

**BIDBOROUGH PARISH COUNCIL
MINUTES OF THE MEETING HELD IN THE VILLAGE HALL
ON 28TH MARCH 2022
STARTING AT 7.15PM**

1. To record those present and accept any apologies

Those present were:

Councillors: Mrs K Thorne, Mrs K Vidler, Mr L Hawksfield Mr R Johnson, D Shepherdson Mr D Moore, and Mrs S Summers. Also present was around 25 members of the public and the acting Clerk Linda Hedley.

Apologies were received from Cllr's McInroy and Allen both Borough Councillors.

The Chairperson asked if the Standing Orders could be suspended to allow the meeting to continue beyond the 2 hours if required.

Proposed by Cllr Thorne, seconded by Cllr Hawksfield.

The motion was **agreed unanimously**.

2. To receive and to note the nature of Members, disclosable pecuniary interests, and other significant interests under the council's code of Conduct

Cllr Thorne – on finance item, as she had collated the quotes, and felt it inappropriate to comment.

~~Cllr Thorne as a member of the Cricket Club~~ deleted as agreed, 27/04/2022

Replaced with Cllrs Moore & Shepherdson as members of the cricket club

3. To agree and sign the minutes of the February meeting.

A debate on items included that were not actually discussed took place. LH stated that minutes should only record the motion and the final decision. Where extra may be required, then simple bullet points could be used if required. After the debate Cllr Moore proposed and Cllr Richardson seconded the motion, where it was **agreed unanimously** 'that the minutes should be deferred so that they can be reviewed'. LH was asked to review them.

4. Reports by Borough and County Councillors

As neither the Borough nor the County Councillors were present no verbal reports were given.

5. Open session for parishioners to ask questions on items on the agenda

(This item will last for a maximum of twenty (20) minutes. Each speaker is limited to two (2) minutes).

Before this item commenced a statement that Our SO's state 3 minutes so was different to the above instruction. This was noted and will be reviewed.

Members of the public highlighted the following:

- That they considered the meeting to be unlawful as the Chairperson had not signed them, LH pointed out that if this was the case, that rather a lot of the meetings over the last few years would be unlawful as none of them appeared to have been signed either.
- Reported that there was an increase in Dog mess being left and not picked up, around the church entrance. The signs that the Council erected have been taken down and it was agreed that these could be replaced.

- It was stated that in the woods the stick and flick for dog poo would be acceptable to the Birchwood Association as long as this was not left on the paths.
- Parking on the pavement is becoming dangerous to locals, as people have walk on the road to get round them. This is happening around the village hall when being used, members of the public were advised to contact the village Hall committee.
- Proper Officer position was questioned again.
- The seat on Coronation View does not get much use – who wants to sit and watch traffic when there is such a lovely view. A debate took place where it is understood a member of the public would like to raise the funds for an information board in metal so that people can sit on the seat once it is turned round and admire the view. Visitors to the area would understand what they were looking at.
- Noted that, a member of the public, with an architect friend was producing drawings to suggest a new pavilion.
- The Public session closed at 8.30

6. Finance: To note the items for payment and agree.

a) The following was payments were agreed:

To	Reason	Amount
KCC Highways	30mph speed reduction project	£3,326.80
Ashdown Garden Services	Lengths man – short debate took place	Invoice 26, £300 Invoice 27, £375.
ICO	Annual registration Fee	£40.00
GACC	Membership	£10.00
People Law Ltd	Professional services	£2,760. (this amount includes the VAT which can be reclaimed.
Bidborough School	Hire of Hall	£60.00
Locum Clerk	For minuting a previous meeting	£102.57
Pierson Agricultural	Field topping and hedge cutting	£356.26
CPRE	Annual subs	£36.00
<i>S Huseyin</i>	<i>Professional Fees</i>	<i>£102.75 (added as agreed 27/04/2022)</i>

b) Church wall maintenance: details of Surveyor

It was reported that a surveyor will attend mid-April and look at what was required to be quoted on. The Quote will be considered at a later meeting.

c) Emergency repairs Rock Cottage Garden wall.

The rendering is falling off the wall at Rock Cottage. This is required to be repaired fairly soon as the owner of Rock Cottage wishes to commence the work he has planned. A debate took place on the quotes received.

It was agreed that the work should be capped at 2 days, Cllr Thorne will check with the company finally agreed as Hobart Paving & Civil Engineering to do the work. Further investigating of the condition of the wall will then take place.

d) Adoption of Financial Standing Orders as recommended by Finance Working Party.

The document had been previously circulated prior to the meeting. With various suggestions for adjustments, the document was **agreed in principle** and will be circulated once these have been made and will be placed on the Website.

Appointment of Internal Auditor – this was deferred to the next meeting. Cllr Shepherdson will make enquiries of who would be willing to carry this out and revert to the next meeting, this was **agreed**.

- a. Kent, Surrey, Sussex Air Ambulance request for donation – and amount of £50 was suggested, it was then proposed that this be increased to £60.00, and this was **agreed unanimously**.
- b. High street lighting – Decision on maintenance costs for streetlight contract 2022/2023 – after a short debate it was **agreed** the contract would be for general maintenance only with no extras, this will bring the cost down to £481.88 plus the VAT.
- c. Maintenance work required in ANRG.

The list included the resurfacing of the entrance way to ANRG due to pothole maintenance. Proposed by Cllr Hawksfield seconded by Cllr Johnson. The chairman abstained from the vote as she had complied the quotes. The cost of £2,225.00 + vat, was **agreed** by those voting.

A debate took place, after which it was proposed by L Hawksfield, Seconded by K Vidler.,

f). After a debate, it was agreed to have the Goal mouth filled and not 'returfed' at a cost of £260.00 + vat. This was **unanimously agreed**.

Fencing, and gate post around the pond. Proposed by Cllr Vidler and seconded by Cllr Shepherdson – **the motion carried**.

The person agreed is the preferred contractor for the Parish Council.

It was further agreed to use Thompson Tree Care Ltd to clear the pond and remove the dead trees around the pond for £500 +vat.

7. Planning: To note the applications listed, consider and agree any comments to be sent to the Borough Council

- a. 22/00315 The Coach House, High Street, Bidborough – Erection of two storey side extension to existing property replacing existing single storey extension – there were **no objections** to the application.
- b. 22/00534 Rock Cottage High Street, Bidborough – Replacement of freestanding outbuilding – There were no objections to the application.

8. Update on Freedom of Information request.

A verbal update was given by Cllr Summers, it included:

- The original letter from ICO asked for information and this was given.
- Further information was requested and the Clerk ED sent a response.
- Serious concerns were raised at the response being sent without referring back to all the Cllrs before being sent.

- The reply from ICO will be circulated to all, once received.

9. To consider and agree renewal of Parish Council Insurance policy

The Chairperson stated that this should be discussed in confidence – reminding members that she had sent an email explaining why. After which it **was agreed**. Members of the public were asked to leave.

The chairperson explained the content of the email. This was to have a new member of the Council named as the person responsible for communicating with the Insurance company.

A detailed discussion took place., Cllr Vidler stated that she would be happy to do this, and this **was agreed**.

10. standing Orders. A debate took place with regards to the difference of the wording withing the Opens session. This was deferred to a later date, and the Standing Orders would be reviewed.

11.A general debate regarding getting a locum clerk took place, but no decisions took place. LH has agreed to do the agenda and minutes for next month.

*A vote of thanks is recorded to Mr David Wheeler, for his help with the seating.
(Added as agreed 27/04/2022)*

There being no further business, the meeting closed at 10.30pm