

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 11th September 2017 at 7.30pm
IN THE RACKLIFF CENTRE LOWER GREEN ROAD**

Members Present: Cllrs, B Edwards (Chairman), J Blackburn, M Fraser, R. Benoy J. Clark, H Duncombe and D Smith.

Officer Present: S Denne

In Attendance: County Councillor James McInroy and Borough Councillors Huggett and Podbury

Members of the Public: There were members of the public present

1. **Enquire whether anyone present intends to film, photograph and/or record the meeting** - No-one present intended to film, photograph and/or record the meeting.
2. **Apologies for absence** – Cllr Punyer (work) and Cllr Britcher
3. **Declaration of Interests** – Cllr Duncombe is treasurer of the RVA and Cllrs Benoy and Edwards are on the Bonfire and Fete Committee.
4. **Declarations of Lobbying** – There were none.
5. **Minutes** of the meeting held on 10th July 2017 were agreed, and it was **RESOLVED** that the Chairman signed them as a true record
5.2 Matters outstanding from these minutes (not listed as separate agenda items) **Item 5.3** School sign is now in situ but is very small and therefore inadequate. **Item 9** KCC still considering what the future will be for the MUGA at the top of Edwards Street. **Item 10** Speed sign near the Rackliff Centre is still at the wrong angle and yet to be cleaned. Trees still overhang footpath, up to the Spa Hotel.
5.3 Matters outstanding from previous minutes: None
6. **Session for County and Borough Councillors on matters concerning the Parish** – County Cllr McInroy informed the members that he had donated part of his members grant to the Rusthall film club, towards a new projector. He had also spoken to KCC requesting they consider granting money towards a sound system. Cllr Podbury informed the members that she would be becoming a Trustee for the Molyneux Alms Houses. She also informed the members that she had spoken to Dan Docker about ash die back and he had suggested that any trees lost should be replaced with native trees.
7. **Committee Reports:** Planning Committee meetings were held on 24th July 2017 and 7th September, draft minutes have been circulated.
8. **Tree Survey** – report by Clerk – Clerk informed members that the report had yet to be received but Ash Die Back was present on PC land and therefore regular monitoring would be required in the future. Cllr Podbury informed the members that she had spoken to Dan Docker about the problem. The Clerk warned the PC that this could potentially become a great expense to the PC and therefore the budget for the next financial year would need to reflect this.
9. **Utilities** – To agree to continue with present supplier. This was agreed.

- 10. Remembrance –** i. Poppy Wreaths ii. Knitted poppies iii. November 2018 - i. It was confirmed that the Clerk would order two poppy wreaths. Cllr Edwards to lay one at St Paul’s Church and Cllr Blackburn to lay the other at TW war memorial.
 ii. Clerk informed members that KCCs project o have a carpet of knitted/crocheted poppies had been advertised on FB, Twitter and the website. Cllr Duncombe to mention the appeal at the RVA meeting. Collection box is in the Rackliff Centre and patterns are on line.
 iii Cllr Blackburn suggested that a meeting be held, inviting all clubs and organisations within the village, to discuss 18th November 2018 and what could be done within the village to commemorate the end of the First WW. This was agreed to by all members. Cllr Duncombe to contact The Rusthall to enquire when the venue would be available for a meeting and to contact all organisations and clubs to arrange a date for the meeting. Further discussion at the October parish meeting.
- 11. HGV Lower Green Road –** Clerk to liaise with Speldhurst PC and KCC Highways about possible signage preventing large Lorries from using Lower Green Road and surrounding lanes. Cllr Edwards to contact KCC about updating of satnavs.
- 12. Southwood Road Playing Fields –** It was agreed that the land owner along with Speldhurst and Rusthall PC should have been consulted before the proposal, in the TWBC Local Plan, to obtain land at the back of the Southwood Road allotments and turn into further football pitches had been published. The RPC were concerned of the volume of traffic this would create. They felt that the money would be better spent putting in drainage for the existing pitches because in wet weather they are often unplayable. The proposal to also be discussed at the RVA meeting and Cllr Edwards confirmed that he would discuss it at a TWBC meeting he would be attending on Friday.
- 13. Standing Orders Reviewed -** The members agreed to the amendments to the Finance Regulations and the Model Standing Orders.
- 14. Cleaner Required –** It was agreed that the Clerk would advertise for a cleaner, offering £12 an hour. Cllr Smith thought that the PC should consider the possibility of employing a maintenance person.
- 15. Chair’s Report –** Cllr Edwards thanked the Clerk for her work in preparing the accounts for the audits. He informed the members that he would be attending a Chairmen’s Convention at the Town Hall and would enquire about the Southwood Road playing fields. Cllr Edwards then asked if the members if they would like a board erected in the Rackliff Centre showing the names of past, present and future Chairmen of RPC. The members agreed for him to obtain costings. He informed the members that he had received complaints about lack of signage at the Mary Caley playground with regards ‘no dogs’ and ‘no cycling ‘at the entrance. Clerk to contact Parks.
- 16. Clerk’s Report -** Clerk informed members that she had received a grant from TWBC towards the CCTV cameras. She informed them of the problems reported at Mary Caley playground. TWBC and the PCSO had been informed.
- 17. Diary Dates –** Rusthall Arts Event 16th and 17th September. Allotment Meeting 18th September. Finance meeting 25th September and Highways Meeting 2nd October.
- 18. Christmas Lights –** It was agreed that the Clerk should contact the usual supplier for the village Christmas lights, as they are always very competitive with their prices.

19. **Interim Clerk** – to consider payment for duties carried out – It was agreed to pay the interim Clerk £50 for carrying out the duties of the Clerk whilst she was on holiday.
20. **Audit - Internal Audit report and external Audit report** – The Clerk read the internal audit report to the members. Items mentioned were: The websites, updating of S/O, Risk Assessments and the Corporate Card. The Clerk informed the members that she had received the external audit papers back and that there were no concerns. She was thanked for her work in preparing the accounts for audit.
21. **Grants** – RVA and Fete and Bonfire – The members resolved to grant £90 to the RVA towards Rusthall photo competition and £500 to the Bonfire and Fete Committee to go towards the fireworks for the village.
22. **Accounts for Payment** – to authorise the payment of invoices as listed, see below
23. **Open session for questions from the public:** Members of the public voiced their concerns on a planning application in Edward Street. The Chairman advised them to send their written concerns to the Planning department at TWBC. One of the members of the public felt that the notice had not been displayed in an easily seen position. Another member of the public felt that the proposed signage at Mary Caley playground should stipulate that assistant dogs would be allowed.
24. **Items for Information** –
 - a) Cllr Fraser informed the members that Mr Fallon had passed away in June. She had sent a card to Mrs Fallon.
 - b) Cllr Clark informed the members that the railings along the path at the bottom of Lower Green Road had been repaired.
 - c) Cllr Smith informed the members that he would like to add Local Green Space Designations to October's agenda and that he would investigate further.

The meeting closed at 21.30