**GRAVENEY with GOODNESTONE PARISH COUNCIL**

**MINUTES of PARISH COUNCIL MEETING HELD AT GRAVENEY VILLAGE HALL**

**On Monday 12th May 2025 at 7:00pm.**

**PRESENT**

Cllrs Alan Stewart acting as Chairman, Catherine Wilkinson, Teresa Bowles, Clare Boggia, Parish Clerk, Footpath Warden and one member of the public.

1. **Apologies for Absence.**Received from the Chairman, Cllr Mike Newman, Cllr Lesley Lound and Cllr Tom King.   
     
   Absent: Cllr Alastair Gould (SBC) and Cllr Rich Lehmann (KCC & SBC).
2. **Declarations of Interests.**No declarations.
3. **Appointment of Chairman.**Cllr Alan Stewart informed the parish council that Cllr Mike Newman is happy to stand as Chairman for another year if required. Cllr Alan Stewart proposed Cllr Mike Newman and Chairman which was seconded by Cllr Clare Boggia. The parish council unanimously agreed.  
     
   **Action 3: Clerk to prepare declaration of office paperwork for Chairman to sign at the June parish meeting.**
4. **Appointment of Vice Chairman.**Cllr Alan Stewart offered to stand as Vice Chairman for another year. Cllr Catherine Wilkinson proposed which was seconded by Cllr Teresa Bowles. The parish council unanimously agreed.
5. **Kent Police Beat Officer – Crime Report/NHW Update.**Surgery times and dates are yet to be released.  
   There was one report of anti-social behaviour on 10th April consisting of vehicles parked at the Village Hall smoking drugs. Cllr Alan Stewart also reported this incident to Colin at the Village Hall.
6. **Cleve Hill Solar Park Development update.**

Cllr Mike Newman informed the parish clerk and Cllr Alan Stewart prior to the meeting that he has still not heard from Grantscape and has written directly to Matt Young asking for an update on progress towards the formation of the Advisory Panel and the next steps.  
Cllr Alan Stewart noted there were mixed messages at the public meeting and residents were not satisfied with the Emergency Response Planning.  
Cllr Alan Stewart suggested that we contact Kent Fire Rescue to arrange a meeting.  
The Community Benefit Fund of £500k will be transferred in its entirety. More details should be released soon.  
An advisory panel will be formed by asking for volunteers. It was confirmed that two parish councillors could be on the panel alongside four or five other people.  
Swale Borough Council are still being pressured to ensure safety in relation to the containers arriving and have been asked to inform the parish council once they are satisfied with the emergency response plan once it has been generated as Swale Borough Council do not have an input into the emergency plan.  
The advisory panel needs two councillors to represent the parish council and it was agreed that Cllr Clare Boggia and Cllr Teresa Bowles would be the councillors to represent the parish council as part of the Community Benefit Trust. Cllr Alan Stewart will ask Cllr Mike Newman to notify Matt of the parish councils elected councillors with thanks given to Cllr Clare Boggia and Cllr Teresa Bowles.

1. **Skylark - Update.**Cllr Alan Stewart informed the parish council that he had heard back from the case officer at SBC, Joanna. An appeal has been submitted relating to the Seasalter Road refusal however, still awaiting the official notification from the planning inspectorate. The parish council will need to make representations relating to the appeal. If the appeal is conducted as a Hearing the parish council could question witnesses and be more involved. The parish council agreed that Alison Eardley would be contacted to act as a consultant if required.   
   The case officer of the Head Hill Road scheme confirmed that a planning decision should be issued in the next few days.
2. **To approve the minutes of the AGM meeting held on Monday 14th April 2025 and Monthly Parish meeting held Monday 14th April 2025.**Cllr Alan Stewart proposed the minutes which were unanimously agreed to be a true representation of the meetings and were signed by Cllr Alan Stewart.
3. **Community Resilience Plan.**Carried over to the next meeting. Cllr Mike Newman is aware that this needs to be discussed further with Cllr Tom King and Cllr Teresa Bowles.
4. **Website Update.**Cllr Mike Newman informed the parish clerk and Cllr Alan Stewart prior to the parish meeting that he has notes on this however, is yet to meet with Cllr Catherine Wilkinson to discuss further. Cllr Catherine Wilkinson confirmed that a newsletter is due shortly.  
     
   **Action 10: Clerk to add Website update to June agenda.**
5. **Gateway Funding.**Cllr Clare Boggia is awaiting confirmed costs.  
     
   **Action 11: Clerk to add Gateway funding to June agenda.**
6. **Citizens Advice Letter.**A letter was received from Citizen Advice requesting a donation which was shared with the parish council. The parish council agreed to make the usual donation of £50.  
     
   **Action 12: Clerk to add Citizens Advice donation of £50 and Kent Air Ambulance Donation of £50 to June agenda.**

1. **New Bank Account.**Cllr Mike Newman was not present so will be discussed at the June meeting.  
     
   **Action 13: Clerk to add new bank account to June agenda.**
2. **Policy Review.  
   a, Complaints Policy.  
   b, Data Protection & Privacy Notice.  
   c, Disciplinary Policy.  
   d, Document Retention Policy.  
   e, Equal Opportunities Policy.  
   f, Financial Regulations Policy.  
   g, Grant and Donation Policy.  
   h, Grievance Policy.  
   i, Media and Social Media Policy.  
   j, Rick Assessment Policy.  
   k, Standing Orders Policy.  
   l, Terms of Reference Policy.**All policies were reviewed by the parish council and it was agreed that the policies were suitable aside from the Equal Opportunities Policy which would need to be researched further. It was proposed to adopt the polices by Cllr Alan Stewart which was unanimously agreed by the parish council.  
   Cllr Alan Stewart also noted that it could be desirable to draft a Reserves Policy and Biodiversity Policy.  
     
   **Action 14a: Clerk to upload 2025 Policies to the website.  
   Action 14b: Clerk to email KALC regarding the Equal Opportunities Policy to ensure compliant with the latest Supreme Court Ruling.  
   Action 14c: Clerk to add Equal Opportunities Policy to June agenda.  
   Action 14d: Clerk to add Reserves Policy and Biodiversity Policy to June agenda.**
3. **Matters arising (for information only).**Action 139c – Ongoing.  
   Action 202e – Cllr Clare Boggia confirmed that the Defibrillator would be delivered to Hilderbrands this week. North Electrics will be installing at the end of the week. There is an option to take out insurance for pads and batteries which would cost £99 plus VAT annually. The parish council unanimously agreed to take out this insurance and the insurers will then automatically send out replacement pads.  
   Action 52a – Ongoing.  
   Action 64b – Ongoing.  
   Action 170 – Ongoing.  
   Action 182c – Ongoing.  
   Action 186 – Complete.  
   Action 188c – Ongoing.  
   Action 190 – Ongoing – The parish clerk is chasing where the defibrillator stickers were sent to as not yet received. Cllr Clare Boggia can obtain stickers in the interim for £16.80 which the parish council agreed and approved this expense.  
   Action 200 – Complete.  
   Action 201 – Ongoing.  
   Action 204a – Complete.  
   Action 204b – Complete.  
   Action 204c – A response has been received from Cllr Rich Lehmann (KCC & SBC) that he has sent our enquiry to the Swale Borough Council Enforcement Officer.  
   Action 209 – Complete.  
     
   **Action 15a: Clerk to add defibrillator insurance at £99 plus VAT to the June agenda for payment.  
   Action 15b: Clerk to add Lawn Ranger Quote to the June agenda for payment to pay for a cut of the three Village Grass areas at £75 per cut and to action from end of May. Two quotes were received with the other quote being £400 from Rhyno. Cllr Clare Boggia proposed that the parish council appoint Lawn Ranger which was seconded by Cllr Alan Stewart.**
4. **Highway Improvement Plan – Update.**Cllr Clare Boggia confirmed the speed monitoring strips have been positioned. The lower the speed people go the more likely we are to get the requested speed limit reduction. It was agreed to place something on the Village Facebook page to highlight how we can assist to obtain our target.
5. **Correspondence.**16 items received.
6. **Finance.**a. Financial statement and bank reconciliation – approved and signed by Cllr Alan Stewart.  
   b. Payments.  
   i. SSE Footway Lighting May (for info only – paid by D/D)  
   ii. Clerk Salary – May Salary - £259.44 – Proposed by Cllr Alan Stewart and seconded by Cllr Catherine Wilkinson.  
   iii. HMRC – PAYE Payment for May £188.16 – Proposed by Cllr Alan Stewart and seconded by Cllr Catherine Wilkinson.  
   iv. Teresa Bowles expenses as agreed in April 2025 meeting - £16.96 – Proposed By Cllr Alan Stewart and seconded by Cllr Catherine Wilkinson.  
   v. Vision ICT – Invoice 20191 Email Hosting - £48 – Proposed by Cllr Alan Stewart and seconded by Cllr Catherine Wilkinson.  
   vi. Streetlights – Invoice 15284 Maintenance 1 of 4 - £159.26 – Proposed by Cllr Alan Stewart and seconded by Cllr Catherine Wilkinson.
7. **Planning.**Cllr Alan Stewart noted that the 4 Schools Terrace application had been approved.
8. **Graveney with Goodnestone Trust.**Cllr Alan Stewart reported that since the last meeting two applications had been received, one from the Church for funding of a new boiler and the School for grant aid to renew the play equipment. There is also an ongoing extension application for the Village Hall. The next meeting was confirmed to be on 29th May 2025.
9. **Reports from Parish Councillors.**Cllr Catherine Wilkinson – Nothing to report.  
   Cllr Teresa Bowles – Informed the parish council that a property in Goodnestone will be investigated further regarding car repair activities.  
   The weeds on the railway bridge are being reported to Network Rail as they are becoming overgrown.  
   The signs used for road closures are being placed in the hedges and it was also noted that cars are being parked on the grass opposite the Church. Also there are cones placed which were for Cleve Hill lorries outside Culmers Terrace however, these cones are still in place.  
   It was noted that someone has moved the bollard opposite Langdon Manor. The hedge is also overgrown beside the Sportsman Inn. Cllr Teresa Bowles will report this to the highways team.  
   Cllr Alan Stewart reported the cow parsley along Broom Street as it is overgrown and would be reported.  
   A resident reported a broken sign post on the junction of Sandbanks Lane. The Bus Shelter needs to be maintained and it was agreed that Cllr Alan Stewart would liaise with Cllr Tom King to obtain quotes to refurbish. There are funds within the precept which were allocated to this project.  
   Cllr Clare Boggia noted that the pub is currently unsightly and it was suggested that all the councillors have an informal discussion with the pub owners.
10. **Reports for Borough and District Councillors (if present).**  
    Not present.

1. **Any other business (for information only).**The Footpath Warden noted that the damage caused to the Goodnestone Lane road sign had been taken away by Kent Highways however, a new frame and sign was yet to be installed.
2. **Date of next meeting – Monday 9th June 2025.**
3. **Close of meeting.**The meeting was closed by Cllr Alan Stewart at 9.04pm.

**Signed………………………………………………………………….Date …………………………………..**