

**CUXTON PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 12<sup>th</sup> JULY 2018 IN THE LIBRARY,  
BUSH ROAD, CUXTON AT 7.45 pm**

<b>PRESENT:</b>	Cllr Mrs Kay Hutchfield	Chairman
	Cllr Ged Chalker	
	Cllr Mrs Sheila Chamberlain	
	Cllr Mrs Elizabeth Maisey	Up until 20.10
	Cllr Mrs Julie Porter	
	Cllr Matt Fearn	
	Cllr Mrs Tracy Thorley	
	Cllr Matthew Porter	
	Cllr Sacre	
	Cllr Turner	
	 Mrs Daniela Baylis	 Clerk
	Mrs Josie Griffiths	Assistant Clerk - from item 4

In attendance 1 member of the public

<b>Item No</b>		<b>Action Point</b>
Minute No 2016/17/		
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	
147	Apologies for absence were received from  Cllr Chitty – at work and so may not be back in time to attend.	
<b>2</b>	<b>DECLARATIONS OF INTEREST (DPI, conflicts of interest and personal) and alterations to the Register.</b>	
148	Cllr Mrs Thorley –Item 7a – as she has a connection to Cuxton 91 Cllr Mrs Hutchfield – Item 5 b	
<b>3</b>	<b>MINUTES OF THE MEETING HELD ON 15<sup>th</sup> June 2018</b>	
149	It was proposed by Cllr Mrs Thorley, seconded by Cllr Mrs Porter and agreed that the minutes of the meeting held on 10 <sup>th</sup> May 2018 be signed as a true record subject to the following amendments: Minute 143 – add ‘Cllr Mrs Thorley raised a question from a resident that a one way traffic system be considered’.	
<b>4</b>	<b>MATTERS ARISING</b>	
150	Cllr Mrs Maisey asked for the proposal for a one way system to be put on the September agenda.	

## **MEDWAY COUNCILLOR'S REPORT AND PUBLIC SESSION**

Cllr Fearn reported that the traffic light trial plans had been redesigned but he had not seen them yet. The new proposed trial date would be the last week in August and first week in September.

There had been lots of reports of bad parking obstructing the pavements and also causing problems at junctions. The Clerk had received numerous photographs of bad parking from residents. These would be forwarded to Councillor Fearn and also to Cllr Thorley to take to the July Police Liaison Meeting.

A member of the public, who lives on Bush Road, raised the issue of bad driving, particularly during school drop off and pick up times. She had witnessed another accident that week involving 2 vehicles. She asked that the Parish Council consider installation of bollards on the edge of the pavement. She had witnessed numerous incidents of vehicles mounting the pavement; driving towards children and pedestrians as they walked along the pavement.

The Clerk was asked to write to the school to ask if they had any records of bad parking/accidents.

### **5 FINANCE**

#### **a Bank Balances**

151 The Bank balances set out in Appendix A were noted  
Cllr Chalker said that the bank reserves were too high. Cllr Mrs Hutchfield said that the Finance Committee were aware of this.

#### **b Payments made since last meeting**

152 It was proposed by Cllr Sacre, seconded by Cllr Fearn and agreed the payments made since the last meeting be ratified.

#### **c Accounts for payment**

153 It was proposed by Cllr Mrs Porter, seconded by Cllr Turner and agreed that the accounts listed in Appendix B be paid, (cheques 100438-100448), with the addition of £696 KCC (cheque 100449), £146.36 EDF Energy (cheque no 100450, and £32.49 EDF Energy (cheque no 100451).

#### **d New Bank Account Update**

154 The new Nationwide account application had been submitted but had not yet been processed.

#### **e Open Spaces Society subscription renewal - £45**

155 It was proposed by Cllr Sacre, seconded by Cllr Porter and all agreed that the subscription to the Open Spaces Society be paid.

### **6 GRANT APPLICATIONS TO THE COUNCIL**

#### **a Cuxton Community Grants**

156 None received

#### **b Other**

157 None received

## 7 GRANT APPLICATIONS BY THE COUNCIL

158 a A funding meeting had been arranged by the funding mentors with the Social Club, Cuxton 91, Kent FA and the Parish Council to discuss grant opportunities available with Sport England and Kent F.A. There would be a business plan meeting in August with the funding mentors. A report to Council would be made following this meeting.

159 b A new Big Lottery grant was opening in July. Cllr Mrs Hutchfield would look into this to see if the Parish Council are eligible to apply.

## 8 REPORT FROM COMMUNICATIONS WORKING PARTY

### 160 a Twitter

It was proposed by Cllr Porter, seconded by Cllr Turner and all agreed that the Parish Council Twitter account be closed,

### 161 b Newsletter

This was still seen as a valid means of communicating with the village. As it is delivered to every house in the village, it could be seen as a 'catch all' method of disseminating information to those who do not have internet access.

It was suggested that maybe a section should be included on what goes on in Council meetings.

### 162 c Website

Cllr Turner had volunteered to help with the website and the Clerk would send him copies of all minutes and agendas not already on the website.

Cllr Fearn wanted to look at other options for a new website and would meet with the Clerk the following week to look into this.

### 163 d Facebook

After discussion, Cllr Sacre proposed that a full report in simple terms to allow greater understanding be produced for the next meeting.

### 164 e Logo

Cllr Turner and Richard Hutchfield will be asked to bring designs for new logo to the next meeting for discussion.

## 9 World War 1 Memorial Bench

165 a It was proposed by Cllr Mrs Thorley, seconded by Cllr Fearn and all agreed that the proposed design be accepted.

166 b The Cuxton Big Lunch had raised £1160.15 towards the cost of the bench. It was proposed by Cllr Fearn, seconded by Cllr Porter and all agreed that the additional cost for the bench be paid, subject to the Clerk checking Standing Orders and Financial Regulations.

The Clerk was asked to approach Reverend Knight about the possibility of installing a sign on or near the churchyard wall to ask people not to throw their rubbish over the wall. Rubbish accumulates the woodland side of the wall and would be visible from the place where the bench is to be sited.

## **10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**

### **167 a Feasibility Study**

The final report had been circulated to all councillors. As Councillors Chalker and Mrs Chamberlain stated they had not received the email containing the report, so this item was deferred to the next meeting.

All other Councillors had received the group email containing the report.

### **b Pavilion Development – pre-planning**

168 No update

### **c Recreation Ground**

#### **i Playpark gate**

169 It was proposed by Cllr Fearn, seconded by Cllr Turner and all agreed that the quotation from Active Leisure Contracts for the new gate be accepted as it is the only one that fits the specification.

#### **ii Incident record report**

170 There are still a lot of empty drug packets being found in the recreation ground, on a daily basis. Cllr Mrs Thorley said that she would take what has been collected so far to her next Police Liaison Meeting in July.

#### **iii Events**

171 The next event will be the Christmas tree lighting and carol singing event.

#### **iv Bylaws – exclusion of dogs from recreation ground**

172 It was proposed by Cllr Mrs Thorley, seconded by Cllr Sacre and all agreed that the existing Bylaw banning dogs from the Recreation Ground should not be changed.

### **d New Dog Waste Bins and Poo bag dispensers**

173 The new dispensers have arrived and the posts will follow shortly. The clerk is looking for someone to install them and still needs to get the landowners permission for the one in Whiteleaves and the one in Poplicans.

### **e Third village sign**

174 There are currently 2 signs on the A228. It was suggested that a third one be placed on Bush Road close to Warren House. Cllr Chalker suggested approaching Brian Sellars to see if he could make a template for getting a new sign cast.

## **11 HIGHWAYS AND TRANSPORT**

175 **a A228 Traffic Light Scheme**

This was covered under the Medway Councillors report.

176 **b Pebble Lane Train Horns**

The Clerk was asked to contact Network Rail for a date when the next risk assessment of the Pebble Lane crossing would take place.

The clerk was to enquire why the 11.45 pm train horn was sounding for so long and why an EBL rather than the LIDAR system used on newer crossings had been installed.

177 **c Public Rights of Way/footpaths**

- i There was going to be a meeting on Tuesday 17<sup>th</sup> July with Adam Taylor, Medway Council's footpaths officer, Cllr Mrs Hutchfield, the Clerk and Richard Hutchfield and Ian Gray who were originally involved in the plans together with Tony Dobbs who had been working on the scheme. A report would be produced for the September meeting.

- ii None

178 **d Radar Speed Signs**

The Clerk was still waiting for a meeting with Medway Council's highways department.

179 **e 20mph speed zone for Bush Road**

5 footpaths exit directly onto Warren Road/Bush Road so it was proposed that a 40mph limit be looked at for between Forge Cottage to where the current 30 MPH sign is now, 20MPH zone to be from Charles Drive to James Road. The Clerk would get more information and this would be looked at further at the September Meeting.

180 **f Other Highways or transport issues**

None

**12 Consultation Documents/Reports and circulars**

181 None

**13 Correspondence****a Residents****i Unattended Crossing**

182 Cllr Fearn was aware of complaints about the crossing, and said that Medway Council were already looking into this and that he would keep the Parish Council informed.

**ii Dogs in recreation ground**

183 Already discussed under item 10 c iv.

**iii Inconsiderate parking**

184 It was suggested that the Salt Bin on the bend in Charles Drive be re-sited to the green space to prevent people parking on this area. A couple of bollards were also suggested for this area.

b Other

185 None

**14 Reports from Council Representatives on:**

186 a **KALC**

No update. Cllr Sacre said that he would not be able to attend the next meeting as he was away.

187 b **Rural Liaison**

Cllr Mrs Hutchfield had not attended this meeting as no papers had been sent.

188 c **Community Safety Liaison**

**The next meeting was the 17<sup>th</sup> August.**

189 d **Medway Valley Line Community Rail Trust**

The next meeting was in August.

**15 Asset Register**

190 Deferred until an extra Main Council meeting to be held on 9<sup>th</sup> August 2018.

**16 Reports on events attended not otherwise on the agenda**

191 None attended

**17 Any other business at the Chairman's discretion/members information exchange**

192 None

**18 Members future agenda items**

193 Feasibility study and asset register to go to an August meeting as they had been deferred several times.

Website

One way system

**CONFIDENTIAL SECTION**

**19 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

194 The press and public were excluded

**20 Hours of Clerk and Assistant clerk**

195 This was deferred until the extra meeting on the 16<sup>th</sup> August 2018. A meeting of the Personnel Committee would be called on the 9<sup>th</sup> August and a report produced for the Main Council meeting.

The Chairman thanked councillors for attending and closed the meeting at 9.45 pm.

Signed *Kay Hutchfield*. Chairman

On the *16 day of August* 2018