

# PARISH COUNCIL OF BENENDEN

Minutes of the meeting of the Council held on Monday 21<sup>st</sup> July 2014 at The Memorial Hall at 20.00 hours, pursuant to notice

Present: Cllr Reynolds (Chairman), Cllr Chorlton, Cllr Marshall, Cllr Henning & Cllr Thomas (Vice-Chair)

In Attendance: Fiona Chalk – Clerk, 12 members of the public

**071/14 Presentation by Stephen Whitehead – Community Safety Manager TWBC**

He advised the following:

- The Community Safety Office is in the Town Hall and is staffed by police, PCSOs, Anti-Social Behaviour officer and Community Wardens
- They monitor CCTV cameras
- Focus on education, engagement and support
- 5 key priorities are theft, domestic abuse, violence, shoplifting, road safety
- Provide SmartWater kits to anyone who has been burgled
- They sell crime prevention materials at cost
- Scams are currently a big concern
- Legal highs are also an issue as very dangerous
- REPORT ALL CRIME ON 101 no matter how trivial
- Working with KCC on resources road traffic schemes
- Report nuisance phone calls on 101
- Some safety equipment will be left with the Clerk

**072/14 Apologies and Welcome**

Apologies were received from Cllrs Davies, Barker and Cook as they are on holiday. Cllr Chorlton was welcomed to the Council.

**073/14 Parishioners Questions**

The previous minutes state that planning site meetings will only take place on an as and when required basis. It was suggested that these site visits are a good opportunity for Cllrs to meet parishioners. The Chair advised that not all applications need a site visit but the suggestion was appreciated.

**074/14 Declaration of Interests and Alterations to Members Register of Interests**

No interests were declared and no changes were made to members Register of Interests.

**075/14 Minutes of the Ordinary Meeting of the Council held on 2<sup>nd</sup> June 2014**

It was resolved that the Chairman is authorised to sign the minutes of the meeting held on 2<sup>nd</sup> June 2014.

**076/14 Matters Arising**

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Chairman..... Date.....

Page 1

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- Public Toilet Lighting – it was resolved that Kent Electrical and Lighting Centre proceed with installation and repair of lights and sensors as per their quote of 13<sup>th</sup> May.
- It was resolved that no permanent site be agreed for the recycling bins until the application for the car park is approved. The Council will continue to put pressure on TWBC to recycle glass.
- A Health and Safety report at the primary school has requested 3 of the 2 paper recycling bins be removed as they are blocking the school entrance. TWBC have now removed these.
- It was resolved that the Clerk be given a budget of £800 to purchase a new laptop for the office, a Microsoft Office package and an external hard-drive.
- The first defibrillator box has arrived and will be installed at Wheelwrights, The Street, Benenden in due course. It was noted that about 40 persons in the village have been trained in the use of it.

**077/14 Co-option of Parish Councillor**

It was noted that 2 persons have put themselves forward for co-option, Peta Grant and Jane Ellis. It was resolved that Jane Ellis be co-opted onto the Council. The Chairman thanked Peta Grant for her application and willingness to stand.

**078/14 To consider Insurance Renewal**

It was resolved to approve the Insurance Renewal in the sum of £4751.93. It was noted that this was slightly less than last year and includes insurance for Harmsworth Memorial Trust and the Village Hall for which both premiums will be recharged. The Council is in its second year of a 3 year agreement. The Clerk advised that volunteers such as the Tree Warden are now covered under Employers Liability in the policy as is the speedwatch equipment. The defibrillator box will be added.

**079/14 To consider Grant Applications**

It was resolved to gift £250 to the Samaritans under S137. The request by Standen Street Fruit Farms was deferred for further information.

**080/14 Reports by Cllrs Dawlings, Holden and Hall**

There were no Cllrs present due to holiday commitments.

**081/14 Reports by Clerk, Chairman and Parish Council Representatives**

1. Primary School – Benenden has been put forward for a new tranche of funding, the results will be known in January 2015
2. Chairman’s meeting. The report, highlighting TWBC planning issues and asset disposal, was noted.
3. Civic amenity vehicle service may be withdrawn. Cllrs expressed concerns that flytipping would increase and therefore this service cannot be lost. Benenden is quite remote from the recycling centre.
4. WW1 commemoration – the exhibition is well advanced, the Deputy Mayor is attending. It was suggested Cllr Davies be his guide at the event. 220 invites have been sent, approx.. 65 have confirmed their attendance.

5. Streetcruizer agreement has expired and no new contract has been submitted, despite the Clerk's request for such. The service is continuing but it was noted that the cost may significantly increase due to withdrawal of funding by KCC.

**082/14**

**Planning & Highways Report**

**14/501153/FUL** – Replacement windows at Broomhill, Dingledden, Benenden. It was resolved to recommend approval.

**14/500885/FUL** – Installation of new access control barriers at Benenden Girls School. It was resolved that a site visit should take place and responses be sent to the Clerk via email.

The Chairman advised he has meet with Cllr Sean Holden and Cllr Tom Dawlings regarding Highways issues and advised that Cllr Holden is to ascertain the cost of new road signs i.e. 40mph signs and moving of signs near the village crossroads. TWBC are to survey the land at Cherryfields to see if it is suitable for a soak away to be dug to prevent the flooding at Cherryfields. The current soak away does not have enough capacity.

**083/14**

**Financial Report**

1. Monthly Finance report. Resolved that payment of the June 2014 cheque list is ratified and the approved and the Chairman signed the Bank reconciliation and Bank statement.
2. The budget report for the first quarter was noted.
3. The Internal Audit report submitted by David Buckett was noted and it was resolved the recommendations in it are actioned by the Clerk, if they have not been already.

**084/14**

**Training and Development**

It was noted that the next new councillor training session is in September and councillors are to advise the Clerk if they can attend. It was resolved that the Clerk attend the Annual Finance conference at a cost of £72, if applicable.

**085/14**

**Local Consultations**

It was resolved that Councillors feedback their comments to the Clerk by 10<sup>th</sup> August on the Farmsteads Consultation document issued by TWBC.

**086/14**

**Correspondence Report**

The report was noted. It was resolved that the Right of Way maps be advertised on the web as being available to the public at the Parish Office.

**087/14**

**Items for future consideration**

None

**088/14**

**Staffing**

It was resolved that the Clerk be awarded a small pay increase of approx.. 3% by being placed on the nearest NJC pay scale, point 28. It was noted that a pension will be paid to the Clerk through the NEST system – the Clerk to liaise with KALC/SLCC on this matter. It was agreed the office hours be amended to 9am-12 noon on Mondays and Thursdays.

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Chairman..... Date.....

Page 3

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**089/14**

**Date of Next Meeting**

15<sup>th</sup> September 2014 at 7.30p.m. at Iden Green Pavilion, Iden Green

The meeting closed at 9.25p.m.