



Minutes of the Meeting of the Council held on Thursday, 20th July 2023 at 7pm at Cuxton Library

Present: Cllr Thorley (Chair), Cllr Chamberlain, Cllr Jensen, Cllr Porter, Cllr Wilson, Cllr Burley, Cllr Chalker, Cllr Manning, Cllr Nightingale, Cllr Vye and Cllr White.

In attendance: Mr C. Jensen, Clerk

There was one member of the public present.

50) Apologies for absence

Ward Councillors Fearn and Filmer – Medway Council meetings.
It was resolved to accept these apologies.

51) To formally welcome newly co-opted Parish Councillor

Cllr Thorley welcomed Cllr Nightingale to his first Parish Council meeting as a councillor, following his co-option at the previous meeting.

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

Cllr Jensen – Items 11, 15 & 22.
Cllr Thorley – Items 11 & 15.
Cllr Chamberlain – Item 15.
Cllr Chalker – Item 15.
Cllr Nightingale – Item 20.

53) Matters Arising

Cllr Thorley advised the Traffic Management group would be meeting in early September and confirmed the Parish Council's response to Planning application MC/23/1257, Keeper's Barn, had been uploaded to Medway Council's planning portal.

Cllr Thorley asked the clerk to provide an update to councillors regarding HGV's unsuitability to use Bush Road. The clerk read an email from Medway Council's Transport Manager which confirmed signage advising Bush Road was unsuitable for HGV use was to be installed on the A228, but legitimate access to premises and properties would not be restricted. In addition, new 'Pedestrians in the Road' warning signage would also be installed in Bush Road near to the Medway/Gravesham boundary. This issue had been highlighted by a local resident.

Medway Councillor's report and Public Session

The clerk had provided copies to councillors of the report received from Cllr Fearn. Cllr Thorley read the report as follows:

Cuxton Marina, it appears the Marina will be coming back with a planning application. Medway Councillors have been invited to a presentation with the applicant in September to look at plans for “45 apartments, office building for the marina including retail unit/marine business improvements to public footpath and cycleway”. We have asked the head of planning if the applicant plans to hold a similar presentation to CPC.

The footpath of the A228, this is still work in progress, officers are in the process of gaining quotations for a retaining wall.

Footpath along the A228, the vegetation encroaching the footpath along the A228 has been reported and added to the work program.

Six Acre Wood, the additional handrails requested through the Parish Council were installed earlier this month as you know.

Bush Road, Michael Edwards has provided an explanation re the camera previously on Bush Road. The original request was from CPC to look at a pedestrian crossing on Bush Road, dating back to pre the Bush Road partnership Cllr Thorley was Chair of.

Cllr Thorley advised Michael Edwards had confirmed GDPR regulations had been complied with regarding the camera sited on Bush Road. It had been installed at no cost and was likely to be in place for one month to collect vehicle movement and pedestrian crossing data to inform whether a zebra crossing was required, although as advised this was from a long-standing request from the Parish Council.

Cllr Thorley advised she was trying to address the non-availability of Ward Councillors at Parish Council meetings and had arranged a meeting with them and the clerk in September to discuss issues and would report back to councillors. The Ward Councillors had also stated they would meet with councillors outside of the regular Parish Council meetings if required.

Cllr Burley suggested the Parish Council attempt to arrange a pre-planning meeting regarding the proposed development at Cuxton Marina. Cllr Thorley to find out who to contact and suggested Cllrs Burley, Chalker, Thorley and the clerk attend any meeting arranged.

Resident 1 – asked why Parish Council meetings were held on a Thursday night and coincided with Medway Council meetings. The clerk advised the library had been used as a venue for Parish Council meetings for some time and Thursdays was the only day it closed at 6pm, allowing access before the Parish Council meeting was scheduled to commence.

54) Minutes of the meeting held on 15th June – for approval

Cllr Chalker proposed an amendment to item 28 to replace ‘for information’ with ‘as per standing orders’.

Cllr Nightingale proposed an amendment to Medway Councillors report to remove the word ‘received’ as it had been duplicated, the sentence to now read ‘No report had been received’.

No other amendments were required. Cllr Porter proposed the minutes be accepted with the amendments proposed and Cllr Burley seconded this proposal. Ten votes were received in favour of the proposal with one

abstention (as Cllr Nightingale was not part of the Parish Council at the meeting).

It was resolved to accept these minutes as a true record of the meeting with the proposed amendments being made.

55) Finance

a) Bank Balances

Cllr Thorley brought to councillors' attention that the combined balances of the Nationwide accounts would soon exceed the protection limit afforded by the FSCS (Financial Services Compensation Scheme) and diligence was needed.

It was resolved to accept these balances as correct.

b) Approval of payments made since last meeting

The clerk provided councillors with details of payments made since the last meeting. Cllr Manning proposed the payments made be accepted as stated. This proposal was seconded by Cllr Wilson. All councillors voted unanimously in favour of the proposal.

It was resolved to accept these payments as correct.

c) Approval of accounts for payment

No payments were submitted for approval.

d) Discussion regarding recommendations from Finance and Audit Committee meeting on 20th June 2023

Following discussion, Cllr Chalker stated the correct procedure to be followed was that items should be added to the full Council agenda and then discussed in turn. If approved a virement could then be made from Ear Marked Reserves. Cllr Chalker stated the current standing orders needed to be reviewed and amended where necessary.

56) Pavilion Re-Development

Cllr Thorley advised no further meetings of the steering group had taken place, but future meetings would consider the possible development of the Roundel, which had been highlighted by respondents to the survey as an alternative to the Pavilion Re-Development.

57) Lower Thames Crossing Enquiry – update and discussion

The clerk advised councillors the 'Statement of Common Ground' document had been submitted to the Examining Authority and further details were awaited as to the next steps. In the meantime, the clerk requested councillors consider the statements to determine if any could be progressed.

58) Annual Insurance Quotations – Discussion

The clerk provided councillors with three insurance quotations, two being from the same company detailing the cost with and without an LTU, long-term undertaking, which the clerk explained to councillors. The clerk advised a renewal quotation from the Parish Council's existing insurers had not been received, despite several requests being made. Following discussion, Cllr Chamberlain proposed the quotation from Aviva without the LTU at £1,845, be accepted and this proposal was seconded by Cllr Jensen. All councillors voted unanimously in favour of the proposal.

It was resolved to accept the quotation from Aviva without the LTU and the clerk to advise and arrange payment before the existing insurance renewal date of 10th September.

59) Painting of playground and teenage village – update

The clerk confirmed two quotations had been received and following a recent visit from another contractor, a third quote was awaited. The clerk advised a total of six contractors had been asked to quote but three had decided not to quote or advised they could not help. The Land Management Committee to discuss the quotations at their September 2023 meeting and make recommendations to full council thereafter.

60) Playground Inspection quotations – discussion

The clerk had provided councillors with three quotations for consideration in respect of the playground inspection. Following discussion, Cllr Wilson proposed the quotation from the Play Inspection company be accepted. This proposal was seconded by Cllr Chamberlain. Nine councillors voted in favour of the proposal and two abstained, (Cllrs Jensen and Thorley, as they had earlier registered a conflict of interest in this agenda item).

It was resolved to accept the quotation from the Play Inspection Company. The clerk to contact to arrange a date for the playground and associated equipment to be inspected.

61) CCTV – discussion regarding replacement of current system

Whilst councillors agreed the security in the Recreation Ground needed updating, Cllr Burley proposed this item be considered at the next full Council meeting. Cllr Wilson seconded this proposal. All councillors agreed to this proposal.

62) Bike Track - update regarding Veolia Grant application

Following discussion, Cllrs Burley and Jensen to meet and discuss this matter at the end of August and report back to the September Council meeting.

63) Courts Re-development - discussion

Following discussion, councillors acknowledged the Courts needed re-surfacing for which a grant application would need to be made. This matter was deferred for discussion to the next Land Management Committee.

64) Discussion regarding quotations preventing animal activity

The clerk had provided councillors with three quotations for remedial work. Following discussion, as there was doubt the animal activity was not historic, Cllr Burley proposed the quotation received from Commercial Services be accepted as it recommended investigative work only to determine if animal activity was present. Cllr White seconded the proposal. Seven councillors voted in favour of the proposal and four abstained (Cllrs, Chamberlain, Jensen, Thorley and Chalker, as they had earlier registered a conflict of interest in this agenda item).

It was resolved to accept the quotation from Commercial Services. The clerk to contact to arrange a date for the investigative works to be undertaken. Once the date of the visit was known, the clerk to advise Cuxton 91 in order they could remove all items from the affected area.

65) Update regarding railing issue at bottom of church steps

The clerk had previously made councillors aware additional railings had been added by Medway Council at the bottom of the Church steps. This had also been confirmed in Cllr Fearn's report. The clerk had already advised the correspondent who had asked the Parish Council initially for assistance and confirmed several 'Thank you' comments had been noted on Facebook.

66) S.106 monies and discussion regarding roundabout feasibility study at A228 junction with Bush Road and update on traffic loop reinstatement

Cllr Manning advised the traffic loop was working but the sensor and timing when exiting from Bush Road, was not. As Cllr Fearn had not provided an update regarding the traffic loop, the clerk was asked to request an update.

67) Reports of Meetings Attended on Behalf of Council

a) KALC

Cllr Chalker attended the recent meeting and confirmed it was an introductory session as there were many new attendees. He confirmed there were discussions regarding the Hoo Peninsular development and parish development plans being incorporated into a local plan. Cllr Chalker proposed Cuxton Parish Council should not create a local parish development plan as it would be counter-productive, as Cuxton and Halling, in the main, was surrounded by Green Belt land, apart from the east side of the A228.

b) Rural Liaison

Cllr Chalker confirmed each local Parish Council was to be given the sum of £3,600 with no restriction on spending, although no date was provided as to when it would be received. Cllr Chalker advised a debate regarding the 3rd

Thames crossing had also taken place, and it was confirmed a significant amount of paperwork had been received and was being considered.

c) Cuxton Academy of Schools

The clerk advised the next meeting with the headteacher was scheduled for Monday 11th September.

d) Police Liaison

Cllr Wilson advised the new Ward PC Fergus MacKay was meeting with the clerk, Laura Ashwell, Community Support Officer and Cllr Wilson soon. The excessive noise from bikes at the Sundridge Hill roundabout was raised as an issue and Cllr Wilson was advised cameras might be introduced as a deterrent.

68) Big Lunch - Feedback

Cllr Thorley advised the event proceeded well despite the rain. Cllr Burley offered his thanks to councillors who had organised and attended the event. The clerk had provided councillors with a sheet detailing the expenditure for the event. Cllr Thorley confirmed the event would be held in 2024 on Sunday 9th June.

69) Correspondence

The clerk had provided councillors with correspondence and responses provided regarding Highway issues. The correspondents had also addressed their emails to the Ward Councillors, and it was hoped they would respond shortly to them, once their issues had been investigated. As one of the correspondents had recommended a 20mph limit on Bush Road be considered, Cllr Chalker suggested this should be referred to Medway Council as Kent County Council have already adopted 20mph limits in Cobham and Meopham.

70) (PUBLIC BODIES (ADMISSION TO MEETING) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC)

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public are to be excluded from the Meeting.

A vote will be taken.

Cllr Porter proposed the motion. Cllr Burley seconded the proposal. Ten councillors voted in favour of the proposal with one abstention (Cllr Jensen as she had earlier registered a conflict of interest in this agenda item).

Cllr Jensen, the clerk and the resident left the meeting.

71) Personnel Matter

Cllr Thorley advised councillors of the recommendations from the recent staffing committee meeting with regards to the process for the clerks' annual appraisal which would be undertaken by Cllr Wilson. The clerk would be asked to confirm he had commenced his CILCA qualification. Cllr Thorley confirmed email correspondence during the clerks' annual leave would be dealt with by Cllr Wilson, with urgent matters being referred to Cllr Thorley. Cllr Thorley confirmed a handover would take place on 4th August with the clerk and Cllrs Wilson and Manning where the clerk would provide updates of any outstanding matters which required attention in his absence. Councillors agreed with the proposals as stated.

Cllr Jensen and the clerk returned to the meeting.

72) Information Exchange

Cllr Thorley confirmed the Planning application objection had been submitted. The camera issue on Bush Road had already been dealt with. Cllr Thorley re-confirmed the clerk and her would meet the Ward Councillors on 12.09 to discuss outstanding matters.

Cllr Thorley advised councillors it was intended future newsletters would give more information about what the council was doing.

The volunteers for the D-Day celebrations group were confirmed as Cllrs Porter, Manning, Mr Thorley, Cuxton 91 and Cllr Chamberlain was to ask her neighbour, Mr Sellars, if he wanted to be involved.

73) Members Future Agenda Items

Firework display

KALC training for new councillors

Speed limit on Sundridge Hill to report back to Medway Council

The Chairman closed the meeting at 9:28 pm

Next meeting 21st September 2023, 7pm at Cuxton Library

Signed ***Julie Porter*** **Chairman**

On the ***21st*** **day of** ***September*** ***2023***