

**NETTLESTEAD PARISH COUNCIL
MINUTES OF A REMOTE PARISH COUNCIL MEETING
3rd SEPTEMBER 2020 AT 7.30PM**

Members Present

Cllr David Meredith – Chairman
Cllr Jackie Bennett
Cllr Anita Van-Hensbergen
Cllr Emily Salter
Cllr David Thomas joined the meeting at 8.10pm

Also, in attendance – Mrs Michelle Rumble

1. **Apologies for absence**

Cllr Alison Green

2. **Declaration of pecuniary or personal interest in any item on the agenda**

Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer.

There were no such declarations.

3. **Minutes last meeting**

The minutes of the meeting held on the 3 July 2020 were reviewed, and amendments were made to the cheque list in the minutes whereby the Clerk Expenses cheque for August had been duplicated in the July list. Subject to this amendment, the minutes were approved and signed as a true and correct record, **RESOLVED** by all members present.

4. **Matters arising from previous minutes and action points**

New website

The deadline for this now was the 1st November and it is in the process of being transferred over to Cantium the new website provider.

Cableway

This had now been installed

Criminal damage to Vehicle in Nettlestead

The Clerk had contacted both KCC and the PCSO, and the response was conveyed to the resident concerned.

Footpath

The Footpath which runs along the back of the Three Sons was open and could be walked along.

Flood Warden

At this time, the new Flood Warden is not able to have their details printed in the Parish Magazine as they are still waiting for contact from the Chairman of the Joint Parishes Flood Group who will explain the role of Flood Warden to them. Cllr Meredith will contact him to follow this up.

5. **Neighbourhood Watch**

No report

6. **Police report**

PCSO Nicola Morris was not in attendance and no report had been received. It was noted that a Resident of the Parish had been scammed and it was **RESOLVED** by all members present that an article on scamming will be placed in the next edition of the Parish magazine.

7. **Chatterbox**

Cllr Bennett was in attendance and gave her report, and it was noted that the Hop Pole Pub had recently been refurbished and reopened by the new owners, and it was hoped there might be a socially distanced Chatterbox meeting in October, but this was still to be confirmed. The Clerk was asked to contact the new owners of the Hop Pole to make sure the Notice board could continue to be located on the outside building.

8. **Parish magazine**

The Parish magazine had been distributed.

9. **Village hall**

The Village Hall will remain closed and will only open when it is safe to do so.

10. **KGV FIELD**

Goal Nets

Since the last meeting in July the questionnaire had been circulated and the results of this was discussed at the meeting. It was noted that a sizeable majority favoured the retention of the goal nets on the field, with most preferring them to remain in their current positions. Those who play football on the field also supported the idea of larger protective nets. It was **RESOLVED by all members present** that at this present time they will seek quotes to make the netting wider and higher, and wait for those to come back and will then make a decision on how to proceed.

The meeting wished to record their thanks to Mr Van Hensbergen for his work on the collation of the survey results.

Grass cutting

The Field was looking good after having its most recent cut.

GM Contract

The Grounds Maintenance contract was up for renewal in 2021, the Clerk will circulate the current specification and if any amendments are to be made then this will done and once all Councillors are happy, the Clerk will seek quotes for the contract on a 3 year term. It was **RESOLVED** by all members present that the existing Contractor would be asked to quote again.

11. **CHURCHYARD**

No update since the last meeting.

12. **HIGHWAYS AND FOOTPATHS**

Footpaths

KCC have carried out the siding out, unfortunately some of the spill from this was deposited on the grass at the bottom of Gibbs Hill. The Clerk was asked to contact KCC to see if this could be cleared away.

It was also noted the signs for Hamsptead Lane were laying down and the Clerk was asked to report both.

Report a Fault reference number 523310

Report a Fault reference number 523318

Highways

It was noted that a part of a branch had fallen off the Ash tree at the bottom of the KGV field onto the roads, and Councillors has attended a site meeting on 22 August. Quotes to remove low hanging branches had been sought, and a decision on tree cutting will take place outside of a formal meeting as soon as clarifications had been received.

13. CORRESPONDENCE

Planning reform consultation – this was noted by all members but did not feel a reply was necessary.

14. PLANNING

20/503753/FULL	<p><i>The Three Sons, Hampstead Lane, Nettlestead</i> Erection of 2no. ancillary outbuildings for existing Gypsy/traveller site (part retrospective). It was RESOLVED by all members present that they would like to see this application refused on the following grounds: - Metropolitan Green Belt Flood Zone 3 The site plan is not accurate as the proposed buildings number 2 is visible from the road and possibly number 1 is also visible.</p>
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DECISIONS MADE BY MBC

As below

20/502539/TCA	<p>8 Phoenix Cottages Maidstone Road Wateringbury ME18 5EH Conservation area notification to fell and remove one large Cypress tree; Prune one mature cherry back to height of 4 metres; Cotoneaster - Remove sections of branch extending over shed roof, reducing the height to 2.5m. APPLICATION APPROVED</p>
20/502203/SUB	<p>Nettlestead Yard Maidstone Road Nettlestead Maidstone Kent ME18 5HP Submission Of Details to Discharge Condition 9 - 1) Investigation site and contamination report, 2) Detailed proposals, 3) Quality assurance scheme, 4) Closure report, Condition 13 - Slab levels, Condition 14 - Site provision a)</p>

	Construction Vehicles, b) Parking, subject to 17/503346/FULL. Split - Part Allowed/Part Refused
20/502069/FULL	Cherry Hill Maidstone Road Nettlestead Maidstone Kent ME18 5HE Minor material amendment to condition 9 of 19/503867/FULL (Demolition of existing outbuilding and erection of a detached dwelling) for alterations to window and door positions. APPLICATION APPROVED
20/502588/FULL	4 Malthouse Cottages Maidstone Road Wateringbury Maidstone Kent ME18 5EJ Increase roof height of courtyard enclosure, installation of 1no. roof lantern and alterations to windows and doors. APPLICATION PERMITTED

15. FINANCE

15.1 To note Budget monitoring report to September 2020

Noted by all members

15.2 To resolve that the cheques presented can be signed

RESOLVED by all members that the cheques are approved and will be signed at the end of the meeting.

It was also noted that as there had not been a meeting in August and payments for this month had been made that they should be formally approved at this meeting,

NPC - Cheque List - August					
Cheque No	Gross	VAT	Nett	Supplier	Details
022106	£40.27	£1.33	£38.94	Mrs Michelle Rumble	Expenses - August
022108	£471.04	£78.51	£392.53	Capel Groundcare	GM Contract
022109	£85.16	£4.06	£81.10	Eon	Street lighting energy - June
022110	£100.00	£0.00	£100.00	Lionel Robbins	Internal Audit
022111	£278.40	£46.40	£232.00	ROSPA - Playsafety	Play inspection
022112	£40.00	£0.00	£40.00	ICO	Subscription
022113	£5,307.36	£884.56	£4,422.80	Capel Groundcare	Cableway Installation
022114	£22.80	£3.80	£19.00	Fresh Air Fitness	Parts
DD0801	£8.40	£1.40	£7.00	Sage Payroll	Payroll fee - August
SO0801	£598.33	£0.00	£598.33	Mrs Michelle Rumble	Salary - August
	£6,951.76	£1,020.06	£5,931.70		

NPC - Cheque List - September					
Cheque No	Gross	VAT	Nett	Supplier	Details

022115	£87.99	£4.19	£83.80	Eon	Street lighting energy - July
022116	£77.99	£1.33	£76.66	Mrs Michelle Rumble	Expenses
022117	£471.04	£78.51	£392.53	Capel Groundcare	GM Contract - August
022118	£175.00	£0.00	£175.00	Hadlum Design & Print	Parish magazine
022119	£0.00	£0.00	£0.00	Cancelled	
022120	£13.40	£0.00	£13.40	HMRC	PAYE/NIC
022121	£83.44	£0.00	£83.44	Mrs Michelle Rumble	NALC Payrise
S00901	£8.40	£1.40	£7.00	Sage Payroll	Payroll fee
DD0901	£598.33	£0.00	£598.33	Mrs Michelle Rumble	Salary - September
	£1,515.59	£85.43	£1,430.16		

- 15.3 To receive and approve the Internal Audit Report for 2019/20
It was **RESOLVED** by all members present that this is received, and the content noted
- 15.4 **Reviewed** Standing Orders to approve
It was **RESOLVED** by all members present to accept this policy
- 15.5 **Reviewed** Financial Regulations to approve
It was **RESOLVED** by all members present to accept this policy
- 15.6 **Reviewed** Complaints Policy to approve
It was **RESOLVED** by all members present to accept this policy
- 15.7 **Reviewed** Annual Risk assessment
It was **RESOLVED** by all members present to accept this policy
- 15.8. **Reviewed** Statement of Internal Control
It was **RESOLVED** by all members present to accept this policy
- 15.9. **Reviewed** Retention Policy
It was **RESOLVED** by all members present to accept this policy
- 15.10. **Reviewed** Protocol recording meetings policy
It was **RESOLVED** by all members present to accept this policy
- 15.11. **Reviewed** Lone Worker Policy
It was **RESOLVED** by all members present to accept this policy

16. **FUTURE AGENDA ITEMS**

KGV Field Goal nets - quotes

Footpath signage

Flood wardens

Tree quotes – this will be approved by email, but will be accepted at the next meeting

Website

GM Contract

17. **DATE OF NEXT MEETING**

The next Parish Council meeting will be on the 1st October - this will be a remote meeting of the Council

There being be no further business the meeting closed at 21.00pm