

**Minutes of The Full Council Meeting held at The Rackliff Centre on
Monday 6th February 2023 at 7.30pm**

Members Present:

Cllr Liz Ellicott, Chair; Cllr Barry Edwards, Vice Chair; Cllr Alex Britcher-Allan, Cllr D Funnell, Cllr Paul Gripper, Cllr M O'Callaghan and Cllr D Smith.

Officers Present:

Alison Stevens, Locum Clerk

Others and Members of the Public:

There was one member of the public present.

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting**
No one present filmed, photographed or recorded this meeting.

- 2. To receive and approve apologies for absence**
Apologies for absence were received from Cllr C Ducklin. The reasons for his apologies was accepted by the Full Council.

- 3. Declarations of Personal and Prejudicial Interests**
There were no declarations of interests.

- 4. Declarations of Lobbying**
There were no declarations of lobbying.

- 5. Minutes of the Parish Council Meeting held on the 5th December 2022**
The Minutes of the Parish Council Meeting held on the 5th December 2022 were agreed, and it was RESOLVED that the Chair sign them as a true and accurate record of the meeting.
5.1 Matters outstanding from these minutes (not listed as separate items). None.
5.2 Matters outstanding from previous minutes. None.

- 6. Open session for questions from the public**
Ms Foster said;
- i. Kent County Council is going to repaint the faded 20mph roundels in the new financial year.
 - ii. Kent County Council has carried out a temporary repair on the wall in Lower Green Road to make it safe and is going to carry out a more permanent repair later on in the year. Cameras will be installed to monitor the badgers in the meantime.
 - iii. The broken mirror on the wall in Lower Green Road has been replaced by the landowner.

- 7. Session for County and Borough Councillor on matters concerning the Parish**
There was no report from County Councillor McInroy on this occasion.

Borough Councillor Britcher-Allan said;

- Kent County Council has a consultation open on Children's Centres. The consultation deadline ends on the 26th March. Details can be found at;
<https://letstalk.kent.gov.uk/community-services-consultation>

- She spoke about the cuts to local bus services on West Kent Radio and encouraged everyone to attend the Tunbridge Wells Public Transport Forum on the 23rd February to find out more. Councillor Gripper will represent Rusthall Parish Council.
- The Community Larder has received a grant of £2500 to help it to continue to provide its services. Charlie's Angels Kitchens was also successful.

Borough Councillor Funnell said;

- He has received numerous complaints about the larches in Mary Caley Park. As a result, some are going to be replaced with a more suitable species.
- The planning application for 7 The High Street is going to be recommended for Refusal.
- The Co-Wheels Car Club in Tunbridge Wells is to increase the number of cars it has. Details of the Car Club can be found at <https://www.co-wheels.org.uk/find-car>
- He is going to ask for the bins in the High Street to be replaced with ones with lids.
- The TW9 School Bus has been saved.
- He attended the latest Joint Transport Board Meeting. He spoke up on behalf of bus users and asked for a think tank to be set up to look at increasing passenger numbers.
- The Borough Council has set aside £25000 for 'Active Travel' which could indirectly help the Parish Council's request for a crossing on the A264.
- He has reported two grit bins which need replacing.

8. Finance update –

8.1: Accounts for Payment – Councillors RESOLVED to pay the following;

			£	
03/01/2023	EE	DD	52.06	Mobile
09/01/2023	Capel Groundcare	BACS	436.03	Allotments Maintenance
09/01/2023	Gallaghers	BACS	319.20	Cyber Insurance
09/01/2023	Viking	BACS	63.89	Stationery
09/01/2023	L Ellicott	BACS	19.50	Social Events
09/01/2023	Viking	BACS	53.36	Stationery
09/01/2023	Microshade	BACS	239.98	Computer Hosting - Dec
09/01/2023	C May	BACS	120.00	Locum RFO
09/01/2023	Alison Stevens	BACS	2432.70	Locum Clerk
09/01/2023	HMRC	BACS	355.49	PAYE
09/01/2023	The Cleaning Lady	BACS	54.00	Rackliff Cleaning
09/01/2023	Microshade	BACS	239.98	Computer Hosting - Jan
20/01/2023	K Watson	BACS	787.80	Salary
20/01/2023	Linda Neusten	BACS	908.35	Salary
01/02/2023	EE	DD	52.06	Mobile
07/02/2023	D Smith	BACS	61.41	Expenses
07/02/2023	Capel Groundcare	BACS	436.03	Allotments Maintenance
07/02/2023	C May	BACS	209.00	Locum RFO
07/02/2023	A Stevens	BACS	2200.50	Locum Clerk
07/02/2023	L Neusten	BACS	30.60	Expenses
07/02/2023	Langton Life	BACS	750.00	Magazine
07/02/2023	KCS	BACS	147.52	Photocopier
07/02/2023	Viking	BACS	39.37	Stationery
07/02/2023	HMRC	BACS	46.93	PAYE
10/02/2023	NEST	DD	49.02	Pensions
20/02/2023	K Watson	BACS	787.80	Salary
20/02/2023	L Neusten	BACS	935.04	Salary

It was also resolved to pay an invoice of £72.00 to The Cleaning Lady and £1232.00 to Festive Decorations.

8.2 Rusthall Parish Council RESOLVED to appoint April Skies Accounting Ltd as its Internal Auditor for 2023-2023.

8.3 It was also RESOLVED to purchase 16 lanyards for ID purposes from Sticky Monkey.

The Parish Council has been asked by EMC Academy if it would approve them putting a sign on the front of the Rackliff Centre to show it is the home of the Academy. The requested was declined.

- 9. Allotments Committee** – This item was deferred until the next meeting.
- 10. Highways Committee** – It was RESOLVED to adopt the draft minutes of the Highways Committee Meeting held on the 16th January 2023.
- 11. Environment Committee** – It was RESOLVED to adopt the draft minutes of the Environment Committee Meeting held on the 23rd January 2023.
- 12. Defibrillator Update** – The Parish Council has bought two new sets of pads, one is for the defibrillator at the URC, the other is for the one at The Toad. Councillor Britcher-Allan will replace the pads at the former, Councillor O’Callaghan will replace the pads at the latter.

Councillor O’Callaghan confirmed he has checked the defibrillator at the Toad since the last meeting and found it to be sound.

- 13. St Paul’s School** – It has not been possible to arrange a meeting between the Governors so Councillors asked if it is possible to meet the Head Teacher instead.
- 14. Rusthall History Group Archive Records** – The Parish Council has been asked to consider storing the archives of the Rusthall History Group. Councillor Edwards will find out how much space is needed and report back to the next meeting.
- 15. TWBC Litter Bins** – The bins in Common View have now been removed and discussions are taking place between the Conservators and the Borough Council to see if they can be fitted elsewhere.
- 16. Highways** –
- i.** Highways will not support the Parish Council’s request for a mirror at the junction of Ashley Park and Lower Green Road so the proposal is unable to proceed.
 - ii.** The Parish Council is still seeking prices to secure the trough at the Memorial and will try different contractors.
- 17. Chair’s Report** – Cllr Ellicott said she represented the Parish Council at the Carol Service held at St Pauls Church, the Lunch Club’s Christmas Lunch and the Memorial Service for Dennis Penfold.

She has also carried out approximately ten home visits with Cllr Gripper to those who requested a thermal imaging survey.

- 18. Officers’ Report** – Officer Stevens and the Chair carried out a site visit to Fremlin Pond and will report back to the next meeting.

19. Diary Dates

6 th Mar 2023	7.30pm	Full Council Meeting
13 th Mar 2023	7.30pm	Finance Committee Meeting

20 th Mar 2023	7.30pm	Allotments Committee Meeting
13 th Apr 2023	7.30pm	Parish Assembly
17 th Apr 2023	7.30pm	Highways and Transport Committee Meeting
24 th Apr 2023	7.30pm	Environment Committee Meeting
15 th May 2023	7.30pm	Annual General Meeting

- 20. Items for Information** – Councillor Britcher-Allan asked for the dates of this year’s election process and if any funding is available to help prospective candidates. The Clerk will email the dates to all councillors. More information about the elections, which includes information on funding, is also available from the Borough Council.

Councillor Gripper asked if the new burger van at Common View has a licence. Councillor Funnell said he will find out.

- 21. Next meeting of Full Council -**
6th Mar 2023 7.30pm The Rackliff Centre

DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM IT WAS RESOLVED TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.

- 22. To consider confidential staffing matters and agree any further action.**
It was RESOLVED to end the arrangement to make up the Clerk’s sick pay from 1st April 2023.

There was no further business, and the meeting closed at 8.30pm.

..... Chairman

Dated