

STOKE PARISH COUNCIL

50 Pepys Way, Strood, Rochester, Kent, ME2 3LL



MINUTES

Wednesday 5th December 2018

The Village Hall ~ 7.00pm

Attendees: Cllr B. Stone (Chairman) Cllr J. Cherry
Cllr M. Elmes (Vice Chair) Mr R. Morrad ~ Clerk
Cllr P. Tungate Mrs J. Allen ~ New Clerk (in training)
Cllr R. Bridge

Members of the public: 2

PUBLIC SESSION ~ NOT PART OF THE PARISH COUNCIL MEETING

Part A. Public Discussions

A member of the public spoke to ask the consent of the Parish Council to turn the village's defibrillator machine off and then back on again, following the manufacturer's advice to replace the electrode pads every 18 months (which although had been recently replaced the machine itself had not recognised this). Chairman Cllr B. Stone spoke to ask the Parishioner to seek advice of a specialist or the manufacturer itself before trying this option.

Part B. Public Discussions on any agenda items

None

The meeting commenced at 7.05pm

1. Apologies for absence

Min 1455:18 Apologies for absence were accepted for Cllr G. Barron who had prior family commitments. Cllr G. Blackman was also absent, however no apologies were received prior to the start of the meeting.

2. Declarations of any Pecuniary or Personal Interests

Min 1456:18 It was noted that Cllr P. Tungate had an ongoing significant interest in correspondence to item 13, being a direct relative of the contractor.

3. Minutes of the previous meeting 7th November 2018 1437:18 to 1454:18

Min 1457:18 The minutes of the previous Parish Council meeting held on the 7th November, already circulated via Mrs. J Allen, were submitted and it was proposed by Cllr R. Bridge and seconded by Vice Chair Cllr M. Elmes that they be approved as a correct record and signed by the Chairman. This motion was resolved unanimously.

4. Disclosure of any other business

Min 1458:18 None

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5. Planning Applications

Min 1459:18 The planning application MC/18/3347 and associated paperwork connected to development of Walnut Tree Farm, already distributed by Mrs J. Allen, were discussed. It was unanimously agreed by the Parish Council to submit an objection against this application on the grounds that 'this would set a precedence on back development'.

6. Clerk's Report

Min 1460:18 Mr R. Morrad spoke to ask for assistance in removing the two steel filing cabinets from his home office, prior to his retirement in January 2019. It was agreed via Chairman Cllr B. Stone and Cllr P. Tungate that they would help Mr R. Morrad via transporting the filing cabinets to the office storage room.

Mr R. Morrad also informed the Council that Mrs J. Allen had now received the new office equipment ordered and that they were arranging to meet shortly to transfer documents from the current PC to the new Stoke Parish Council laptop.

7. Correspondence

Min 1461:18 Mr R. Morrad spoke to inform the Councillors that he had received notification from the SLCC (Society of Local Councils) that the annual membership was due for renewal – he spoke further to confirm that this point had already been included in point 17 on the current agenda.

8. Finance

Min 1462:18

Payee	Reference	Payment Method	Amount
Mr R. Morrad	-	CHQ ~ 0499	£558.82
Peninsular Methodist Church	-	CHQ ~ 0500	£100.00
St Peters & St Pauls Church	-	CHQ ~ 0501	£100.00
Colyn Property Services	Min 1462:18	CHQ ~ 0502	£50.00
Mrs J. Allen	-	CHQ ~ 0503	£416.35
Mrs J. Allen (New Office Equipment)	Min 1451:18	CHQ ~ 0504	£979.00
BT Telephone & Broadband	-	DD	£58.85
HMRC Tax	-	Debit Card	£139.60
TOTAL			£2402.62

It was proposed via Cllr P. Tungate and seconded via Vice Chair Cllr. M Elmes that the table above, as previously circulated via Mr R. Morrad, be noted, the payments confirmed and any outstanding cheques authorised and issued. This motion was unanimously agreed.

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9. Representatives reports on outside bodies

Min 1463:18 Cllr J. Cherry advised members of a meeting for the Rural Liaison Committee planned for Tuesday 11th December however due to prior commitments she is currently unable to attend.

No further reports were received.

10. Play Parks Contract

Min 1464:18 Mr R. Morrad informed the Councillors that, further to his email on 15th of November, Colin Davis of Colyn Property Services found weather damage to the turning balls on the play equipment located at Heron Way. He spoke further to advise that upon authorisation from the Chairman and with the agreement of other Councillors this item of play equipment had now been removed at a cost of £50, under health and safety concerns that a child might get their finger trapped in the holes that had appeared due to rust damage.

11. Website / IT

Min 1465:18 Mr R. Morrad spoke to advise that he still had not received a copy of the October / November 2018 website usage report or the report from November / December from Medway Council. He confirmed that he was chasing these reports and he would circulate them to the members once he had received them in due course.

12. Highways & Transportation

Min 1466:18 Cllr R. Bridge reported that there was still an ongoing issue with the Amazon lorries which frequently appeared to be lost and drove through the village looking for locations to turn round. It was unanimously agreed via the members of the Parish Council that the new Clerk, Mrs J Allen, should write to Medway Council to report this matter and to ask them to permanently erect the temporary signs, installed on the 'Roppers Lane roundabout,' that keep toppling over to prevent a serious accident.

Chairman Cllr B. Stone also reported damage to the road outside the Rochester MOT and Service Centre (on the corner of Allhallows Road / Cuckolds Green Road) where there had been a serious water leak earlier the past month which had subsequently been fixed by the water board.

13. J R Brickwork

Min 1467:18 No further requests for works were discussed / requested.

Cllr P. Tungate commented however that he was still chasing for the foliage to be cut back at the Button Drive Play Park **Min 1426:18**.

14. Village Hall Report

Min 1468:18 Vice-Chair Cllr M. Elmes spoke to advise that the Village Hall AGM is booked to take place next month (January 2019).

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Chairman Cllr B. Stone also advised that he had received a report of a leak to the Village Hall roof. He confirmed that he was waiting the contractor, who fixed an issue with the roof previously, to get back in touch.

15. **Budget 2018 / 2019**

Min 1469:18 Clerk Mr R. Morrad informed the members that he and the new Clerk in training, Mrs J Allen, had met to discuss the Budget and Precept figures for 2018/2019. Based on the paperwork already circulated, using the current figures and estimating any remaining balances he forecasted that this year's budget should total a fraction under £20,000 and he therefore recommend that a similar budget for 2018 / 2019 be sought.

16. **Precept 2018 / 2019**

Min 1470:18 Chairman Cllr. B Stone spoke to request that the Precept and Budget figures for 2018 / 2019 be added to the agenda for the January so they can be discussed in greater detail at the next meeting.

17. **SLCC (Society of Local Council Clerks) Membership Renewal**

Min 1471:18 It was unanimously agreed that membership to SLCC (Society of Local Council Clerks) be renewed at a cost of £122 for the year.

18. **Any other business (no votes may be taken)**

Min 1472:18 None.

19. **Date of next meeting**

Min 1473:18 It was unanimously agreed that the date of the next meeting should be moved from Wednesday 2nd January to Wednesday 9th January 2019.

Chairman Cllr B. Stone spoke to confirm the date of the next meeting to be held at Stoke Village Hall on Wednesday 9th January 2019 at 7.00pm.

He closed the meeting in wishing all the members of the Parish Council, the public and both Clerks a very merry Christmas and a happy new year.

The meeting ended at 7.50pm