDC to request that a dog waste bin be installed somewhere on the North Downs way, Cllr Watson seconded. **All Agreed**

Ground Maintenance Contract – several emails have been received from Parishioners giving their concerns regarding the works carried out recently.

Cllr Denyer proposed that the Contractor is written to formally explaining that we are deeply concerned with what happened at Coldred Green, the quality of their works and their compliance with their contractual obligations and so we are monitoring the delivery of their services, seconded by Cllr Watson. **All Agreed**

Solicitors – Cllr Denyer and the Clerk attended a meeting with Mowll & Mowll, a report is being prepared and will be with circulated once received.

23/2024 FINANCE

23.01 To approve payments.

Balances as 14 March 2024	£
Current A/C	2649.64
Business A/C	56117.53
INCOME	0.00
EXPENDITURE TO RATIFY	
Harmer & Sons (inv 22897)	753.28
Village Hall Fees	72.50
KALC (inv 9158297359) Training for Clerk	36.00
HMRC	49.42
Clerk's Wages	1083.57
Clerk's Expenses	40.00
Coldred Forum Planters	197.50
All Clear	123.00
Hugo Fox (inv INV-4480)	23.99
	£2355.27

Cllr Roberts proposed that the schedule of payments be approved, with the exception of the invoice from All Clear, which will be discussed in closed session at the end of the meeting, seconded by Cllr Elgar. **All Agreed** with one abstention.

23.02 The Clerk to contact KALC to seek advice on Electronic Device Security Policy.

24/2024 PLANNING COMMITTEE

Cllr Elgar reported following the Planning Meeting held this evening. Please see relevant minutes.

25/2024 FINANCE COMMITTEE

Cllr Hunt reported following a recent Finance Meeting. Everything necessary has been signed off, all of the audit controls will be complied with. The remainder of his report will be discussed in closed session at the end of the meeting. Cllr Taber proposed that the report should be accepted, seconded by Cllr White. **All Agreed**

26/2024 ANNUAL PARISH MEETING

A proposed format for the meeting has been circulated. The Annual Parish Meeting will be held on Wednesday 01 May 2024 at 7.00pm in the Village Hall.

A working group consisting of Cllrs Bulaitis, Taber, Watson & Symes will move the project forward.

Cllr Bulaitis proposed that the meeting should have a budget of £100 to cover the cost of hiring the hall, providing refreshments, producing marketing materials and so on. Cllr Hunt seconded. **All Agreed**

27/2024 COMMUNITY

27.01 Village Green Fencing – to review quotes

This will be held in closed session at the end of this meeting.

27.02 Village Hall

- i) Quote for electrical work following a Fire Safety Risk Assessment. Clerk to obtain more quotes and, exercising authority in accordance with the Financial Regulations Section 4.5, instruct the most appropriate Contractor to carry out the works.
Cllr White proposed that the Council purchase an Assembly Point sign for the village hall car park, seconded by Cllr Watson. **All Agreed**
- ii) Plumbing issues – Baldwin Salter have been consulted regarding the plumbing issues and have provided a quote for the requested work. Cllr Roberts proposed that the Clerk obtain further quotes, seconded by Cllr Crush. **All agreed** with 3 abstentions
Once quotes have been received an extraordinary meeting can be convened, if necessary.
Cllr Stauffer-Kruse suggested that it might be worth considering a maintenance contract in the future.
- iii) A plasterer has looked at the work needed in the main hall. This is a two person job due to the height and size of the area. Clerk to seek further quotes.
- iv) Preschool Roof Issues – an email has been circulated. Cllr Roberts proposed that the Clerk advise preschool to go ahead with the works and invoice the Council, seconded by Cllr White.
All Agreed

27.03 Moon Hill Request – an email has been circulated. Cllr Roberts proposed that, as a result of exceptional weather conditions, we provide funding – as a one off – to supply Type 1 to maintain the footpath that runs from Moonhill to the footpath between the recreation ground and Mill Lane. Seconded by Cllr Elgar. **9 Agreed**, 2 abstentions and 1 against

27.04 Coldred Forum Request – Cllr Roberts proposed that, in principle, the Parish Council put aside £125 to fund new signage for a ‘Village of the Year’ sign. Seconded by Cllr Hunt. **All Agreed**

The Chair recorded the Council’s Congratulations to Coldred Forum

28/2024 RECREATION GROUND

28.01 Request from Kings School regarding the use of the football pitch – Cllr Roberts proposed that this request is refused, seconded by Cllr Hunt. **All Agreed**

29/2024 DATE OF THE NEXT MEETING

Wednesday 17 April 2024 in Shepherdswell Village Hall at 1930hrs.