

**Minutes of The Full Council Meeting held at The Rackliff Centre on
Monday 6th March 2023 at 7.30pm**

Members Present:

Cllr Liz Ellicott, Chair; Cllr Barry Edwards, Vice Chair; Cllr C Ducklin, Cllr P Gripper and Cllr D Smith.

Officers Present:

Alison Stevens, Locum Clerk

Others and Members of the Public:

There were two members of the public present.

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting**
No one present filmed, photographed or recorded this meeting.

- 2. To receive and approve apologies for absence**
Apologies for absence were received from Cllrs M O’Callaghan, A Britcher-Allan and D Funnell. The reasons for their apologies was accepted by the Full Council.

- 3. Declarations of Personal and Prejudicial Interests**
There were no declarations of interests.

- 4. Declarations of Lobbying**
There were no declarations of lobbying.

- 5. Minutes of the Parish Council Meeting held on the 6th February 2023**
The Minutes of the Parish Council Meeting held on the 6th February 2023 were agreed, and it was RESOLVED that the Chair sign them as a true and accurate record of the meeting.
5.1 Matters outstanding from these minutes (not listed as separate items). None.
5.2 Matters outstanding from previous minutes. None.

- 6. Open session for questions from the public**
Ms Foster said;
- The Lunch Club has a new chef who starts a one month trial on the 1st April.
 - Speedwatch sessions continue. There are currently 1-2 a week.

- 7. Session for County and Borough Councillor on matters concerning the Parish**
There were no reports from County Councillor McInroy or Borough Councillors Britcher-Allan and Funnell on this occasion.

- 8. Finance update –**
8.1: Accounts for Payment – Councillors RESOLVED to pay the following;

			£	
07/03/2023	GTW Services	BACS	27.00	Rackliff Maintenance
07/03/2023	The Cleaning Lady	BACS	72.00	Rackliff Cleaning
07/03/2023	EE	DD	52.06	Mobile
07/03/2023	Capel Groundcare	BACS	436.03	Allotment Maintenance

07/03/2023	Alison Stevens	BACS	3111.00	Locum Clerk
07/03/2023	Little Loads	BACS	180.00	Allotments Waste Removal
07/03/2023	C May	BACS	165.00	Locum RFO
07/03/2023	A Stevens	BACS	272.00	Reimbursement padlock/keys
07/03/2023	Initial	BACS	48.30	Rackliff Service
07/03/2023	KALC	BACS	72.00	Allotment Training
07/03/2023	BACS	BACS	6260.00	Allotment Water Tanks (*)
07/03/2023	HMRC	BACS	58.77	PAYE
07/03/2023	Microshade	BACS	239.98	Computer Hosting
07/03/2023	NEST	DD	51.48	Pensions
07/03/2023	SSE	DD	172.08	Electricity
07/03/2023	K Watson	BACS	787.80	Salary
07/03/2023	L Neusten	BACS	921.80	Salary

(*) It was resolved to finance the water tanks from the EMR Allotment Fund.

8.2 The Clerk hopes to be able to collect the lanyards requested at the last meeting from Sticky Monkey on the 10th March.

- 9. Allotments Committee** – Councillors RESOLVED to commission an independent surveyor to help settle a boundary dispute with an allotment holder at Wickham Gardens. The issue is whether or not their steps are on Parish Council land. The Allotment Committee will consider adding a clause to the tenancy agreements to stop this happening again at its next meeting. Once the boundary has been confirmed, the Council will consider whether or not to erect fencing the whole length of the western side of the allotments.
- 10. Planning Committee** – It was RESOLVED to adopt the draft minutes of the Planning Committee Meeting held on the 23rd January 2023.
- 11. Defibrillator Update** – The Circuit notified the Parish Council that the defibrillator pads at Sunnyside Hall need replacing. The Clerk will let the Trustees know.
- 12. St Paul's School** – It has not been possible to arrange a meeting between the Governors so the Clerk is trying to arrange a meeting with the Head Teacher.
- 13. Rusthall History Group Archive Records** – Councillor Edwards is arranging a meeting to find out how much space is needed to store the History Group's archives. He hopes to be able to report back to the next meeting.
- 14. Highways** – The Clerk met Debbie Salter, the Conservation Officer from TWBC to look at ways to secure the trough at the memorial because the drinking fountain is Grade 11 listed and the trough is listed as a Heritage Asset. Ms Salter's advice was that as the trough is made of granite and it would have been fixed with dowels and concreted in, there was no need to secure it any further.
- 15. Fremlin Pond** –
 - i. Councillors asked the Clerk to get two or three prices to fit fencing alongside the Bowen Road end of pond.
 - ii. Councillors RESOLVED to fit a lifebuoy at a cost of £228.43 including VAT. The lifebuoy will be fitted adjacent to the oak tree. Kent High Weald has confirmed it will be doing its annual tidy up again this year.
 - iii. It was RESOLVED to adopt the path alongside the pond at a cost of £1, if TWBC arranges the legal side. The path will then be closed off to deter anti-social behaviour.

16. Chair's Report – Councillors Ellicott and Gripper, and County Councillor McInroy met KCC Highways to look at the projects in the Highways Improvement Plan.

The latest litter pick took place on the 4th March but only three members of the public turned up to help.

17. Officers' Report – Officer Stevens asked if Councillors would like to have bunting on the street lights to celebrate the King's Coronation but they preferred to offer the shops in the High Street bunting they already have to display outside their shop fronts instead.

The Parish Council will continue to support Britain in Bloom by having hanging baskets on the lamp posts in the High Street.

18. Diary Dates

3 rd Apr 2023	7.30pm	Full Council Meeting
13 th Mar 2023	7.30pm	Finance Committee Meeting
20 th Mar 2023	7.30pm	Allotments Committee Meeting
13 th Apr 2023	7.30pm	Parish Assembly
17 th Apr 2023	7.30pm	Highways and Transport Committee Meeting
24 th Apr 2023	7.30pm	Environment Committee Meeting
15 th May 2023	7.30pm	Annual General Meeting

19. Items for Information – Councillor Gripper asked the Parish Council to support the Trustees' of Sunnyside Hall's grant application to ACRE. The hall needs the money to for an extension. Rusthall Parish Council agreed to unanimously support the application.

20. Next meeting of Full Council -

3 rd Apr 2023	7.30pm	The Rackliff Centre
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DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM IT WAS RESOLVED TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.

21. To consider confidential staffing matters and agree any further action.

It was RESOLVED to offer the Locum Clerk a permanent contract. Mr Watson will take over the running of the allotments on his return. Councillors will explore the financial implications at the next Finance Committee Meeting.

There was no further business, and the meeting closed at ?

..... Chairman

Dated

