

PARISH COUNCIL MEETING

Wednesday, 16 April 2025 at 1930hrs

Shepherdswell Village Hall

MINUTES

To receive reports from the County and District Councillors, Kent Police Neighbourhood Beat Officer, Shepherdswell Green Spaces Committee, 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).

Nigel Baker, Chair of Shepherdswell Green Spaces Group, addressed the meeting. Minutes of the last meeting have been circulated and will be available on the Parish Council website. The group have now opened a bank account and so are now able to make appeals for grants. Contact has been made with DDC Community Development Team, who will assist with future projects as far as applications for funding and consultations. The article in the village magazine has attracted some interest. The fencing around the play area at the recreation ground needs immediate attention. Also, there are branches growing through the fence behind one of the goals on the football pitch. (Action: Clerk to notify Small Works Contractor)

Richard Woods, Speed Watch Co-ordinator, addressed the meeting to express his dissatisfaction with the recent correspondence related to the Local Cycling and Walking Infrastructure Plan (LCWIP) consultation. Additionally, he emphasised the need for more volunteers to support the community speed watch program, especially in Coldred.

The Chair thanked everyone for their contributions.

PUBLIC QUESTIONS

None

166/2025 IN ATTENDANCE & APOLOGIES FOR ABSENCE

Present: Cllrs Mark Watson (Chair), Barry Crush, Lyn Symes, Sindy Denyer, Marien Elgar, Terry Hunt, Carole White, Keith Roberts, Sue Taber and Aidan Softley

05 Members of the public

Clerk: Jan Rousell

Apologies: Cllrs Bradley Stauffer-Kruse (Vice Chair) and John Bulaitis

167/2025 MINUTES OF THE MEETING HELD ON THE 19 MARCH 2025

Cllr Hunt proposed that the minutes of the meeting held on 19 March 2025 were agreed to be a true and accurate record, seconded by Cllr Roberts. **AGREED with 1 abstention**

168/2025 DECLARATIONS OF INTEREST

None

169/2025 PUBLIC PARTICIPATION LIMITED TO ITEMS ON THE AGENDA – 15 minutes in total.

None

170/2025 CHAIR'S REPORT

Nothing to report

171/2025 CLERK'S REPORT

The turf which has been laid by WW Martin to repair the car park in Reed Meadow is being regularly watered and now seems to be taking. Several Councillors and Community Warden, Juliet West, worked hard to plant the saplings in Reed Meadow and these are being watered regularly too. The Clerk recorded her thanks to all for their help and also to the Cricket Club for the use of their hose pipe. The supplier is compensating the Parish Council for the delay in the delivery of dog waste bags – all dispensers have now been replenished and will be restocked regularly. A reminder that the Annual Parish Meeting is being held at the village hall on 7 May 2025.

Cllr White recorded her thanks to Cllr Taber for the supply of water and also Community Warden Juliet West for her hard work and help in planting the saplings.

172/2025 FINANCE

172-01 To discuss and approve the schedule of payments:

Balances as 08 April 2025	£
Current A/C	81073.44
Business A/C	88266.85
INCOME	
UK Power Networks – Wayleave	10.61
UK Power Networks – Wayleave	9.91
Cemetery – Taylor	280.00
Cemetery – Grilli	215.00
M Wright – Rent (08/04/2025)	260.00
Cemetery – Ralph	75.00
Precept	79537.50
EXPENDITURE TO RATIFY	
Hugo Fox – Website (inv 13294)	23.99
Clerk's Wages (April)	1124.62
NEST – Clerk Pension	60.23
Service Charge	6.00
EXPENDITURE TO APPROVE	
Small Works Contractor (inv 329)	515.94
Clerk's Expenses	254.59
Village Hall Fees	102.50
Harmers (inv 24851)	792.06
HMRC	155.34
Rialtas (Annual Software Support Fee)	243.60
Networld Sports (protection for cricket square)	145.60

KALC – Subscription (inv 9560)	850.54
KALC – Clerk CiLCA training (inv 9652)	360.00
	3420.17

Cllr Elgar proposed the schedule of payments be approved, seconded by Cllr Hunt. All AGREED

172-02 To discuss and approve the purchase of 5 laptops for Council use

Cllr Hunt proposed that the option of refurbished laptops purchased from The Laptop Station at a cost of £175 per unit be approved, seconded by Cllr Elgar. All AGREED

Councillors Roberts, White, Softley, Elgar and Hunt have all requested laptops for Council business. Councillor Crush also expressed interest in receiving a laptop for Council use; this request will be included on next month's agenda.

173/2025 WORKING GROUP REPORTS

173.01 Carbon Footprint Working Group – Cllr Denyer requested that the Council consider memorial trees as an alternative to memorial benches as part of efforts to reduce the parish's carbon footprint and provide eco living memorials. Carbon Footprint Working Group to discuss at their next meeting.

173.02 Highway Improvement Plan Working Group – Clerk to email HIP to KCC.

173.03 Reed Meadow Working Group – as previously stated, the saplings have been planted. These will be relocated to form a 'Copse' once more established. The working group recorded their thanks to Cllr Softley and his family and to Community Warden Juliet West. Volunteers are now needed to continue the watering.

173.04 Communications Working Group – there will be a report at the next meeting.

174/2025 COMMUNITY

174.01 Cemetery – to discuss and approve the updated regulations.

Cllr Hunt proposed that these regulations be approved, seconded by Cllr White. AGREED with 9 in favour and 1 abstention. Clerk to publish on website.

174.02 Coldred Village Green – to discuss and approve a request from resident

Cllr Roberts proposed that the request to use Coldred Village Green for a Community music festival be approved, seconded by Cllr Elgar. All AGREED

174.03 Reed Meadow – to agree to accept costs for clearing brambles and removing branches

Councillor Denyer proposed that the Council approve the expenditure of £120 for removing branches from trees in the chained car park, but that the Clerk remind the Grounds Maintenance team of their contractual obligation to clear brambles around the kissing gate entrance to Reed Meadow. This was seconded by Councillor Hunt. All AGREED.

174.04 Recreation Ground

- i) The minutes of the Shepherdswell Green Spaces Group meeting were acknowledged.
- ii) **Cllr Symes proposed that the Council contribute up to £2,000 towards the purchase of a 20' storage container to replace the existing structure, seconded by Cllr Denyer. AGREED with 6 in favour and 4 abstentions.**
- iii) **Cllr Denyer proposed that Council provide a letter of consent to the Football Foundation giving permission for the above works to take place, seconded by Cllr Symes. AGREED with 1 abstention.**

175/2025 To resolve that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of confidential information

175-01 Tree Inspection Report – to discuss quotes and approve the most suitable for remedial works

Cllr Hunt proposed that the quote for £3160 to carry out remedial works following the Tree Inspection be accepted, seconded by Cllr Crush. AGREED with 1 abstention

176/2025 DATE OF THE NEXT MEETING

This will be the Annual Parish Council Meeting on Wednesday 21 May 2025 in Shepherdswell Village Hall at 1930hrs

DRAFT