

BEKESBOURNE WITH PATRIBOURNE PARISH COUNCIL

Minutes of the meeting held on **MONDAY 13th June 2022 at 19:30** At Bekesbourne recreation ground pavilion.

Minutes to be agreed at the Next meeting

Present: Parish Cllr David Sladden (Chairperson)
Parish Cllr Graham Duplock (Vice Chairperson)
Parish Cllr Andrea Nicholson
Parish Cllr Christine Sladden
Parish Cllr Joanne Watt
Parish Cllr Christine Ash
Parish Cllr Emily Young
Parish Cllr Mary Evans

Mrs Nicola Purcell (Parish Clerk & Responsible Finance Officer)

There were 0 members of the public present

1. Receive apologies

T. Fisher (VHMC) sent her apologies

2. Requests for DPI'S or dispensations relevant to this agenda (written or verbal)

G. Duplock and J. Watt- VHMC

3. Agree Minutes for previous meeting (13th May 2022)

It was unanimously agreed that the minutes from the meeting held on 13th May 2022 are a true and accurate record, which were then signed accordingly.

4. Deal with matters arising from the minutes not covered elsewhere.

Since last meeting a defibrillator has been installed at the train station. The parish council were unaware of this. Discussion was had regarding the installation of a third, now that we also have one at the recreation ground. It was agreed to proceed.

5. County/City Councillor Reports

No report from Cllr Jones at CCC.

Report received from Cllr Sole at KCC and circulated

6. VHMC Financial Update

G. Duplock presented an update from the VHMC on the current financial situation and the progress of the project, which is moving along nicely. There have been slight overspends with matters beyond control, such as gas and electrical works. There is a slight cash flow issue short term until the VAT return is received.

Resolved: It was proposed by C. Ash and seconded by C. Sladden, that the parish council continue to fund the project up to the expected VAT amount and will be reimbursed to the parish council from the VHMC's VAT returns.

Outcome: unanimous, motion carried.

7. Planning

7.1 New Applications- No new applications received.

7.2 Application Updates

Application No	Proposal	Location	Status
CA/21/02067	Detached timber framed garage together with new access and driveway	Ebury Cottage, Station Road, Bekesbourne, Canterbury, Kent, CT4 5DD	Awaiting decision
CA/21/02787	Erection of 6 dwellings together with associated access, parking, landscaping and ancillary works.	Rosary House, Aerodrome Road, Bekesbourne, Canterbury, Kent, CT4 5EX	Awaiting decision
CA//16/00600	Hybrid planning application for urban extension of up to 4,000 dwellings. Full application details available online.	Land North And South Of New Dover Road, Canterbury, Extending North To Canterbury-Dover Railway Line, West To Nackington Road And South To A2	Awaiting decision
CA/22/00096	Construction of a lorry park following demolition of the existing fencing and trees within the car park	A Gomez And Co Distribution Services Ltd, Coldharbour Lane, Bridge, Canterbury, Kent, CT4 5HL	Awaiting decision
CA/22/00840	Single-story side extension and front porch	18 Bifrons Road, Bekesbourne CT45DE	GRANTED
CA/22/00806	Single-story side extension	Breckenridge, Aerodrome Road Bekesbourne, CT45EX	GRANTED
CA/22/00263	Single-storey side extension, erection of storage outbuilding and associated landscaping following demolition of existing conservatory and double garage.	Bourne Cottage, Patnixbourne Road, Patnixbourne, Canterbury, Kent, CT4 5BP	GRANTED

8. Highway Matters

E. Young reported that children accessing the 89b Bus from the stop at the junction for School Lane/ Station Road in Bekesbourne have been refused entry to the bus with the driver gesturing that it is not a stop? This is a designated stop as shown on the Stagecoach website titled 'Station Approach'. Historically there was once a signpost in situ but it has been lost over the years.

Action: Nicola to look at pursuing a small bus stop sign- similar to that at the 'Cranmer Close' stop further along Station Road to clearly identify it as a bus stop.

Action: Nicola to enquire with KCC as to the status of the HIP.

9. Finance Matters

9.1 Payment schedule

Details	Amount Incl. VAT	Status
Clerk Salary May	As details on salary slip	PAID (via standing order)

Cut Price Wholesale (jubilee items)	£106.96	PAID (s101 delegated authority)
Lionel Robbins (Internal Audit)	£90.00	PAID (via standing order)
KALC 22/23 subscription	£371.04	PAID (s101 delegated authority)
Ovenden Allworks (Noticeboard installation)	£150.00	PAID (s101 delegated authority)
Khickster Entertainment (2 nd payment for jubilee)	£224.00	PAID (s101 delegated authority) Previously approved.

Payment schedule noted and approved by all.

Action: Nicola to write to D. Aspinall explaining the Parish Council's intent to use the £500 donation toward, that was ringfences many years ago to be used for other community projects, and that any objections to be received in writing by a date to be set by the clerk.

9.2 Receipts

£250.00 received from Cllr Jones' Opportunity Fund toward the new defibrillator project.

9.3 Money raised from Jubilee

The running total of funds raised at the Jubilee weekend currently sits at: £1,353.93

There is still money coming in as mugs are still being purchased, and donations still being received.

9.4 Approve end of year accounts

The Following documents were circulated in advance of the meeting for the accounting period 1st April 2021- 31st March 2022:

- Bank Reconciliation
- End of Year- Nationwide account
- End of year-Lloyds Treasurers account
- End of Year- Lloyds Instant Savers
- End of year Totals/Summary
- Explanation for 'high' reserves
- Explanation of variances

The Bank Reconciliation and the End of year Account Summaries correlated correctly.

The Accounts were unanimously agreed as a true and accurate record of the Parish Council's finance activity for the year end 31st March 2022.

9.5 AGAR Documents/Internal Audit Report

A copy of the AGAR forms sent to all councillors in advance of the meeting. This year the Parish Council had to complete AGAR Part 3 as the gross expenditure for the year exceeded £25,000.

Internal Audit report form- this has been signed by the internal auditor on 19/05/2022

Annual governance statement- Clerk prepared a statement for the councillors in advance of the meeting demonstrating how the Parish Council meet the requirements. Each point was discussed and agreed as 'yes'. Chairperson and Clerk signed the document.

Accounting Statement 2021/22- the figures were applied from the financial records and discussed. All councillors in agreement. Chairperson and Clerk signed the document
Balance brought forward= £185,290 and after income and expenditure for the year the balance carried forward was£171,257. The Internal Audit was conducted by Lionel Robbins- who has provided a report which has been circulated to all Cllrs.

10. Correspondence

A grant request has been received toward the maintenance of the churchyards

Resolved: It was agreed by all that the church be awarded £700 as in previous years for the maintenance of the church yards, but this figure will be reviewed, with the view of increasing it when next year's budget is calculated.

A. Nicholson and G. Duplock authorised release of this payment.

11. Defibrillator Scheme

Ongoing, Nicola to price up total project ready for next meeting.

12. AOB- For information only.

G.Duplock gave thanks to all those involved in the organising of the Jubilee event.

D. Sladden requested Nicola's Clerk appraisal be bought forward.

All councillors gave thanks to A. Nicholson for her time and dedication as the Chairperson for many years.

-Meeting closed at 8:35 pm-

Signed (Chairperson)

Date: