

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON MONDAY 11th May 2015 at 7.30pm
IN THE UNITED REFORMED CHURCH MANOR ROAD**

Present

Councillors: Cllrs Mrs J. Blackburn, B Edwards, Mrs M. Simmons, J. Clark, Ms A. Britcher, Mrs M. Fraser, K. Punyer and Mrs J. Moore.

Parish Clerk: Mrs S. Denne.

Also present: Public.

Signing of Declaration of Acceptance of Office – All Cllrs present signed.

ELECTION OF CHAIRMAN: RESOLVED to elect Cllr Jenny Blackburn as Chairman of the Parish Council. She duly signed the declaration of office which was counter-signed by the proper officer.

ELECTION OF VICE-CHAIRMAN: RESOLVED to elect Cllr Edwards as Vice-Chairman of the Parish Council.

He duly signed the declaration of office which was counter-signed by the proper officer.

1. **Apologies for absence** –Cllr R Benoy and KCC Cllr Davies
2. **Declaration of Interests** – None
3. **Declarations of Lobbying** -None
4. Minutes of the meetings held on the 13th April 2015 were **agreed**, and the Chairman signed them as a true record.
5. **Session for County and Borough Councillors on matters concerning the Parish-** No one present.
6. **Committee Reports:**
 - Planning** – A Committee meeting was held on 23rd April 2015 and 6th may 2015 draft minutes have been circulated. **Finance** - A Committee meeting was held on the 15th April 2015 draft minutes have been circulated.
7. **Signatories required for cheques and internet banking** – It was agreed that Cllrs Edwards and Benoy would become signatories.
8. **Setting up of Committees** – *Planning Committee* to be Cllrs Edwards, Benoy, Clark and Mrs Simmons. *Allotment Committee* to be Cllrs Benoy, Edwards, Punyer and Mrs Moore. *Finance Committee* to be Cllrs Edwards, Mrs Fraser, Ms Britcher and Mrs Blackburn. Clerk to put a list up on the noticeboard.
9. **MUGA** – Cllr Blackburn gave a synopsis of the MUGA for the new members. She then went on to propose that the Parish Council withdraw from the Tenancy at Will, due to the poor condition of the court surface and the constant vandalism. This was agreed. Cllr Clark suggested that the Parish Council could consider running the MUGA, but all expenses to be met by KCC. This was agreed. *Clerk to write to KCC to inform them of the Parish Council's decision.*
10. **Clerk's Report** – Clerk asked if two Cllrs would be available to attend the meeting with Gatwick Management on the 20th May. Cllrs Fraser said that she would like to attend and Cllr Simmons said she would if Cllr Benoy was unable to. The Clerk informed the members that she had been approached by the Trustees of the Molyneux Alms Houses in respect to using the fire station as an evacuation centre and storage facility should an emergency arise. To be deferred until such time as the fire station is up and running. Clerk informed the meeting that someone had attempted to burn the new bus shelter. Lastly the Clerk reported that she had had a problem with her laptop and had had to have it resolved. Also the new Cllrs were having trouble trying to link their Parish emails to their own emails. *Clerk to investigate further.*

11. Cheques/Payments

	ACCOUNTS FOR PAYMENT	MAY 2015	
<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
QUEENSBURY	300186	4066	Bus Shelter
URC	300187	10.00	Parish Assembly
C CODD	300188	12.77	Refreshments
PREMIERE	300189	48.00	Boards
HMRC	300190	122.19	Tax/ NI
URC	300191	30.00	Hall hire
VIKING	300192	56.98	Stationery
SLCC	300193	149.00	Subs
CONTRACTOR	300194	423.72	Grass cutting
CLERK	SO	959.73	Salary April
RATES	DD	341.70	Fire Station
EE	DD	35.52	Mobile
SOUTH EAST WATER	DD	24.14	Wickham Gardens
<u>Total Payments</u>		6279.75	

12. Open session for questions from the public – There were none.

13. Items for Information –

- a) Cllr Blackburn informed the meeting about the Pilot Local Warden Support Officer Scheme. Rusthall Parish Council will watch how it develops.
- b) Cllr Britcher informed the members about a survey that is to be carried out by West Kent Police, they are looking for venues.

The Meeting closed at 20.30