

# BAPCHILD PARISH COUNCIL

## Minutes of the Annual General Meeting 8<sup>th</sup> May 2012

The Annual General Meeting of the Bapchild Parish Council was held at the Village Hall on Tuesday 8th May 2012 at 7.30p.m.

Present: Mr A Hudson (Chairman), Mrs C Culver, Mrs Kay Murphy, Mr R Bush and Mr G Cooke.

Apologies were received from Mrs L Trott (Vice Chair) and Mr S Taylor.

Election of Chairman It was proposed by Mrs Culver and seconded by Mr Cooke that Mr Hudson be re-elected Chairman for the ensuing year. This was agreed.

Election of Vice Chairman It was proposed by Mr Hudson and seconded by Mrs Murphy that Mrs Trott be re-elected Vice-Chairman for the ensuing year. This was agreed.

Minutes of the meeting held on 27th March 2012 previously distributed with the agenda were signed as a true record.

Bapchild Parish Councils Risk Assessment 2012. The Clerk referred to the Risk Assessment 2012 paper circulated with the agenda. Members considered this paper and after discussion agreed it.

Bapchild Parish Councils Statement of Internal Control 2012 The Clerk referred to the Statement of Internal Control 2012 paper circulated with the agenda. Members considered this paper and after discussion agreed it.

Bapchild Parish Councils Review of Internal Audit 2012 The Clerk referred to the Review of Internal Audit 2012 paper circulated with the agenda. Members considered this paper and after discussion agreed it.

Bapchild Parish Councils Annual Accounts 2012 The Clerk referred to the Annual Accounts 2012 circulated with the agenda. Members considered the accounts and after discussion agreed them.

### Matters arising from previous minutes:

Block Paving outside village hall – repair and tree surgery. The Clerk reported that he had sent a letter to Redshed, the successful tenderer, ordering the work to be done.

Maintenance of the footpath between Doubleday Drive and Morris Court Close. Mrs Culver reported that she had had no response from the Contracts Performance Officer, Swale Borough Council in this matter.

Kent County Council Tree replacement policy, paved areas. The Clerk reported on email correspondence regarding this matter. KCC had confirmed its policy that trees would not be replaced in paved areas and where trees were dead they would be cut down to a stump of no more than three foot.

Mr Bush stated that when the estate first had planning permission to be built it was a planning condition that the tree landscaping scheme be implemented and these trees were subject to this planning condition. Mrs Culver stated that Swale Borough Council were responsible for the maintenance of these trees and they should have maintained them properly and replace them where necessary. Mr Hudson stated that the tree in Doubleday Drive that had died had probably died of lack of water and it was probably not advisable to replace it as a replacement tree would suffer similar difficulties.

It was agreed to raise these issues with the Authorities.

Bus Stop No Waiting Areas. The Chairman reported on his involvement with this issue. He reminded Members that KCC were creating 19 metre no waiting zones by each bus stop in The Street. This was the case all along the A2. He had spoken to a number of residents effected by this policy and had tried to effect a compromise. The matter would now be discussed at the next meeting of the Joint Transport Board

Junction signs, junction of Wihfred Road and Ashtead Drive and Doubleday Drive and Wihfred Road. The Clerk reported that KCC had agreed to re-mark these junctions. This was noted.

Provision of Dog tethering posts by Dog Waste Bins. Mrs Murphy reported that there was a tethering location on the dog waste bins themselves which because they were painted the same colour had not been obvious. This was noted and it was agreed to mention this in the Parish Newsletter.

Energy Charges – footway lighting. The Clerk reported that he had contacted the energy supplier and had been informed that a change in lighting times from all night to dusk to midnight would save approximately 50% of the energy charged, currently £1828 pa. However, Members noted a number of concerns: 1. Would the Parish Council be able to pick and choose which lights could be on all night whereas others could be cut off at midnight? 2. Would this affect the Parish Councils MPAN accounts, so increasing the standing charges sums paid by the Parish Council. 3. Would the lights illuminating the road humps in School Lane have to be illuminated all night? Because of these issues and the current discussion other Parish Councils are having in this regard, Members agreed a cautious approach to any change.

#### Planning Matters:

Applications:

East Hall Farm - "Close to Boundary" application – removal of condition 7 of planning permission SW/10/0904 requiring details of surface water drainage, to include SUDS system and management regime. This was noted

Bapchild & Tonge Church of England Primary School – resubmission of previously agreed application now time expired. It was agreed to comment that in the opinion of the Parish Council this development should not be delayed as the current pre-fabricated classrooms caused a lack of amenity in loosing play ground area.

Planning Decisions by Planning Authority:

None to report.

Planning – Other matters:

Swale Borough Council – Core Strategy, "Bearing Fruits". The Chairman reported that he had looked very carefully at the various matters effecting Bapchild previously discussed by Members and had been ably assisted by other Members. This had proved a very time-consuming process and much research had taken place to inform the response. The draft response was almost ready for critical reading and he asked that Members advise him of any matters that could improve it.

#### Accounts:

*Bank Reconciliation:* The Clerk tabled a bank reconciliation together with the bank statement dated 31<sup>st</sup> March 2012. Members considered and noted these papers.

<i>Cheques to draw:</i> It was agreed to draw the following cheques:		
100422	Kent Association of Parish Councils – Annual Membership	£376.32
100423	Broker Network Ltd – Annual Insurance Premium	£433.33

Correspondence – It was agreed to note the following correspondence:

Kent Assn. Of Parish Councils –  
 Minutes of meeting 5/3/12  
 Parish News- issue 360 April 2012  
 South East Water – Restrictions on water use  
 KCC – Parish Council Legal Scheme  
 The Local Government Boundary Commission – Electoral Review of Swale: Draft  
 Recommendations  
 CPRE– Countryside Voice – Spring 2012

Any other Business:

Mr Cooke reported that he had been unable to attend the last meeting of the Village Hall Committee but he had informed this committee of the impending tree surgery and block paving repairs.

Regarding the signpost provision request, Mr Cooke reported that he had informed the Village Hall Committee of the Parish Council's decision that the cost would be prohibitive. The Village Hall Committee had requested that the Parish Council look into whether the Parish Council could provide its own sign. Members noted that KCC required all street furniture to be of a standard and design and application costs were prohibitive.

Mr Cooke reported that the road surface close to the Church was becoming very worn. It was noted that his matter had been previously reported to KCC. The Clerk was asked to follow this matter up.

Mrs Culver asked that the matter of weed control be reported in the Parish Magazine. Because of budget restrictions, this had previously been contracted by Swale Borough Council but this was no longer the case. Members suggested that it would be nice if parishioners looked after outside their own property and tidied were necessary as some property owners did already.

Mrs Murphy referred to the grant sums available to the Parish Council through the KCC. This was noted.

The date of the next meeting was set for Tuesday 11th September 2012 at 19.30hrs.

There being no further business the Chairman closed the meeting at 21.04hrs.

Chairman

Date