

NEWINGTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 28 May 2024
in the Newington Room, Newington Village Hall

Present: Cllr Tony Mould (Chairman), Cllr Stephen Harvey (Vice Chairman) Cllr Ruth Brown, Cllr Elaine Jackson, Cllr Eric Layer and Cllr Chris Palmer and Cllr Richard Palmer; and Mrs Wendy Licence (Clerk)

Also present were two members of the public.

1. ELECTION OF CHAIRMAN

Cllr R Palmer welcomed everyone to the meeting and called for nominations for Chairman. Cllr Harvey **PROPOSED** Cllr Mould for the office of Chairman; **SECONDED** by Cllr Layer: **7-FOR, 1-ABSTENTION- MOTION CARRIED**. Cllr Mould signed his Declaration of Acceptance of Office in the presence of the Clerk and took the Chair.

2. ELECTION OF VICE CHAIRMAN

Cllr Mould **PROPOSED** Cllr Harvey for the office of Vice Chairman; **SECONDED** by Cllr Brown: **7-FOR, 1-ABSTENTION- MOTION CARRIED**. Cllr Harvey signed the Declaration of Acceptance of Office in the presence of the Clerk.

3. COUNCILLOR VACANCIES

Cllr Mould said there are currently two vacancies, no applications have been received and the Village Voice will invite residents to come forward for co-option.

4. APOLOGIES FOR ABSENCE

Apologies had been received from County Councillor Mike Baldock (at another meeting); apologies noted.

5. DECLARATIONS OF INTEREST

None were declared.

6. TO APPOINT COMMITTEES, COMMITTEE CHAIRMAN AND VICE CHAIRMAN

Amenities Committee

It was **AGREED UNANIMOUSLY** to appoint Cllr Jackson as Chairman.

It was **AGREED UNANIMOUSLY** to appoint Cllr Layer as Vice Chairman.

It was **AGREED UNANIMOUSLY** to appoint the following Members to the Committee: Cllr Barlow, Cllr Brown, Cllr Harvey, Cllr Mould and Cllr C Palmer.

Planning Committee

Cllr Mould **PROPOSED** Cllr Harvey as Chairman; **SECONDED** by Cllr R Palmer: **AGREED UNANIMOUSLY**.

Cllr Mould **PROPOSED** Cllr Brown as Vice Chairman; **SECONDED** by Cllr Harvey: **AGREED UNANIMOUSLY**.

It was **AGREED UNANIMOUSLY** to appoint all Council Members to the Committee.

Finance Working Group

It was **AGREED UNANIMOUSLY** to appoint Cllr Mould as Chairman.

It was **AGREED UNANIMOUSLY** to appoint Cllr R Palmer as Vice Chairman.

It was **AGREED UNANIMOUSLY** to appoint the following to the Working Party: Cllr Jackson and the Clerk as Responsible Finance Officer.

HR Working Group

It was **AGREED UNANIMOUSLY** to appoint Cllr Layer as Chairman.

It was **AGREED UNANIMOUSLY** to appoint Cllr Mould as Vice Chairman.

It was **AGREED UNANIMOUSLY** to appoint Cllr C Palmer and Cllr R Palmer to the Working Party.

Cemetery Working Group

It was **AGREED UNANIMOUSLY** to appoint Cllr Layer as Chairman.

It was **AGREED UNANIMOUSLY** to appoint the following to the Working Party: Cllr Harvey, Cllr Mould and Mr Mel Harris

Highways Improvement Plan Working Group

It was **AGREED UNANIMOUSLY** to appoint Cllr Harvey, Cllr Layer, Cllr Mould and Cllr R Palmer to the Working Group.

Events Working Group

It was **AGREED UNANIMOUSLY** to appoint Cllr Mould as Chairman and Cllr Brown, Cllr Harvey, Cllr Jackson, Cllr Layer, Cllr C Palmer and Cllr R Palmer to the Working Party

7. TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES

i. To confirm - Representatives on the KALC Swale Area Committee

It was **AGREED UNANIMOUSLY** that Cllr Harvey and Cllr R Palmer be the Parish Council's representative at KALC meetings.

ii. To confirm - Representative on the Swale Western Area Committee

It was **AGREED UNANIMOUSLY** that the representative would be appointed on an ad hoc basis as and when necessary.

iii. Parish Highways Improvement Plan Working Party

It was **AGREED UNANIMOUSLY** to appoint Cllr R Palmer, Cllr Mould, Cllr Harvey and Cllr Layer to the group.

iv. Air Quality Management

It was **AGREED UNANIMOUSLY** to appoint Cllr R Palmer, Cllr Mould, Cllr Harvey and Cllr Layer to the group.

v. To confirm and update - Councillors areas of Interest

It was **AGREED** to confirm Councillors areas of interest:

School Governors- Cllr Mould

Village Hall: Cllr R Palmer

Roads and Pavements: Cllr Harvey, Cllr Jackson and Cllr Layer

Allotments: Cllr Layer

Friends of Newington Recreation Ground: Cllr Harvey, Cllr Layer, Cllr Mould and Cllr R Palmer.

Defibrillator: Pavilion and Recreation Ground- Mr R Jackson; High Street- Cllr R Palmer.

Grants and external funding: Cllr R Palmer.

Speed Watch: Cllr Cuffley

8. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 30 APRIL 2024

i. To consider the minutes of the meetings and if in order sign as a true record

Cllr Harvey **PROPOSED** to accept the minutes as a true record of the meeting; **SECONDED** by Cllr R Palmer: **AGREED UNANIMOUSLY**. Cllr Mould duly signed the minutes as a true record.

ii. Matters arising from the minutes

Letter to SBC concerning bin collections – no response has been received.

Pavilion hand dryer – no response has been received regarding if spares are available. The hand dryer has been installed.

Notice board – the quotation to install has been accepted.

Basketball hoop- a quote has been obtained and applications for grants will be made

Additional litter picking- the contractor has asked for details of what else the Council would like to be included in his schedule.

Item for Amenities

Outdoor Explorers- posters for May activities were received and displayed, also put on the Council's website

9. PUBLIC QUESTION TIME

The meeting was adjourned for the Public Question Time

A resident raised concerns regarding the close of access to Bull Lane. It is very difficult to egress Bull Lane due to poor sight lines which is made worse if there are pedestrians. Drivers ignore the "No entry" signs; traffic has increased in Callaways Lane which has no pavement and there is a bend at the top; it is a danger for pedestrians. The decision is incorrect and KCC Highways did not follow its internal guidance which require that if there are six or more objections the matter must be discussed. This should have been considered by the Swale Joint Transportation Board. If the decision turns out to be the wrong one, should it be reviewed?

Cllr Harvey said there were two consultations and Bull Lane was made one way on to the A2 because Callaways Lane is one way off the A2; if both roads were one way off the A2 there would be no exit onto the A2 if Playstool Road were to be closed.

Cllr R Palmer said there could be a petition for the matter to go to the Swale Joint Transportation Board or Borough Councillors could be requested to take the matter forward. KCC Highways paid for the scheme as it was a safety issue.

Cllr R Palmer **PROPOSED** to that Newington Parish Council ask KCC Highways to review the decision on the grounds of public safety: **AGREED UNANIMOUSLY**.

The meeting was reconvened.

10. VISITORS

SBCllr R Palmer reported that the main issue has been the bins collections and rubbish. Some rounds are being collected but some are still being missed. Meetings have now been cancelled due to purdah.

SBCllr C Palmer reported that as well as issues with bin collections, she had also dealt with fly tipping. SBCllr C Palmer said she had been elected to the board of Governors at Medway Hospital to represent Swale.

Cllr Brown asked about road closures.

SBCllr C Palmer said she had raised the issue.

SBCllr R Palmer informed Members that the Swale Western Area Committee is trying to have dialogue with KCC Highways and the utilities company. Most of the complaints have come from Upchurch regarding the road closures on the A2 and also in Rainham and the apparent lack of communication.

Cllr Mould thanks SBCllr C Palmer and SBCllr R Palmer for their reports.

11. PLANNING

23/504502/FULL Woodland Farm High Oak Hill Iwade Road Newington Kent ME9 7HY

Erection of a permanent agricultural dwelling with associated parking (Resubmission 21/504388/FULL)

Cllr R Palmer reported that the application has been permitted with conditions.

24/501287/FULL Newington Court Nursing Home, Keycol Hill, Bobbing, Kent ME9 7LG
Erection of a 2.5 storey rear extension to care home with associated alterations to car park and
erection of a timber bin store.

Cllr R Palmer said KCC Highways has raised no concern regarding parking, which is the same.

24/500761/REM 128 High Street, Newington ME9 7JH

Approval of reserved matters (Appearance, Layout, Scale and Landscaping sought) for erection
of 46no. residential dwellings, with access from A2 High Street, pursuant to 21/505722/OUT

Cllr Harvey said that there is still no reference to pedestrian access and there is nothing regarding the demolition of 126.

24/501707/TCA 14 Church Lane Newington Kent ME9 7JT

Conservation area notification: T1 Conifer - Dismantle to ground level. T2 Ash - Dismantle to
ground level.

Cllr Harvey said there was no objection to the trees in the back garden being felled.

12. AMENITIES

i. To receive the minutes of the meeting of the Amenities Committee held on 21 May 2024 and
consider the recommendations

Cllr Jackson thanked Cllr Harvey and Cllr Layer on their work with PC Chittim, on restorative justice regarding a young person. There have been cold callers in the village and PC Chittim has responded well. The issue with the grass cutters has been addressed. The Outdoor Explorers session went well and they will run an activity at the Fete.

ACTION: Clerk to contact the litter picker regarding the Fete.

Cllr Palmer said PC Matt Ongley and a colleague are in a Swale child centred Policing Team working with schools in Newington, Hartlip and Upchurch.

Cllr Harvey **PROPOSED** to accept the minutes of the meeting held on 21 May as a true record;
SECONDED by Cllr Jackson: **AGREED UNANIMOUSLY.**

ii. To agree litter picking equipment

DEFERRED TO AMENITIES COMMITTEE

iii. To consider tender for street light maintenance

Cllr R Palmer asked if the Council should go through Contracts Finder.

Cllr Mould said the Council could consider a fixed term contract.

Cllr Harvey question how the Council could guarantee if a company will be trading throughout the contract.

Cllr Jackson said there had been problems trying to replace two columns.

DEFERRED TO AMENITIES COMMITTEE

13. SWALE BOROUGH COUNCIL LAND

Cllr Mould reported that papers are being drawn up for the area at the top of Orchard Drive. The area by the track gate is being investigated further by Swale Borough Council.

ACTION: Clerk to request further details.

14. VILLAGE VOICE AND MEDIA

Cllr Mould informed Members that the next edition will be a full colour issue with an A5 Fete flyer. Alternate editions should be paper copies with a bi-monthly electronic update online.

15. FINANCE

i. Cheque list: to consider invoices for payment

Payee	Reason	Amount
Mr S Godmon	Paint	£53.69

DCK Accounting	Payroll fees – May	£36.00
Zurich Municipal Insurance	Insurance	£1,860.91
Mr R Malone	Litter Picking Recreation Ground - May Litter Picking	£543.20
Mr MJ Marshall	Cemetery and Churchyard maintenance - May	£625.00
Mr R Burrows	Track gate keeper- May	£100.00
Mrs W Licence	APM expenses	£50.59
Administration	Expenses	£37.95
Lauren Bolt	Fete activity	£30.00

It was **AGREED UNANIMOUSLY** to make the payments

ii. To consider Parish Council debit card

Cllr Harvey **PROPOSED** that is the total amount of potential payments is above £6,000, the Council applies for a NatWest credit card which has an annual fee for first year and then £30pa (unless spending over £6k): **AGREED UNANIMOUSLY**

iii. Statement of Internal Control

Cllr Harvey **PROPOSED** to adopt the Statement of Internal Control.
The statement was duly signed by Cllr Mould and the Clerk.

iv. Any other finance matter received by 28 May 2024

The Clerk reported that details for changing the banking mandate will be uploaded.

There was no further update on the insurance claim.

Bank statements:

NatWest:- 30.04.24 £46,854.59
Nationwide:- 31.03.24 £46,923.62
Unity Trust:- 30.04.24 £70,817.75

Payments

04.04.24	NEST	Pension	£ 235.08
22.04.24	DRAX	Electricity- Pavilion and lighting	£404.24

Receipts

02.04.24	Swans	Community Sports Room hire	£20.00
16.04.24	John Weir	Cemetery fees	£3,306.00
26.04.24	Swale Borough Council	Precept and lighting grant	£30,619.00
30.04.24	N Gillham	Fete stall	£20.00
30.04.24	Swans	Community Sports Room hire	£25.00

16. REVIEW OF POLICIES

Cllr R Palmer **PROPOSED** that Standing Orders be amended to:

5. j xvii The Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)

be reviewed by the relevant Committees and ratified at the Annual Parish Council Meeting;
AGREED UNANIMOUSLY.

17. REPORTS FROM MEMBERS

Cllr R Palmer reported that the Village Hall Management Committee is having problems with parking and is investigating the possibility of having part of the car park.

Cllr Mould reported that Newington School finances are in a healthy state and the roll is at its maximum.

18. CORRESPONDENCE

1. 29.04.24- SBC: JKC Policy Round-Up
2. 30.04.24- KALC bulletin
3. 02.05.24- NALC CEO bulletin
4. 03.05.24- National Highways: roadworks for the week ahead
5. 03.05.24- KALC newsletter
6. 07.05.24- SBC: JKC Policy Round-Up
7. 08.05.24- KALC bulletin
8. 09.05.24- NALC CEO bulletin
- C9. 15.05.24- KALC Weekly Bulletin 15 May 2024
- C10. 16.05.24- NALC CEO bulletin
11. 23.05.24 NALC CEO Bulletin
12. 23.05.24- KALC update

19. ANY OTHER BUSINESS

Cllr Cuffley circulated the Speed Watch report.

ACTION: Clerk to upload report to website.

Cllr Jackson said information is being obtained regarding the Adopt a Station scheme.

Cllr Harvey said the Clerk's Action Tracker is very good.

Date of next meeting: Tuesday 25 June 2024 at 7pm

There being no further business, the meeting closed at 8.30pm

Signed as a true record of the meeting

Chairman

Date: 25 June 2024