

Minutes of
BRIDGE PARISH COUNCIL PARISH COUNCIL MEETING

Minutes of the meeting held on Thursday 14 May 2015 in Bridge Village Hall

- Present;** Cllrs Hodges (Chairman), A Atkinson, R Atkinson, Corfield, Moon, Fawke, Dhillon, Brooks, CCC Cllr Cook and KCC Cllr Northey
- 1/15-16** **Election of Chairman and Vice Chairman** – Cllr Atkinson was nominated as Chairman by Cllr Moon seconded by Cllr Dhillon and duly elected. Cllr Fawke was nominated as Vice Chairman by Cllr Moon, seconded by Cllr Brooks and duly elected.
- 2/15-16** **Briefing of new councillors.** The Clerk briefed Councillors on procedures and their new responsibilities.
- 3/15-16** **Areas of Responsibility to Committees and Outside Bodies**
Councillors' new responsibilities were agreed, see attached list.
- 4/15-16** **Apologies for absence;** Cllr Michael Northey
- 5/15-16** There were no Declarations of Interest & Lobbying and written Declarations of Disclosable Pecuniary Interests on agenda items._
- 6/15-16** The minutes of the Parish Council meetings held on 9 April 2015 were confirmed as a true record and signed by the Chairman.
- 7/15-16** **Matters arising;**
- 146/14-15: The 2014-2015 accounts have been circulated to all Councillors as requested at the last meeting.
 - 147/14-15: Gully cleaning has been completed or is scheduled for completion by 28 May 2015.
 - 149/14-15 The Clerk has written to Mark Esdale and procedures will soon be in place online for booking the pavilion. One volunteer had been found for the flooding research project.
 - 151/14-15 Serco have been informed twice of the dog bin request. This will need to be followed up. **ACTION: CLERK**
 - 155/14-15 Cllr Atkinson will take soundings from Councillors and discuss working hours with the Clerk. **ACTION: Cllr Atkinson**
- 8/15-16** **Written report from PCSO Williams**
This report covers the period 14/04/15 -13 /05/15. There has been (7) **crime report incidents** regarding 3 Assaults, 1 Harassment, 1 Attempt theft of sheep from a field and 2 Non-Crime Adult/ Child Protection incidents.

Police Related Incidents

Calls were made to the police in relation to a stolen car and a suspicious male with a set of Nun Chucks in the High Street, Bridge A police search of the suspect was negative. 1 disturbance/concern call to property, 1 Lost money (large amount) dropped possibly on the way back from an ATM, 1 minor road traffic incident, 1 male showing threatening behaviour, 1 attempted suicide, concern for welfare for animals, (RSPCA dealing with this) and 3 foreign females seen walking near A2 possibly illegal immigrants.

9/15-16

Report from CCC Cllr Simon Cook;

Cllr Cook thanked all who had congratulated him on his re-election as Councillor for Nailbourne and also for becoming the Leader of the City Council. He commented on the lack of CCC activity in the period leading up to May 7 and outlined the forthcoming dates for meetings of the City Council. He reaffirmed his election commitment to table a motion to the new City Council in July reversing the decision taken by the previous Executive with regard to the future of the Mill Centre. The planned reforms of Concurrent Function funding are likely to be implemented by the new administration

10/15-16

Report from KCC Cllr Michael Northey;

Cllr Northey's report was read out in his absence. It stated that there had been no activity in County Hall during the election period. The first full council meeting will take place on 24 May 2015. He will provide feedback at the next meeting of the Parish Council.

11/15-16

Disposal of business from the last meeting

a.

Recreation Ground

The clerk reported that the Recreation Ground maintenance book would be forwarded to the new Recreation Ground committee and that the current contractor for the mowing of the Recreation Ground had requested heavy duty rolling of the grass due to the uneven surface. The Clerk will gather quotations for this work. Cllr Hodges reported on recent voluntary activities on the Recreation Ground and thanked the Girl Guides for their help with the Wild Flower Project. It was noted that the landowner has taken appropriate landlord actions with regard to illegal access to the Recreation Ground from certain properties on the boundary. The clerk was asked to inform the landlord of current concerns about this matter.

ACTION: Clerk

b.

Annual Parish Meeting- Expenses only will be paid to the main speaker from the CPRE. In future, speakers should be engaged with a fee as well as expenses if it was felt that expenses alone may not be sufficient payment.

c.

Nailbourne River Management- Cllr Atkinson stated that the river now poses no threat to the village this season even though there are some emerging issues elsewhere along the course of the river. CCC will decide on the eventual removal of the floodgates in Brewery Lane. This is unlikely to be before June at the earliest.

d.

Neighbourhood Plan- Joe Connor explained that good progress is being made with the revision of the plan. It should be completed by the end of May and the plan then submitted to CCC.

e.

Emergency Committee-The current version of the plan is now with Andy Jeffries at CCC who will contact the Emergency Planning Committee again.

12/15-16

Reports from representatives to outside bodies.

Minutes of the relevant meetings (KALC and the CCC standards Committee) had been circulated prior to the meeting. It was decided that there were no further questions or issues to discuss. Cllr Moon will attend the KALC AGM on 21 July 2015.

13/15-16

Matters for Discussion and Action

- a. **To review the process for co-opting another councillor.** The Clerk outlined the procedure for co-opting a councillor to fill the one vacant place. It was decided to advertise the vacancy as widely as possible, invite written applications by 1 June and to decide on the co-option at an extraordinary closed meeting of the Parish Council on Thursday 4 June at 7.00 p.m. The outcome will be communicated to candidates by the Clerk and the newly co-opted councillor will be invited to take up his/her place at the meeting on 11 June 2015.

- b. **To sign the audited parish accounts for 2014-2015 and consider the internal auditor's comments.** The Clerk reminded councillors of the previously circulated Internal Auditor's report and of the need to sign off the Parish Accounts for 2014-2015 now that the internal auditor has signed section 4 of the annual return. Cllr Hodges agreed to sign on behalf of the Council.
- c. **The future of the Mill Centre.** The Mill Centre management committee will meet on Monday 18 May. The election outcome in Canterbury may well have changed the prospects for the Mill Centre-though the Committee is clear that it cannot afford to buy the building if that is still what is required.
- d. **Bridge participation in the Elham Valley Walkers are Welcome festival and footpath publication.** The Clerk informed the council of the request received from Chris Jelly of Elham. The Clerk will approach Tony Walder and Ann Edmonds to see if they would be interested in taking this initiative forward. **ACTION: Clerk**
- e. **Insurance renewal.** Councillors considered three quotations from three insurers. After considering the premium comparison provided, it was decided to opt for a three year agreement with Came and Co. The necessary paperwork was completed to ensure coverage after 1 June 2015.
- f. **Future developments of the refurbished pavilion.** Cllr Hodges informed the meeting of the need to refurbish the toilets and the kitchen area. It was decided to invite quotations for this work, to be presented at the next meeting. Mervyn Gulvin, who sits on the BVST committee, agreed to undertake this task.
- g. **KALC training for new councillors.** The Clerk alerted councillors to the provision of training for new councillors through KALC. Full detail are to be found at <http://www.kentalc.gov.uk/page-1171358>. 6 spaces have been reserved for the induction to new councillors training on 6 August at Canterbury College. If councillors wish to attend other sessions they should let the Clerk know.
- h. **Skateboard park request.** It was decided to pursue an offer made by Bekesbourne Parish Council to run a jointly funded skateboarding day-date and time as yet to be arranged. The Parish Council was keen for the event to take place in Bridge if possible.
- i. **Proposed publicity about the new Council.** Cllr Corfield's suggestion that the new council should publicise its membership and work through a colour edition of the parish newsletter costing approximately £70, if delivered by councillors was agreed. He was also encouraged to develop a strategy for communication using email and social media, reporting back at the next meeting. **ACTION: Cllr Corfield**
- j. Members noted the report from CCC (circulated prior to the meeting) concerning the future of Concurrent Function Funding.
- k. **Local Warden Support Officer.** Members agreed to express an interest in taking part in the forthcoming pilot scheme. **ACTION: Clerk**

14/15-16 **The Correspondence** list was noted.

15/15-16 **The following receipt was noted:**
£60 from Cathedral Fitness Ltd (Rec Ground Hire May-Sept 2015)

16/15-16 **The following transfer was noted:**
£4,000 from the interest bearing account to the current account of Bridge Parish Council.

17/15-16 The following items were authorised for payment:

Payee	Amount	Purpose
Philip Wicker– Clerk	£666.67	Clerk’s salary and allowances for April 2015
Philip Wicker -Clerk	£22.99	Printer cartridge
Insurance Company (Came and Co-Broker Network Ltd)	£1,626.98	Insurance for 2015-2016-due from 1 June 2015
KCPFA	£20	Subs for Kent County Playing Fields Association
Ian Sargent	£160.00	Recreation ground maintenance March 2015
Cllr Wortham	£34.95	Expenses for Emergency Committee
Mervyn Gulvin	£108.72	Photocopying Aug 14- April 15
Cllr Hodges	£32.34	Chairman’s Allowance (AGM)
Ian Sargent	£180	Recreation ground maintenance April 2015
Kevin Funnell	£75	Internal audit and completion of section 4 of annual return.

18/15-16 Any other business

Cllr Corfield relayed thanks from former Cllr Ward for the assistance offered by villagers at the litter pick on 18 April 2015.

Councillors were reminded that unauthorised posters appearing on lamp posts and fences should be removed.

The meeting closed at 9.50 p.m.

The next meeting of Bridge Parish Council will be on Thursday 11 June 2015 at 7.30 pm in Bridge Village Hall.

RESPONSIBILITY	COUNCILLOR/S
ACRA (Alliance of Canterbury Residents’ Association)	Cllr Fawke
Allotment Association	Cllr R Atkinson
Art in Bridge	Cllr Corfield
Bridge in Bloom	Cllrs R Atkinson and Brooks
Bridge Primary School Liaison	Cllrs Hodges and Brooks
Bridge Village Sports Trust	Cllr Brooks
Christmas trees coordination	Mr Mark Esdale
Emergency Planning Committee	Cllrs Fawke, Moon, A Atkinson and Dhillon
Environment – Footpaths	Mr Tony Walder
Environment – PROW Warden	Mr Tony Walder
Environment -Tree Warden	<i>Planning Committee to decide</i>
Finance Committee	<i>All Parish Councillors</i>
Financial Controls/monthly oversight	Cllr A Atkinson
Flood Warden	<i>Emergency Planning Committee</i>
Kent Assoc of Local Councils – Canterbury	Cllrs Hodges, Moon and A Atkinson
Litter Picking Co-ordination	Cllr R Atkinson
Mill Centre Management Committee	Cllrs Brooks and Dhillon
Little Stour & Nailbourne River Man Group	Cllr A Atkinson
Neighbourhood Plan Committee	Cllrs Hodges, R Atkinson and Fawke
Newsletter Editor	Cllr Corfield
Planning Committee	Cllrs Corfield, Fawke and Moon (Chair)

Police Liaison	Cllr Moon
Recreation Ground Committee	Cllrs Hodges, Brooks, R Atkinson, Dhillon and Moon
Rural Area Member Panel Meetings	Cllr Fawke
SCA (South Canterbury Alliance)	Cllr Fawke
Snow Clearance Co-ordination	<i>Emergency Planning Committee</i>
Speedwatch Co-ordination	Cllrs Fawke and Dhillon
Village Hall Management Committee	Cllr Moon
Village Website	Cllr Corfield and Mark Esdale
Welcome pack	Cllr R Atkinson
Wild Flower Project	Cllr Hodges