**GRAVENEY with GOODNESTONE PARISH COUNCIL**

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

**On Monday 9th June 2025 at 7:00pm.**

**PRESENT**

Cllrs Mike Newman, Alan Stewart, Teresa Bowles, Clare Boggia, Lesley Lound, Tom King, Parish Clerk and Footpath Warden.

1. **Apologies for Absence.**Received from Cllr Rich Lehmann (KCC & SBC).   
     
   Absent: Cllr Alastair Gould (SBC).
2. **Declarations of Interests.**No declarations.
3. **Kent Police Beat Officer – Crime Report/NHW Update.**The next surgery will be held on Thursday 12th June 2025 between 3pm and 4pm in the Hernhill Village Hall.   
   No crimes were reported.  
     
   **Action 28: Clerk to contact PC Tancock to request if there are any reports relating to a known incident on 24th May at Coney Banks in Broom Street.**

1. **Graveney Church - Update.**Apologies were received from Catherine.  
   Cllr Teresa Bowles confirmed that the new boiler had now been installed.
2. **Chairman Declaration of Office.**The declaration of office was signed by Cllr Mike Newman and witnessed by the parish clerk and parish council.
3. **Cleve Hill Solar Park Development update.**

A meeting had been held with Cleve Hill. Road sweeping and verge damage is still of concern. A meeting is scheduled on 26th June 2025 to begin the discussions regarding the structure of the community benefits group. Cllr Clare Boggia and Cllr Teresa Bowles will represent the parish council.   
The emergency response plan continues to be a concern to all.  
Cllr Alan Stewart noted that the House of Chambers held a meeting regarding lack of controls and John Mill tendered the motion over the lack of a coordinated approach to the loss of farm land, emergency services access and rural sites.  
Technology is running ahead of Statutory Controls and causing a lack of community involvement and profit is not being dispersed back within the community. The government response was that systems are in place.

1. **Skylark - Update.**Cllr Alan Stewart informed the parish council that the land adjoining Horseshoes Park had been refused by Swale Borough Council on 15th May 2025 due to loss of Grade 1 land and the location of the site. A lack of sustainability was highlighted as most would need to use cars to access the site.   
   The land at Seasalter Road was refused and this was appealed however, no details have yet been received from the Case Officer. Anyone that has objected should receive notification. The appeal is controlled by the national planning inspectorate.
2. **To approve the minutes of the Monthly Parish Council meeting held Monday 12th May 2025.**Cllr Alan Stewart proposed the minutes which were unanimously agreed to be a true representation of the meetings and were signed by Cllr Mike Newman.
3. **Community Resilience Plan.**Cllr Mike Newman circulated a document to all parish councillors that covers the type of incident and how the parish council communication should be portrayed. Cllr Mike Newman believes we should include more information. There is an extensive amount of information we could include and more thought is required. Cllr Mike Newman asked all councillors to read through the document and give their opinion and comments as to what would be best placed within this plan.  
   Cllr Mike Newman confirmed the Community Resilience Plan is a large project for the parish council to deal with alone. Cllr Mike Newman confirmed that he would be happy to undertake the task of putting the Community Resilience Plan together with further guidance and assistance from all parish councillors.  
     
   **Action 34: Clerk to contact Dunkirk Parish Council clerk and Hernhill Parish Council Clerk to state that our parish council are in the process of organising the Community Resilience Plan and would it be possible to perhaps join and work together and copy Cllr Mike Newman into the email.**
4. **Swale Borough Local Plan Review.**Cllr Alan Stewart noted that Swale have drafted a plan for Community Involvement which covers 8 different sectors. Cllr Alan Stewart informed the parish council that he believes it would be useful for all councillors to look at the sections and send their comments to the clerk to enable the clerk to complete the community plan documentation. It was agreed that the questions would be split as below:  
   Cllr Lesley Lound – Section 1 and 2.  
   Cllr Tom King – Section 3.  
   Cllr Catherine Wilkinson – Section 4.  
   Cllr Teresa Bowles – Section 5.  
   Cllr Clare Boggia – Section 6.  
   Cllr Alan Stewart – Section 7.

Cllr Mike Newman – Section 8.  
  
The submission deadline is 2nd July 2025.  
  
**Action 35: Clerk to circulate Community Involvement draft email to all Councillors.**

1. **Website Update.**Cllr Mike Newman circulated a document to all parish councillors. The website looks dated and could be improved. Some typos were noted alongside heading font needing improvement. There is also no search function within the website and generally not considered to be user friendly.  
   It was confirmed that some requirements may not be possible due to the domain used. Regulations were updated in 2018 of which the parish council needs to meet. There are no tags on the pages.  
   Some recommendations were made by Cllr Mike Newman with some being a higher priority than others. Cllr Mike Newman will speak with Cllr Catherine Wilkinson regarding the incorporation of the Newsletter.  
   It was agreed that more local information is also required to be displayed on the website.  
   Cllr Clare Boggia noted that it may be better to create a new website which Cllr Mike Newman agreed.   
   Cllr Mike Newman will draft a new website which would also be accessible via a mobile and will offer a presentation at the September meeting.  
     
   **Action 36a: Clerk to send Vision ICT manual to Cllr Mike Newman.  
   Action 36b: Clerk to ask Vision ICT when the parish council renewal is for the website and inform Cllr Mike Newman.  
   Action 36c: Clerk to add website update to September meeting.**
2. **Gateway Funding.**Cllr Clare Boggia informed the parish council that it was noted on the Highway Improvement Plan that one gateway would be funded. It was agreed that Cllr Clare Boggia could contact Swale Borough Council to ask if the parish council could contribute a figure of up to £1,000 towards a second gateway to enable two gateways to be installed together.

1. **New Bank Account.**Cllr Mike Newman has investigated numerous bank accounts. HSBC do not offer online banking with tripe authorisation. Lloyds Bank offer this service free of charge. Cllr Mike Newman will into this further and check HSBC again and discuss further with the parish council.  
     
     
   **Action 38: Clerk to add new bank account to July agenda.**
2. **Equal Opportunities Policy 2025.  
     
   Action 39: Clerk to add Equal Opportunities Policy 2025 to July agenda once KALC have responded.**
3. **Reserves and Biodiversity Policy.**Cllr Mike Newman noted that he could create a Reserves and Biodiversity Policy which was agreed to action by all at the parish council meeting.  
     
   **Action 40: Clerk to obtain sample policies and forward to Cllr Mike Newman in PDF format.**
4. **Information Board on land adjacent to Village Hall.**Cllr Clare Boggia has sent quotes to the parish clerk. Cllr Clare Boggia confirmed that a discussion had taken place with Vikki Ellis (a local artist) and had sent pictures of what the parish council wanted to achieve. Vikki Ellis confirmed that she could commission this work for the board. Artwork would be digitally printed on aluminium. Cllr Clare Boggia suggested a small map of Graveney in the middle of the board with some detail regarding wildlife alongside bus stop information would be desirable. A 1200 x 840 information board was agreed unanimously by the parish council.  
     
   **Action 41: Clerk to place information board quotes on July agenda for discussion.**
5. **Footpath Warden.**Nothing to report.
6. **Matters arising (for information only).**Action 139c – Ongoing.  
   Action 52a – Ongoing.  
   Action 64b – Ongoing.  
   Action 170 – Ongoing.  
   Action 182c – Ongoing.  
   Action 188c – Ongoing.  
   Action 190 – Ongoing.  
   Action 201 – Complete.  
   Action 204c – Complete.  
   Action 3a – Complete.  
   Action 3b – Complete.  
   Action 4a – Complete.  
   Action 4b – Complete.  
   Action 10 – Complete.  
   Action 11 – Complete.  
   Action 12 – Complete.  
   Action 13 – Complete.  
   Action 14a – Complete.  
   Action 14b – Currently being looked into further by KALC.  
   Action 14c – Complete.  
   Action 14d – Complete.  
   Action 15a – Complete.  
   Action 15b – Complete.  
   Action 23 – Complete.
7. **Highway Improvement Plan – Update.**Currently no further updates.
8. **Correspondence.**18 Items received.
9. **Finance.**a. Financial statement and bank reconciliation – approved and signed by Cllr Mike Newman.  
   b. AGAR Internal Audit Report Review – The audit was shared with the parish council and noted that the precept budget needs to be clearly recorded.  
   c. AGAR Governance Statement Approval – approved by the parish council and signed by Cllr Mike Newman.  
   d. AGAR Accounting Statement Approval – approved by the parish council and signed by Cllr Mike Newman.  
   e. Payments:  
   i. SSE Footway Lighting June (for info only – paid by D/D)  
   ii. Clerk Salary – June Salary - £259.86 – Proposed by Cllr Alan Stewart and seconded by Cllr Mike Newman.  
   iii. HMRC – PAYE Payment for June - £187.74 – Proposed by Cllr Mike Newman and seconded by Cllr Tom King.  
   iv. Citizens Advice Bureau Donation - £50 – Proposed By Cllr Alan Stewart and seconded by Cllr Tom King.  
   v. Kent Air Ambulance - £50 – Proposed by Cllr Alan Stewart and seconded by Cllr Tom King.  
   vi. Defibrillator Insurance - £118 – Proposed by Cllr Clare Boggia and seconded by Cllr Alan Stewart.  
   vii. The Lawn Ranger – Invoice 074 - £75 – Proposed by Cllr Clare Boggia and seconded by Cllr Teresa Bowles.  
     
   **Action 46: Clerk to upload AGAR to parish council website.**
10. **Planning.**Cllr Alan Stewart informed the parish council that the referral relating to 4 Poplar Hall Cottages had been completed and on 22nd May 2025 Swale Borough Council confirmed they would be investigating further.   
    Langdon Manor – A lengthy email had been received from Paul Casey regarding the new residential units. 41 large units are in place. Clockhouse Farm have been written to, and contact has been made with the planning agents.
11. **Graveney with Goodnestone Trust.**Cllr Alan Stewart reported that a trustee meeting had taken place on 29th May 2025. Three grant applications had been approved totalling £59,000 consisting of £15,000 to the Church for a new boiler, £26,000 to the school to assist with new play equipment and fencing and £18,000 to the Village Hall for the deficit of the Village Hall Extension. A balance of £3,000 is now in the trust. It was noted that the trust is still awaiting advice from Solicitors regarding the future of the car park.
12. **Reports from Parish Councillors.**Cllr Lesley Lound informed the parish council that the water board were on site looking for the Solar Park water meter which it would seem has not been located.  
    Cllr Clare Boggia confirmed that the defibrillator was awaiting installation. AED had arranged an electrician; however, it was noted that Hilderbrand’s had arranged for their own electrician to install on Friday.  
    Cllr Teresa Bowles shared a receipt with the parish council for plants which the parish council unanimously agreed to reimburse at the next parish council meeting.  
    It was also noted that the verges had not been cut. Cllr Clare Boggia highlighted that it was confirmed in the HIP that this was not something that would be completed. The parish council agreed to obtain quotes for the verges to be cut back.  
    Cllr Alan Stewart had nothing further to report.  
    Cllr Tom King had nothing further to report.  
    Cllr Mike Newman confirmed that posts and signs had been installed at Homestall Lane highlighting prosecution action will be taken in the event of any fly tipping with the plan that CCTV will be installed in future.
13. **Reports for Borough and District Councillors (if present).**  
    Not present.

1. **Any other business (for information only).**Cllr Mike Newman informed the parish council that he will not be present at the next parish council meeting and Cllr Alan Stewart also gave his apologies. Cllr Mike Newman nominated Cllr Catherine Wilkinson to Chair the July parish council meeting which will be confirmed.
2. **Date of next meeting – Monday 14th July 2025.**
3. **Close of meeting.**The meeting was closed by Cllr Mike Newman at 8.58pm.

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