

**Minutes of The Full Council Meeting held on
Monday 9th March 2020 at 7.30 pm in The Rackliff Centre Lower Green Road**

Members Present: Cllr B Edwards (Chairman), Cllr A Britcher - Allan, Cllr E Ellicott, Cllr V Wilson, Cllr M O'Callaghan and Cllr D Smith

Officer Present: S Denne

In Attendance: Borough Cllr J Podbury and County Councillor J McInroy

Members of the Public: There were members of the public present

1. **Enquire whether anyone present intends to film, photograph and/or record the meeting** - No-one present intended to film, photograph and/or record the meeting.
2. **To receive and approve apologies for absence:** – Cllr C Ducklin and Cllr D Funnell
3. **Declarations of Personal and Prejudicial Interests** - None
4. **Declarations of Lobbying** – None
5. **Minutes** of the meeting held on **10th February 2020** were agreed, and it was **RESOLVED** that the Chairman signed them as a true record
 - 5.1 **Matters outstanding from these minutes (not listed as separate agenda items)** - Cllr Ellicott informed the members that positive help had been received with regards to the drainage along Common View. Drainage plans ongoing.
 - 5.2 **Matters outstanding from previous minutes** – None
6. **Speaker – The Living Forest Ltd** – A very informative talk was given by Mr Mike Lott and he also brought along some interesting samples of diseased wood. He explained that tree surveys were required under a duty of care, for the safety of people and property. He went on to explain how areas of trees should be categorised into three zones, depending on where they were growing. For instance, trees around carparks, zone red, to be visually checked every 1 to 2 years. Trees along highways, blue zone, to be visually checked every 2 years and little used footpaths, zone green, checked every three years. He also suggested that the surveys should be carried out during different seasons of the year as a variety of problems could show up at different times. He showed the members how trees, requiring work immediately or in the future, would be tagged and photographed and a computer record would then be kept of the tree. He advised that three to four quotes from an ARB Approved Contractor should be considered for any tree work.

Cllr Edwards thanked him for his time and an interesting talk.
7. **Open session for questions from the public:** The Cllrs were asked if they had heard of any development with the Red Lion planning. Cllr Edwards informed that there was nothing to report. Mr Heasman reported that Speedwatch had been running for almost a year, and had held 71 sessions which equalled 81 hours. There had been 682 vehicles recorded doing between 30/35 mph, 150 exceeding 35 mph, 14 exceeding 40mph and 13 letters had been sent by the police for serial offenders. Cllr Edwards thanked Mr Heasman and his team for all their hard work. The members were asked if there was a potential risk of the TW golf course being used for housing in the immediate future. Cllr Edwards informed that, as far as the PC were aware, the draft local plan were not considering it at this time.

8. **Session for County and Borough Councillors on matters concerning the Parish** – Cllr McInroy reported that he had still not heard anything with regards the future of the MUGA, at the top of Edward Street. He asked the members if they knew of any priority highways areas within the village that required attention. It was mentioned that Broomhill Road was in need of repair and also a couple of footpaths. Cllr Podbury reported that she had reported a couple of drains on the High Street that appeared blocked. She also required, from members, a list of any streets that required street cleaning.
9. **Committee Reports:** Planning Meeting 11th February and 2nd March 2020 draft minutes have been circulated.
10. **Local data Protection Officer** – It was agreed to accept the quote for the LPO
11. **New Accessible Regulations** – The Clerk reported that she was having problems with the present website provider and the new accessible regulations. She requested that she would like to research other websites. The members agreed that she could obtain quotes for a new up to date website, but to give the current provider another month to become regulated.
12. **Location of Second Defibrillator** – The Clerk was waiting for one more quote for the installation of the defibrillator.
13. **Dementia Awareness** –Cllr Funnell had contacted Mr Mendell and it is hoped that he will attend the Parish Assembly.
14. **Risk Assessments and Policies** – There were three RAs, which were agreed to.
15. **Farmers Market** –Cllrs Ellicott and Wilson reported that they had carried out a complete investigation as to whether the PC could accommodate a farmers’ market. They found the information on the Kent Farmers Market Ass website extremely useful. All store holders would be required to have their own liability insurance. A business plan would be required and a market manager would also be required. It was therefore, regrettably, considered not worth perusing at this stage.
16. **Parish Assembly Update** – Disappointingly, no local organisations had contacted the Clerk; despite the advert in Rusthall Life. Cllr Ellicott informed the Clerk that the Family History Group would like to attend.
17. **Installation of Plaque** – Update and planning event It was agreed that the plaque would be dark green and that the installation would take place, either on VE day or the Battle of Britain Day. Clerk to discuss with Cllr Podbury.
18. **Rackliff Centre Working Group** – Clerk informed members that she was still waiting for one more quote for the alteration work. She had acquired a desk, for free, from RELATE; and wished to thank Mick and April Heasman for collecting it. She had also purchased an almost new office chair.
19. **Legionella Training Course** – The Clerk and Cllr Wilson reported on their training course. They informed the members that replacing water tanks on the allotment sites should be considered. However, there was an extremely low chance of contracting the disease from the tanks.

- 20. Parish in Bloom** – Clerk to complete application form on behalf of the PC
- 21. Virement of Monies** from grants to donations – It was proposed and agreed to transfer £500.
- 22. Grants/ Donations** – The members agreed to grant £300 to The Friends of the common for their Wild Child holiday club.
- 23. Chair’s Report** - None
- 24. Clerk’s Report** - Hanging baskets to be removed on the 21st March. Commons Conservators to hold their meeting at RC in June. Football school to book RC from September. Laptop purchased.
- 25. Diary Dates** – Allotment meeting 16th March, Parish Chairmen’s meeting 17th March, Highways meeting 23rd March
- 26. Accounts for Payment** – Payments for this month were agreed and authorised.
- 27. Items for Information**
 - a) RVA Nature Day 21st March
 - b) RVA litter pick 4th April

The meeting closed at 21.55

..... Chairman

Dated