



## St Nicholas-at-Wade with Sarre Parish Council



### Approved Minutes of the Virtual Parish Council Meeting held via Zoom, on Tuesday 19<sup>th</sup> May 2020 at 7.30pm.

**Present: Councillors G. Bryant (Chairman), L. Ageros, G. North, P. Radclyffe, L. Fallon, D. Divers**

**Also, Present: Sara Archer – Clerk, District Cllr R. Pugh, County Cllr L. Hurst plus 2 members of the public.**

In accordance with Regulation 4 of the Local Authorities and Police and Crime Panels (Coronavirus)(flexibility of Local Authority and Police and Crime Panel Meetings) no Annual Meeting will be held and the current Chairman will remain in place until an Annual meeting is held.

#### **1/20-21 APOLOGIES FOR ABSENCE**

Apologies had been received from District Cllrs David Hart & Trevor Roper.

#### **2/20-21 DECLARATIONS OF INTEREST**

None declared.

#### **3/20-21 PREVIOUS MINUTES**

**RESOLVED: To approve the minutes of the Parish Council meeting held on 10<sup>th</sup> March 2020. These were proposed by Cllr Divers, seconded by Cllr North, all present agreed and therefore the minutes would be signed by the Chairman as a correct record when able.**

#### **4/20-21 CHAIRMAN'S REPORT**

Cllr Bryant read his report as follows:

Thank you all for attending this, our first virtual meeting. I am grateful to Sara for making this possible. In this unprecedented time, we have seen some remarkable acts of courage, helpfulness and kindness. Each Thursday evening for the last six weeks we have come together as neighbourhood communities to thank all key workers in this difficult period.

I would like to thank those that have litter-picked as part of their exercise regime. I have been out working with Martin and James over the last couple of Thursdays. They have done a great job at both the cemetery and Bell Meadow. They have asked me about the possibility of getting some more equipment. They particularly need a motorised brush cutter to get rid of the masses of cow parsley around the villages. On the 16<sup>th</sup> April we, at last, received the £34,000 s.106 money from phase 2 of The Manor Road development. I asked Sara to place £10,000 on deposit and therefore after receiving £15,000 precept and paying KCC £4,000 for the new gates in Sarre we have nearly £40,000 in our current account. This means that I hope you will consider a £300 budget for the investment in a brush cutter worthwhile.

**RESOLVED: To approve the purchase of a brush cutter up to a maximum £300. (Proposed: Cllr Bryant, no objections)**

Last evening I was in Sarre and noticed that signs had been sprayed on the roads as to where the new gates are to go. These are now close to being installed after agreeing with land owners, negotiating with KCC Highways and paying for the gates. We can see that a lot continues to be done during the lockdown.

In April, I circulated a briefing paper to Councillors. A number of proposals will come up later in the agenda (item 11/20-21 d to h).

One final request, I would like to make is that you allow me to reward all the waste operatives at Thanet District Council. They are rather marginalised key workers. We continue to work in partnership with the waste management team at TDC; they have supplied us with dog poo bags, street cleaning equipment and supported the litter picking not to mention the fly-tipping they remove for us. With your permission I would like to spend £50 on the 125 waste management workers. This will be to buy four boxes of Mars bars, that I understand they will appreciate.

**RESOLVED: To approve the purchase of Mars bars for the waste management workers. (Proposed: Cllr Bryant, no objections)**

### **5/20-21 CLERK'S REPORT/CORRESPONDENCE**

The Clerk reported that a FOI request had been received and dealt with accordingly. Correspondence had been sent regarding flytipping at Bell Meadow which had subsequently been addressed. The clerk advised she had been taking part in a conference call with TDC every fortnight and anything relevant had been circulated. A proposal from TDC regarding fund pooling had been received and circulated for consideration. An outline of the proposal was discussed and agreed to donate £300 to the fund.

**Proposed: Cllr Radclyffe, Seconded: Cllr Fallon.**

Questions had been received from a member of public, all of which would be addressed during the meeting.

### **6/20-21 THANET DISTRICT COUNCIL COUNCILLORS' REPORT**

Cllr Pugh advised TDC had been awarding business support grants across the district. To date, £28.3 million had been awarded to over 2500 businesses, approx. 85% of the total of small businesses in the area. A dedicated team have been appointed to contact those who have not yet applied for a grant.

Missed bin collections, slower service due to staff shortages. Residents advised to leave any missed bins out and they will be collected as soon as possible by TDC.

KCC have now re-opened the waste sites on an appointment basis.

Local Plan – Planning Inspectorate have now approved the Plan. Are now able to deliver 1300 less homes than previously designated. Requested reduction is factored into the Villages, particularly St Nicholas, Minster and Monkton.

DCO for Manston Airport delayed due to Covid-19. No timescale identified to date.

### **7/20-21 KENT COUNTY COUNCILLOR'S REPORT**

Cllr Liz Hurst confirmed Kent had been successful in supplying PPE to those in need including care homes. Kent Together working very well, positive comments and being used responsibly. Cllr Hurst had helped fund people making masks and supporting mental health during the pandemic. Funding for the distribution of essential supplies also been awarded.

### **8/20-21 PARISH COUNCIL COMMUNITY AWARD**

Cllr Bryant requested any nominations for the annual award.

It was noted that Gavin from the Post Office had been working hard to keep the store open and making improvements. Budgie and his wife together with Vanessa, and also Peter Evans, were involved in helping the community in various ways during the current Covid-19 crisis.

Nominations for the award included St Nicholas Court Farm for their support with a number of projects in the village, and Mick Little, the Postman who had served the village for over 30 years.

Discussion took place regarding the nominations and it was proposed that a certificate of gratitude was presented to the Farm and the award was given to the Postman.

**Proposed: Cllr Bryant, Seconded: Cllr Fallon.**

### **9/20-21 PAVILION SUB COMMITTEE**

Cllr Bryant confirmed the Pavilion had been closed during the current Covid-19 restrictions. Cllr North advised he had submitted his resignation as Chair of the Committee with immediate effect. Cllr Bryant offered his grateful thanks for everything Cllr North had done during the past year on the Committee and for his support.

### **10/20-21 PLANNING APPLICATIONS**

a) Council considered the following applications:

**TCA/TH/20/0593 - Old Kent Barn, Court Road, St Nicholas At Wade**

1No Sycamore (T1) - Fell

*Refer to Tree Officer.*

**FH/TH/20/0617 – Stevens, Summer Road, St Nicholas At Wade**

Erection of a two storey rear extension together with balcony

*Application received on day of meeting, therefore, agreed for it to be considered and comments circulated via email.*

b) 6 Downbarton Farm Cottages – Permission granted.

### **11/20-21 FINANCE**

(a) The Clerk presented the monthly bank reconciliation between the cash book and bank accounts. This had been sent to Cllr Radclyffe for inspection prior to the meeting.

**RESOLVED: To approve the monthly bank reconciliation for March/April. (Proposed: Cllr Radclyffe).**

(b) The Clerk presented the monthly payment schedule which included the following invoices:

M. Savage (Handyman's salary & expenses)	£301.34
S. Archer (Clerk's salary & expenses)	£654.32
J. Read (Asst. Handyman's salary & expenses)	£196.08

KALC (Subscription fee)	£451.82
Business Stream (Water at Cemetery)	£36.58
G. Bryant (Cleaner's salary)	£125.52
M. Feekings (Website Administrator salary)	£40.44
G. Bryant (Repayment)	£10.00
Business Stream (Water at BMP)	£182.37
KCC (Gates for Sarre)	£3983.88
Lloyds Bank (Credit Card)	£280.00

**Receipts:**

Cemetery fees	£350.00
Allotment fee (Plot 3b)	£26.00
Allotment fee (Plot 5)	£52.00
HMRC VAT refund	£1,943.03
TDC – Precept	£15,247.00
TDC - Section 106 funds	£34,125.00

**RESOLVED: To approve payment of invoices included in the monthly payment schedule for March (Proposed: Cllr Bryant, Seconded: Cllr North)**

(c) The end of year accounts had been completed, a meeting with the internal auditor was being arranged. A copy of the accounts would be circulated to the Parish Council via email.

(d) The purchase of a sign for the cemetery to advise of appropriate conduct, was discussed. The Clerk would make enquiries for wording with other local cemeteries. It was agreed to defer to the next meeting.

(e) The purchase of a memorial bench for the newly refurbished memorial area was discussed at a cost of £950. All were in agreement.

**RESOLVED: To approve the purchase of a memorial bench from David Olgilvie at a cost of £950. (Proposed: Cllr North, Seconded: Cllr Fallon)**

(f) It was agreed to defer a decision regarding the signage for the Pavilion until the next meeting, to enable a third quote to be obtained.

(g) Consideration was given regarding the need to remark the parking bays at Bell Meadow. Cllr Fallon agreed to obtain quotes for the work to be completed. Decision deferred to the next meeting.

(h) The proposal to donate monies originally set aside for the church wall repairs, and reallocate them for new gates was agreed to be deferred to the next meeting in order to allow further enquiries to be made.

## **12/20-21 POLICIES AND PROCEDURES**

The following policies were circulated prior to the meeting, Code of Conduct, Standing Orders, Media & Communications, Health & Safety, Staff Grievance, Staff Disciplinary, Complaints, Grant Schedule, Internal Control Systems Statement.

The definition of 'Bullying' had been included in the Code of Conduct.

**RESOLVED: To approve the policies listed above. (Proposed: Cllr North, Seconded: Cllr Divers)**

## **13/20-21 PUBLIC QUESTION TIME**

- Thanks were extended to Cllr Bryant for arranging the installation of the gates at Sarre.

- It was suggested the next virtual meeting is publicised more widely.

- It was noted an increase in speeding vehicles had been evident during the recent lockdown. The Clerk would contact the Speedwatch Co-Ordinator to enquire whether a speedwatch could be organised.

The meeting was concluded by The Chairman at 8:43pm.