

## **IWADE PARISH COUNCIL**

### **MINUTES OF THE MONTHLY PARISH COUNCIL MEETING**

**Held on Wednesday 11 November 2020**

#### **MEETING HELD VIA 'ZOOM' DUE TO COVID 19 RESTRICTIONS**

<b><u>Present:</u></b>	Cllr. S. Cheeseman – Chair	Cllr. B. Smith
	Cllr. A. Dollimore – Vice-Chair	Cllr. P. De Fede
	Cllr. S. Lancashire	Cllr. B. Whiting
	Cllr. R. Langham	Lynda Fisher, Clerk

#### **1. Welcome and Apologies**

The Chair formally welcomed everyone to the Zoom video conferencing meeting. Apologies received and accepted from Parish Cllrs. Hyde and Clark, Borough Cllr. Woodford the PCSO (who could not attend due to Kent Police not supporting the use of Zoom because of security) and Community Warden.

#### **2. Declarations of Interest and Dispensations** - None

#### **3. Minutes of the Previous Meeting**

Proposed by Cllr. Lancashire and seconded by Cllr. Langham, the Minutes of the Parish Council meeting held on the 14 October 2020 were agreed and will be signed by the Chair as a true transcript.

#### **4. Visitors/Public Time**

Residents, County and Borough Councillors, PCSOs and Community Wardens were advised that they could attend as normal but public speaking time might be limited; they were also invited to forward reports/questions to the Clerk beforehand.

##### **1. Visitors** – No visitors or questions raised.

##### **2. County and Borough Councillors** – County Cllr. Whiting – written report - KCC's dedicated Helpline is for anyone eligible who needs extra financial support to help feed their children. Visit [www.kent.gov.uk/freeschoolmeals](http://www.kent.gov.uk/freeschoolmeals) or call the dedicated helpline on 03000 41 24 24, which is open until 5pm on 22 November to assist families during the half term. The Kent Together helpline is open 24 hrs for Kent residents who needs support with food, collection of medication and prescriptions, etc. during the pandemic; see [www.kent.gov.uk/kenttogether](http://www.kent.gov.uk/kenttogether) or call 03000 41 92 92. Following complaints about the Key Street Roundabout, have asked for a copy of the Independent Stage Three Safety Audit that KCC commissioned recently. A copy will be forwarded Parish Clerks.

##### **3. Community Warden/PCSO** – Community Warden – no report

The PCSO written report – Crimes of note: Youth attacked by another (who was known to him) in the supermarket. Crime report for assault taken. Vehicle stolen from Iwade address by a family friend. Vehicle intercepted and stopped by police, with driver arrested. Crime report taken. Fuel taken overnight from a truck parked near Ridham Dock. Crime report taken. Items (including eggs) thrown by three youths at a vehicle driving down School Lane. Patrols attended, but a search found no-one. Crime report taken. Anti-social behaviour and other incidents of note: There was a total of 3 calls for anti-social behaviour over the past month, all of which were attended by patrols. Two of these were for noise issues around the bus shelter. Report of a dog-on-dog attack in a field outside the village, where one of the dog walkers was also injured. Crime report taken for the attack on the person. Reports of a small electric motorbike being ridden by a child on one of the small parks in the Stangate Drive area,

possibly damaging the grass. Unfortunately, there were no patrols available to attend at the time. Council made aware, should any damage have been caused. There was a large police presence in the village on 05/11, after a report of a couple on a moped being chased from the Medway area by another vehicle. The couple were found in a field outside Iwade and checked over by medics. This is still be investigated.

## 5. Matters Arising from the Minutes

1. **Highway Improvement Plans (HIPs)** – Officer unable to attend due to illness, Clerk invite to December meeting. **Action: Clerk**
2. **Ponds and Hedgerows** – Cllr Langham has completed the survey as far as is possible as there are some areas which he was not able to gain access to. The Clerk has passed this to Borough Cllr. M. Baldock. Members thanked Cllr. Langham for undertaking this task.
3. **Parking in The Street** – Still compiling evidence received from residents; agreed to wait a further month before considering action. Bring back to December meeting. **Action: All Councillors/Clerk**

## 6. Planning

1. **20/505069/FULL:** Proposed conversion of garage to habitable room: 8 Ringlet Grove Iwade Sittingbourne Kent ME9 8XE – no objection as long as this does make any difference to parking around the area, and that no static caravan is parked on the driveway.

## 7. Correspondence

1. **Western Area Committee Representative** – Cllr. Cheeseman agreed to be the Representative for Iwade. **Action: Cllr. Cheeseman**

## 8. Finance

1. **Conclusion of External Audit Report 2019/20** – Clerk advised that the Audit has been signed off with no issues raised. She has posted the legally required notices on the Parish Council's website.
2. **Parking at the Top of School Lane** – Agreed Cllr. Dollimore and the Clerk to meet with the Highway Steward to see what can be done to make it safer for pedestrians using the footpath to the front of School Lane Playing Field. When football matches are taking place, vehicles tend to park on this footpath, obstructing sightlines for those crossing the road. **Action: Cllr. Dollimore /Clerk**
3. **Accounts and Cheques raised at this meeting** – Proposed by Cllr. Langham and seconded by Cllr. Dollimore, Members noted the budget figures, agreed the accounts to the 31 October 2020 and the following payments were agreed. Clerk reminded that in order for the Switch Agreement to take place monies had to be transferred from the Deposit Account into the Current Account; this now needed to be split. It was agreed that £50,000 be transferred into the Savings Account. The Clerk has set up payments in the new Unity Bank Trust Current Account, Cllrs. Cllrs Lancashire and Whiting to log in and authorize. **Action: Cllrs. Lancashire and Whiting/Clerk**

Date	Chq.	Details		Amount
Pay Date	Pay Method	Payable to	Reason	Amount
12.11.20	BACs	L. Fisher	Expenses: August – Telephone, office use, £218.19 salary underpayment, NatWest failed to put through the change to the standing order due 1 November	£241.19p
12.11.20	BACs	H.M. Revenue & Customs	Tax October	£398.31p
12.11.20	BACs	Steve Wakeling	Handyman Fee October (includes 2 man bulb planting)	£628.50p
12.11.20	BACs	PKF Littlejohn LLP	External Audit 2019/20	£360.00p
12.11.20	BACs	McCabe Ford Williams	Quarterly Payroll Preparation	£42.12p

01.11.20	SO	Staff Salary	October	£1214.34p
01.11.20	SO	Invicta IT Solutions	12 Microsoft 365 Mailboxes	£54.72p
09.11.20	DD	HugoFox	Website monthly fee	£29.99p
23.11.20	DD	Eon	Electricity Supply, monthly	££74.78p
30.11.20	DD	Countrystyle	Supply of Waste Wheelie Bin	£51.41p
<b>Twelve payments in total</b>				

## 9. **Projects – Updates on Current and New**

1. Hornbeam Trees Woodpecker Park – Proposed by Cllr Whiting and seconded by Cllr. Dollimore: all agreed to increase the sum for the purchase of 8 trees, stakes, ties and compost to £1700, as the Nursery has now recommended root ball trees which are approximately £35 per tree more expensive.  
**Action: Clerk**
2. Christmas Lights – Due to Covid lighting engineers have had to instal and switch on earlier than normal. However, Villagers have been happy to see the lights, something cheerful amidst the Pandemic. Agreed Clerk and Cllr. Dollimore to have a meeting with a representative from the company to look at the three columns that are missing festive lights. **Action: Cllr. Dollimore/Clerk**

## 10. **Reports from Representatives**

1. Hall – nothing to report.
2. KALC – nothing to report

## 11. **Any Other Matters Arising**

Cllr. Whiting referred to the notices on the School gates warning of pedestrians using the footpath. If you come down School Lane, the notice is visible, if you come up its too far back. Clerk to ask Community Warden to talk to the School to try and get it re-positioned.  
**Action: Clerk**

Cllr. De Fede advised that this is his last meeting, he is resigning from the Parish Council. The Chair thanked him for the work he had undertaken during his time as a Councillor and wished him well for the future.

Cllr. Langham advised that he will be attending Swale Borough Council's November Planning Committee meeting to reiterate the Parish Council's objections to the Dunlin Walk Application.

## 12. **Next Meeting(s)**

Wednesday 9 December 2020, commencing at 7.30 pm, due to Covid-19 restrictions venue to be advised.

**The meeting closed at 8.15 p.m.**