

Minutes of the Virtual meeting of the Parish Council held on 16 April 2020 at 7.15pm

Present at Virtual Meeting: Cllrs. Hutchfield (Chair), Cllr Thorley (Vice-chair) Cllr Jackson, Cllr Morrell, Cllr Porter, Cllr Reynolds, Cllr Savage, Cllr Burley, Cllr Maisey, Cllr White.
Clerk – Mrs J Nicholson.

There were no members of the public at this meeting.

355) Apologies for absence.

Cllr Seger – paternity leave

It was proposed by Cllr Jackson and seconded by Cllr Porter to accept these apologies.

356) Declarations of Interest (DPI, conflict of interest and personal interests) and alterations to the Register.

Cllr Maisey 9a

Cllr White 9b

357) Minutes of the Parish Council Meeting held on 12 March 2020

It was proposed by Cllr Jackson and seconded by Cllr Porter and agreed by all that the minutes be signed as a true record.

358) Matters arising from the Minutes not otherwise on the Agenda

342 a) The donation to West Kent Downs Trust has not yet been sent
Letter to Allotment landowner not yet sent.

Homestead Planning Application – Decision expected 27 April 2020.

343 c) There can be no progress on the WW2 memorial gate until the PCC are able to hold meetings after COVID-19 emergency

345 a) Cllr Hutchfield attended a virtual meeting with KCC highways officers and Chairman from Luddesdown, Meopham and Cobham Parish Councils. It was agreed that the Chair and Clerk will formulate a letter to be sent to the Transport Minister in support of Kent County Council's request to be given control of the movement of heavy goods vehicles through Kent in order to limit use of narrow country lanes.

359) Minutes of the Parish Extraordinary Council Meeting held Virtually on 26 March 2020

It was proposed by Cllr Jackson and seconded by Cllr Porter and agreed by all that the minutes be signed as a true record.

360) Matters arising from the Minutes not otherwise on the Agenda

It was proposed by Cllr Reynolds and seconded by Cllr Savage and agreed by all that the decision regarding Emergency Delegation Authority made at this meeting be ratified.

It was proposed by Cllr Maisey and seconded by Cllr Savage and agreed by all that the decision regarding amendments to the Clerk's contract of employment made at this meeting be ratified.

It was proposed by Cllr Jackson and seconded by Cllr Maisey and agreed by all that the decision regarding the Clerk's salary made at this meeting be ratified.

Ward Councillor's Report and Public Session

Suspension of the meeting for Medway Councillor's report and for the Public Session.

There was no report from the Ward Councillor and no members of the public were present.

361) Additional Delegated Authority

- a. Planning: It is proposed that Cllrs Burley and Porter have delegated authority to examine all local planning applications and work with the Clerk to formulate a response to Medway Planning Department on behalf of Cuxton Parish Council.

Where complex or potentially controversial applications arise, the Clerk will organise a virtual meeting of the Planning Committee to agree a response.

Proposed: Cllr Savage Secoded: Cllr Jackson and agreed by all.

- b. Finance: It is proposed that Cllr Burley continues to have access to the monthly bank statements for all Cuxton Parish Council bank accounts and to examine the transactions against the monthly finance report included in meeting papers. He will then report findings in the Bank balance section of the Finance agenda item.

Proposed: Cllr Savage Secoded: Cllr Jackson and agreed by all.

362) Finance

- a. Creation of a new current account
Following discussion, it was agreed that Council open a bank account with Unity Trust Bank to hold the precept and that a standing order be established to transfer £4000/month in to the Council's Barclay's Community (current) account.

Proposed: Cllr Jackson Secoded: Cllr Thorley

- b. Bank Balances
Cllr Burley confirmed that he has checked and approved the bank statements and balances.

Proposed: Cllr Jackson Secoded: Cllr Porter and agreed by all.

- c. Approval of payments made since the last meeting
None

- d. Accounts for payment
It was agreed that the council will purchase Zoom Pro and MS Office for the Clerk's laptop to facilitate virtual meetings and home working.

Proposed: Cllr Porter Secoded: Cllr Reynolds.

The meeting was suspended at this point to allow all to take part in "Clap for the NHS, carers and all key workers".

363) Grant Applications to Council

Applications were received from Medway Towns (Cuxton & Halling) Scout Group, Cuxton & Halling PCC and Beehive Playgroup.

It was agreed by all that these applications be deferred to the next meeting.

364) Future Meetings

It was agreed council meetings will continue via Zoom on the dates previously agreed.

Next virtual meeting – 14 May 2020 at 6.45pm

365) Correspondence

- a. Residents – None
- b. Other- None

366) Member's Future agenda items

Members agreed they will think about possible celebrations to be planned for when the current emergency is over.

The meeting was closed at 20.40

Signed

Chairman on the

day of.

2020