**GRAVENEY with GOODNESTONE PARISH COUNCIL**

**Minutes of**

**Ordinary meeting held at Graveney Village Hall, Sandbanks Lane, Graveney**

**on Monday 15th January 2024 at 7:00pm.**

Present:

Cllr Mike Newman, Cllr Teresa Bowles, Cllr Alan Stewart, Cllr Tom King, Cllr Lesley Lound, Cllr Rich Lehmann (KCC & SBC), representative for PC Morris, Footpath Warden and The Parish Clerk.

1. **Apologies for Absence –** Received from Cllr Clare Boggia, Cllr Catherine Wilkinson and Cllr Alistair Gould (SBC).
2. **Declarations of Interests. Nil**
3. **K&S Services.**Not present.

**Action 167: Clerk to speak to Cllr Clare Boggia regarding attendance at the March meeting.**

1. **Kent Police Beat Officer – Crime Report/NHW Update.**Apologies were received from PC Gary Morris as was not able to attend the meeting however, an update was given to the Parish Clerk by PC Gary Morris’ representative.
A Police Surgery will be held on Tuesday 20th February between 13:00hrs and 15:00hrs at Painters Forstal Community Hall, Painters Forstal Road.
There have been no reports of burglary, theft of a motor vehicle, theft from a motor vehicle or assault in December. There was one report of criminal damage to a vehicle at the Four Horseshoes park which is presently still being investigated.
A call was received on 13th January 2024 reporting a nuisance motorcycle on land adjacent to Seasalter Road, a patrol was despatched to the location but the vehicle was not located.
Cllr Teresa Bowles that the motorcycle is often causing a nuisance between 11am and 12.30pm on Saturdays.
Cllr Mike Newman noted that in the evenings there are often groups of transit vans on Brenley Corner and they are often still there late at night. The fly tipping issue in the area was also noted.
2. **Footpath Warden – Update.**The footpath warden informed the parish council that Network Rail had emailed regarding the access to railway crossing and a site visit took place. A new stile has now been placed on the Southbank side and long-term improvements to right of way have been negotiated.
3. **Cleve Hill Solar Park development update.**A meeting was held prior to the parish meeting, and it was agreed that all conditions need to be monitored. Cllr Alan Stewart confirmed a letter had been sent to Helen Whately from GREAT echoing the concerns of all other groups and parishioners. An email was then received from the PA to confirm they would into this over the Christmas period however, to date a response has not yet been received.
Mr Allwood is no longer with Swale however, Mr Burns has taken his place. Emma Wiggins is now looking at the objections raised.
Due to the complexity it will be put forward to the Planning Committee. The Faversham Society have pushed for another expert to be appointed. No deadline has been given by Swale borough council.
A meeting has been planned to take place with Emma Wiggins and Andrew on 22nd January 2024.
The HSE should be taking a leading role. The Parish council will now await feedback on the 22nd January 2024.
4. **Skylark – Update.**Cllr Alan Stewart wrote to Alice Reeves and Simon who has now left but has been replaced by Richard requesting an update on regulations, no response has been received to date.
If approved it is likely to go to the planning committee. More information will be provided at the February meeting.
5. **To approve the minutes of the meeting held on Monday 11th December 2023.**The December minutes were approved and signed by Cllr Mike Newman on the condition that item 151 was corrected to remove the word not prior to discharged as noted by Cllr Alan Stewart.
6. **Matters arising (for information only)**All Actions were confirmed as completed and action 160 was no longer required.
7. **Highway Improvement Plan – Update.**To be updated at the next parish council meeting with Cllr Clare Boggia.
8. **Correspondence.**Cllr Alan Stewart highlighted the KALC events email in case anyone would like training.
9. **Finance** a. Financial Statement and bank reconciliation – Approved and signed by Cllr Mike Newman.
 b. Payments:
 i. SSE Footway Lighting for January (for info only – paid by DD)
 ii. Clerk Salary payment (for info only – paid by D/D)
 c. The Budget/Precept Set – to include Footpath Allowance, Clerk Office Allowance increase and the Village Hall Financial Assistance.
Cllr Alan Stewart, Cllr Catherine Wilkinson and The Parish Clerk held a meeting on Sunday 14th January 2024 to propose a budget to put forward to the parish council which was discussed as per below:
10. Clerk’s salary

It was proposed that this should be budgeted to allow for an expected 5% uplift as proposed by KALC from £4125 to £5,000 per annum.

1. Office rental

It was proposed that this should now increase from £300 to £360 as the budget has been set at £300 for many years and the cost of running home office is more expensive now.

1. Office expenses

It was proposed that this would remain the same as previous year at £100 as office expenses have reduced in previous years but aware that there will be some expense in 2024 to 2025 as stationary will be required.

1. Travel expenses

It was agreed to keep the budget at £75 to allow for any travel to training meetings.

1. Lighting energy

To remain at £700 for the year as current costing patterns are below that figure.

1. Lighting maintenance contract

Proposed to reduce to £550 which will give a 10% uplift based on current year spend.

1. Lighting maintenance repairs

This was discussed and it was felt that this budget should be reduced from £1,000 to £500 as the lights have now all been replaced and so the expected expenditure is minimal.

1. Newsletter

Cllr Catherine Wilkinson confirmed that a normal Newsletter run will be done four times per year which should come in at an approximate cost of £1,000. The budget was proposed to be set as £1,000.

1. Subscriptions

Action within the Communities is sadly no longer running and so the only subscriptions currently running are for KALC and CPRE. It was proposed that the budget be lowered from £350 to £250 due to the loss of Action within the Communities.

1. Training

It was suggested that the training budget remain at £350 for the year to offer a healthy training budget.

1. Audit

The audit figure has increased annually, so it was proposed that this should show a slight uplift of 4% to a total budget of £400.

1. Insurance

The insurance figure was due to arrive shortly. A budget figure of £800 to offer a 8% increase was proposed to allow for an increase of costs in line with inflation.

1. Website

It was proposed that the budget for the Website be reduced from £400 to £225 as training was not required in 2023 as the Website and support from the Chairman has reduced costs.

1. Village Hall Hire

It was agreed to discuss this further at the meeting however, it was proposed that an increase of £14 per hour be suggested for Village Hall Hire giving a budget of £420 plus a proposed contribution for running costs of £580 giving a total budget overall of £1,000. It was also proposed that the title be changed from Village Hall Hire to Village Hall.

1. S137

A proposal of £120 was given as £10.81 per elector was sufficient as not aware of any future expenditure.

1. Chair’s Allowance

Although not claimed in previous and current years, it was proposed to retain this as a nominal amount of £100.

1. Repairs and renewals

This was discussed and it was felt that it would be unlikely that there would be a need for major expenditure. Therefore, it was proposed that this figure remains the same as the current year at £500 to allow for the purchase of noticeboards and Bus shelter.

1. Miscellaneous

As there was not any knowledge of expected large expenditure it was proposed that a budget of £500 be put in place to incorporate the Footpath Warden expenses.

1. Election expenses

No budget was entered as not applicable this year.

1. Highway Improvement Plan

A budget of £500 proposed as there has not been any expense to date, and surplus is available that has been budgeted but unused in previous years. To be discussed further at the parish meeting.

It was agreed to present this budget for discussion and approval at the parish council meeting of 15th January 2024.

1. **Precept**

The proposed figures for the 24/25 budget give a total of £13,020, generally in line with budgets for previous years. This would give a precept of £12,555. On an assumed Tax Base of 67.722099 for a Band D property.

It was proposed to change miscellaneous from £500 to a budget of £1,000 as historical date shows that the parish council always exceed the budget figure in this category.

**Action 176a: Clerk to contact the Village Hall regarding the offer of £1,000 for the year as a contribution towards running costs.**

1. **Planning – Nil.**Cllr Alan Stewart informed the parish council that the lights at the crematorium have now been reported. Cllr Rich Lehmann (SBC & KCC) has not been involved to date.
2. **Graveney & Goodnestone Trust.**

Cllr Alan Stewart that there were presently no updates, and the next meeting is due to be held in March 2024.

1. **Reports Parish Councillors.**Cllr Mike Newman proposed that Homestall Lane be changed to become a cul-de-sac and will campaign due to plans for Brenley Corner.
Cllr Lesley Lound had nothing to report.
Cllr Tom King informed the Parish council that the planter at the Village sign was looking tired and believes that it needs replacing as unrepairable.
The second entrance at Ewell Farm is causing some confusion. Cllr Teresa Bowles confirmed that the entrance is now double the original width.
Cllr Alan Stewart has reported many potholes through the Village however, no action has been taken to date. Gary Gibbs came to review; however, it was difficult to access ass the potholes were full of water at that time. Cllr Teresa Bowles will also report.
Cllr Mike Newman also gave thanks to Cllr Rich Lehmann (KCC & SBC) for all his assistance with Brenley Corner.
Cllr Teresa Bowles noted that the mirror on the bridge had been broken around 10 days ago and was laying in the entrance to the wood track.
A Speed watch meeting will be set up during the last week of January.
Cllr Clare Boggia emailed a lady at KCC requesting a cost for renewing the 30mph signs as the cost will need to be covered by the parish council.
Cllr Teresa Bowles also mentioned the Tree Planting Scheme. Cllr Rich Lehmann (KCC & SBC) informed the parish council that this scheme will no longer be taking place as Swale no longer have the funds to pursue this.

**Action 179a: Clerk to add Village Planter to March Agenda.
Action 179b: Clerk to type budget meeting minutes for approval at next Parish Meeting.**
2. **Reports for Borough and District Councillors (if present).**Apologies were received from Cllr Alastair Gould (SBC) who sent a report to the parish clerk which was shared with the council. It was noted that the revised enforcement policy would be going to the Policy and Transportation working group on 25th January 2024. The policy will be published with the agenda in the coming week and focuses on making the constraints and law around enforcement clearer. The Cleve Hill Battery Safety Management planners have been asked formally to join this meeting.
Cllr Rich Lehmann (KCC & SBC) informed the parish council of the Local Flood Risk Management consultation which closes on 30th January 2024.
KCC are also running an ownership responsibility of 8 windmills across Swale as no longer wish to maintain.
The Swale Corporate plan is open until 25th January 2024.
The Cleve Hill Battery Storage Management plan will go to the Planning Committee which is believed to take place in March 2024.

1. **Any other business**The Footpath warden highlighted a need for a map sign on the All Saints Church board and also requested that Headhill Road be cut back further.

**Action 181a: Clerk to email Cllr Clare Boggia re maps for the noticeboard at All Saints Church.
Action 181b: Cllr Teresa Bowles to contact Mr Attwood re cutting back hedging at Headhill Road.**
2. **Date of next meeting – Monday 11th March 2024 at 7.00pm.**
3. **Close of meeting.**

Meeting was closed by Cllr Mike Newman at 8.56pm.

Signed:……………………………………………….Date……………………