

**Minutes of the Annual Meeting of the Parish Council at Beechen Hall, Wildfell  
Close on Monday 14<sup>th</sup> May 2012 commencing at 7.30 pm.**

Councillors present – Mr M Pepper (Chairman until item 3), Mr I Davies (Chairman from item 3), Mrs P Brooks, Mr V Davies, Mr P Dengate, Mr T Harwood, Mr B Hinder, Mrs W Hinder, Mrs K Macklin, Mr K Perry, Mr G Smith, Mrs A Spain, Mr A Springate, Mr P Sullivan, and Mrs M Waller together with the Clerk, County Councillor P Carter, Ms R Spore (Director of Property and Infrastructure Support), 7 members of the public and 2 members of the press.

1. **Apologies and absences.**

All Councillors were present. PCSO Hawthorn.

2. **Declaration of Acceptance of Office.**

**Noted** all declarations had been signed before the meeting.

3. **Election of Chairman.**

Cllr Brooks nominated with Cllr Wendy Hinder seconding – **Cllr Ivor Davies**. There being no other nominations this was **agreed** (2 abstentions). Cllr Davies took the position of Chairman and thanked the outgoing Mr Pepper who departed to applause.

Item 10 was moved forward to become item 4.

4. **Declaration of Interests or Lobbying.**

Cllr Spain declared a pecuniary interest in item 23 Purchase of Land.

Cllr Brooks notified members that, in the interests of the Council being open and accountable, she wanted to remind members that she lived close to the site in item 23 but felt that she did not have a pecuniary interest.

Cllr Harwood notified members that due to his role on the Maidstone Planning Committee he would absent himself from the meeting during item 5.

The Chairman notified the meeting that, to ensure no future potential conflict of interest, he had resigned from the position of Secretary to Walderslade Woods Group.

All members declared that they had been lobbied on item 5 Round Wood.

5. **Round Wood**

Cllr Harwood left the meeting for the duration of the item.

County Councillor Carter was welcomed to the meeting and he gave a brief history of the Round Wood project. He apologised for the sometimes slow or lack of action by Kent County Council.

County Councillor Carter informed the meeting that **Kent County Council agreed to the Parish Council's request that Walderslade Woods (excluding the small development site at Wildfell Close) be subject to a Voluntary Village Green submission by KCC**. It was clarified that this submission would be considered by the Commons Registration Unit and it would have to be persuaded that this would be more beneficial than the currently suspended Parish Council application.

A brief discussion took place during which the Chairman adjourned the meeting to allow comments from the public, Ms Spore gave information on a planning application that was being drawn up for the area at Wildfell Close and also on the Voluntary Village Green submission. Ms Spore agreed to supply a copy of the planning application to the Parish Council and to liaise with the Clerk to ensure that the village application submission was successfully progressed.

The Chairman thanked Councillor Carter on behalf of the Council and the residents. He assured members and Walderslade Woods Group that they would be kept updated on progress. **Action - Clerk**

Item 17 was taken at this point and after this County Councillor Carter, Ms Spore and

the public departed.

6. **To Elect a Vice Chairman.**

Cllr Springate nominated with Cllr Wendy Hinder seconding – **Cllr Brooks**. There being no other nominations this was **agreed** (with 1 abstention). Cllr Brooks notified the meeting that she would only serve for one year, so as to allow other Councillors to gain experience.

The Chairman notified the meeting that he planned, whilst in the chair, to abstain from voting.

7. **To Appoint Committees.**

Committees were appointed with the following membership.

**Environment Committee.**

Cllr P Brooks  
Cllr I Davies  
Cllr P Dengate  
Cllr B Hinder  
Cllr W Hinder  
Cllr K Perry  
Cllr A Spain  
Cllr A Springate  
Cllr M Waller

**Estates Committee**

Cllr P Brooks  
Cllr I Davies  
Cllr V Davies  
Cllr P Dengate  
Cllr B Hinder  
Cllr G Smith  
Cllr Sullivan  
Cllr Waller

**Finance Committee.**

Cllr P Brooks  
Cllr I Davies  
Cllr V Davies  
Cllr B Hinder  
Cllr W Hinder  
Cllr K Macklin  
Cllr K Perry  
Cllr G Smith

**Financial Scrutiny Committee.**

Cllr W Hinder  
Cllr Spain  
Cllr A Springate  
Cllr P Sullivan

8. **To appoint Committee Chairman and Vice Chairmen.**

Discussion took place on whether the Chair and Vice Chair should be appointed at the first committee meeting; at the Annual Meeting but with only the committee members voting or whether it should remain unchanged with all Councillors voting. It was **agreed** that Standing Order 15(a) (viii) remain unchanged and that the appointment of Committee Chair and Vice Chair by all Councillors at the Annual Meeting of the Parish Council continue.

Environment Committee.

Chairman. Cllr Spain nominated, with Cllr Perry seconding, **Cllr Wendy Hinder**. There being no other nominations this was **agreed** (with 1 abstention).

Vice Chairman. Cllr Bob Hinder nominated, with Cllr Springate seconding, **Cllr Perry**. There being no other nominations this was **agreed** (with 1 abstention).

Estates Committee.

Chairman. Cllr Sullivan nominated, with Cllr Bob Hinder seconding, **Cllr Vic Davies**. There being no other nominations this was **agreed** (with 1 abstention).

Vice Chairman. Cllr Brooks nominated, with Cllr Harwood seconding, **Cllr Bob Hinder**. There being no other nominations this was **agreed** (with 1 abstention).

Finance Committee.

Chairman. Cllr Ivor Davies.

Vice Chairman. Cllr Vic Davies nominated, with Cllr Smith seconding, **Cllr Bob**

**Hinder.** There being no other nominations this was **agreed** (with 1 abstention).

9. **Appoint Representatives to External Bodies.**

**Agreed.**

Grove Green Community Association – Cllr Vic Davies

Kent Association of Local Councils – Cllr Wendy Hinder, Cllr Bob Hinder and Cllr Brooks (reserve).

ACRK – Cllr Ivor Davies

Sandling Village Hall (2 Trustees) – Cllr Waller and Cllr Ivor Davies.

Vinters Valley Nature Reserve (Trustee) – Cllr Vic Davies

Boxley Warren LNR – Cllr Tony Harwood

Mid Kent Steering Group – Cllr Smith

10. **Inspection of Deeds and Trust Documents.**

**Noted** originals are stored at the Solicitors (Whitehead Monckton), copies can be inspected at the parish office.

11. **Minutes of the Parish Council Meeting on 4<sup>th</sup> April 2012**

The minutes of the meeting were **agreed** and **signed** as a true record.

12. **Matters Arising From Minutes.**

12.1 Minute 2391/4.2 concurrent functions, a brief update on timing was **received**.

12.2 Minute 2392/10 Powers of Competence will be on the June 2012 agenda.

13. **Report from the PCSO and Police Issues.**

Crime statistics were **received**.

14. **Draft Minutes of Meetings since Previous Parish Council Meetings.**

**Noted and received.**

14.1 Environment Committee meeting 4<sup>th</sup> April 2012.

14.2 Environment Committee meeting 16<sup>th</sup> April 2012.

14.3 Estates Committee 17<sup>th</sup> April 2012, with a minor typing error amended.

15. **Finance.**

15.1 **Noted and received** payments made out of meeting 05.04.12 – 13.05.12. Appendix A.

15.2 **Noted and received** receipts for the period 28.03.12-08.05.12. Appendix B

15.3 Account balances as at 08.05.12 appendix B. An error in the information with a sum (VAT Adj £1199.85) included that related to the 2012/2013 End of Year was identified. **Noted** the Finance Committee agenda contained an explanation of the adjustment. **Action –Finance Committee to satisfy itself as to the adjustment.**

15.4 Members received the payments of accounts list and **noted** that the cheques would be signed after the meeting.

15.5 Concurrent functions. **Ratified** the signing off of the MBC expenditure report.

15.6 End of Year Audit, **noted** that the audit period was underway.

15.7 Cheque signatories mandate changes. It was proposed from the Chair and **agreed** that **“in order to take into account changes to the Council caused by the May 2012 elections the Cooperative Cheque Signing Mandate would be presented to all members for signature. There to be no change to the requirement that 2 signatures were required for cheques”**.

It was proposed from the Chair and **agreed** that **“in order to take into account changes to the Council caused by the May 2012 elections work was to be undertaken to amend all other account and investment mandates. There to be no change to the requirement**

**that 2 signatures were required for cheques or authorisations”.**

**16 Matters for Decision.**

16.1 KALC training dates for Councillors were **received** and **noted** Cllr Dengate would be attending training on 27th June 2012 at a cost of £60. **Action – office and Cllr Dengate.**

After discussion it was **agreed** that 4 Parish Councillor Guides would be purchased. **Action – office.**

**17 Reports from Borough and County Councillors.**

County Councillor gave a report on; the expenditure on winter maintenance and the resulting fall in complaints received by him; an update on spending cuts and the effects; the allocation of some of his devolved budget for work on Walderslade Woods Road.

Cllr Wendy Hinder’s written report on issues relating to the parish was **received** and she was congratulated on her re-election.

**18 Weaving Diamond Jubilee Orchard.**

A brief verbal update was given on progress. Cllrs Ivor Davies, Bob Hinder and Smith volunteered to judge the bunting competition and they were asked to attend the parish office on 23<sup>rd</sup> May to do so.

**19 Policies and Procedures Review.**

Standards Board for England PC Policy the Clerk’s suggestion that there be no change to the policy until the recommendations from MBC were received was **agreed.**

**20 Reports from councillors/office.**

20.1 Martin Peppers’ report on the Walderslade Village PACT meeting was **received.**

20.2 Martin Peppers’ report on the Maidstone Council meeting was **received.** Cllr Brooks’ verbal update on empty houses strategy of MBC was **noted.**

20.3 Report on Boxley Warren –Mike Phillips Mid Kent Downs Projects Officer, **received.**

As it was 9.30 pm the Chairman used his devolved power to extend the meeting for a further 30 minutes.

**21 Matters for Information.**

**Noted**

21.1 Parish Precept. Boxley PC is the 2<sup>nd</sup> lowest in Maidstone at £20.99 average Band D.

21.2 Rural News 115.

21.3 KALC Area Committee minutes.

21.4 E-training. The National Training Strategy for Town & Parish Councils, [www.ntselearning.co.uk](http://www.ntselearning.co.uk), has 2 x planning courses and also new councillor training.

21.5 Rural News 116.

21.6 Mid Kent Downs Bulletin May edition.

**22 Next Meeting.**

Monday 11<sup>th</sup> June 2012 at European School of Osteopathy, Styles Lane, Boxley at 7.30 pm.

In view of the confidential nature (financially sensitive) on the item about to be transacted, a resolution for the public and press be excluded from the meeting for the duration of or for part of the item was passed.

Cllr Spain having declared a pecuniary interest availed herself of the right to address members for 3 minutes and explained her interest in the land. She then left the meeting.

**23. Purchase of Land.**

After considering the information in the confidential report and discussion on the Council's wish to provide allotments members **agreed in principle to pursue the purchase of the land at Sandy Lane which was subject to an auction on 23<sup>rd</sup> May 2012.** Delegated power to progress this work was given to Cllr Vic Davies, Cllr Ivor Davies, Cllr Wendy Hinder and the Clerk. Permission was given to; explore jointly purchasing the land with any parties that expressed an interest (to ensure that a bidding war did not stop the opportunity to purchase the land); to incur costs for professional advice and representation.

Members **agreed** that the opportunity to purchase land in the area was rarely available and that they would consider paying above the valuation guidance. A report including recommendations for a limit to the bidding, obtained after a professional valuation and possible increase due to 'hope value', was to be supplied to all members for approval and this to happen prior to attendance at the auction. Land would be purchased under Local Government Act 1972, ss 124 and ss139.

Meeting closed at 10.00 p.m.

Signed as a correct record of the proceedings.

Chairman.....Date.....