

**Minutes of The Full Council Meeting held at The Rackliff Centre on
Monday 4th April 2022 at 7.30pm**

Members Present:

Cllr Liz Ellicott, Chair; Cllr Barry Edwards, Vice Chair; Cllr Alex Britcher-Allan, Cllr Paul Gripper, Cllr Doug Smith and Cllr Aimee Taylor.

Officers Present:

Alison Stevens, Locum Clerk

Others and Members of the Public:

Mrs Lynne Lane (Wild Child Forest Activities) and one member of the public were also present.

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

2. To receive and approve apologies for absence
Apologies for absence were received from Cllrs Chris Ducklin, Dave Funnell and Mark O’Callaghan. The reasons for their apologies were accepted by the Full Council.

3. Declarations of Personal and Prejudicial Interests
Cllr Smith declared a prejudicial interest in item 9.2 and did not take part in the vote.

4. Declarations of Lobbying
None.

5. Minutes of the Full Council Meeting held on the 7th March 2022
The Minutes of the Full Council Meeting held on the 7th March 2022 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). The Parish Council is still waiting for an update on the Multi Use Games Area (MUGA)

5.2 Matters outstanding from previous minutes. None.

6. Mrs Lynne Lane, WildChild!

Mrs Lane presented an overview of the background to, and the activities of ‘WildChild’ and asked the Parish Council to consider donating towards a series of four Forest School inspired family WildChild! sessions taking place on Rusthall and Tunbridge Wells Commons during the Easter school holidays.

The cost of the project will be £1580, the Friends of the Commons are understood to be donating £100.

In answer to Councillor’s questions, Mrs Lane said;

- The sessions started in February 2019 and approximately 200 children attend each one.
- Child safety checks and risk assessments are carried out by The Friends of The Common.
- Children from local schools, scout and guide groups and sports clubs are all invited.
- There are two paid staff, the rest are volunteers.

Councillors RESOLVED to donate £700 towards the costs of the sessions in Rusthall, subject to receiving confirmation that none of the money will be spent on salaries.

7. Open session for questions from the public

Ms Foster said;

- It was good to see that the County Councillor is taking up our concerns about the 20mph zone and confirmed Mr Heasman, who is the Rusthall Speedwatch Co-ordinator, would be happy to take part in the site tour suggested by County Councillor McInroy.
- It was brilliant to see the draft Minutes of the previous Full Council Meeting on the Parish Council's website ahead of tonight's meeting.

8. Session for County and Borough Councillor on matters concerning the Parish

County Councillor McInroy sent a written report which was read out by the Locum Clerk in which he said;

'I thought it time to respond to the emails regarding the Rusthall 20 mph speed limit, especially as I will not be attending the Council meeting this evening, due to having COVID symptoms.

I am still waiting for KCC to confirm their findings regarding the worn markings, possibly due to an inferior product being used. However, this will be a matter that KCC will need to resolve with their contractors.

I have received confirmation that KCC will not pay for further roundels or signage. I think it may be a good idea for a site tour to be organised, where the suggested roundels and signage are proposed. As KCC has to authorise the roundels and signage, I can ask the KCC Schemes Officer, Chris Koningen, to meet with myself and any others.

I can then ask KCC for the proposed costs of what is agreed. I will pay for these improvements from my Member Grant, budget permitting, as this is how we funded the existing installations'.

Councillors said they appreciate County Councillor's offer to pay, budget permitting and agreed a site visit would be a very good idea because two recent Speedwatch Sessions recorded a total of 71 vehicles speeding and additional signage is needed at Meadows Road and Ashley Gardens.

Councillor Ellicott will attend the site tour along with County Councillor McInroy, Mr Koningen and Mr Heasman.

There was no report from Borough Councillor Funnell on this occasion.

Borough Councillor Britcher-Allan said;

- She has been working to pull together information to help guests who are arriving from Ukraine and their hosts.
- The TN2 Community Centre is now open. Clothing and medical supplies are desperately needed.
- Gateway (the customer centre) is being used as a hub and its downstairs is to be used as a meeting point. TWBC also hopes to use the Camden Centre.
- A new website has been set up to provide help, advice and information which can be found at Ukraine@TunbridgeWells.

- There are going to be a series of fundraising events this weekend which will include an Easter Fayre, Community Talks and a Soul and Motown Night. More information and tickets can be found at <http://www.rusthallvillage.org/>

Councillor Britcher-Allen also provided an update on the Parish Council's request for roadside mirrors. The County Council says it will not be actioning a mirror at this time.

9. Finance update

9.1: RESOLVED to adopt the draft minutes of the Finance Committee Meeting held on the 14th March 2022. Councillors also RESOLVED to approve the following year-end adjustments made by the Locum RFO;

Debit General Reserves £24000, Credit EMR Maintenance £4000, EMR Village Maintenance/Trees £5000 and EMR Highways £15000.

9.2: Accounts for Payment – Councillors RESOLVED to approve the list of payments dated April 2022 (see below).

01/04/2022	EE	DD	47.64	Mobile
05/04/2022	Cllr D Smith	DD	52.10	Allotment Padlock
05/04/2022	Alison Stevens	BACS	2466.60	Locum Clerk
05/04/2022	C May	BACS	505.00	Locum RFO
05/04/2022	Collbrook Heating	BACS	120.00	Heating Service
05/04/2022	Capel Groundcare	BACS	253.96	Allotment Maintenance
05/04/2022	TWBC	BACS	160.64	Overdue Items
12/04/2022	Rialtas	BACS	480.00	EOY Close Accounts
20/04/2022	Linda Neusten	BACS	980.87	Salary
20/04/2022	HMRC	BACS	904.43	PAYE
20/04/2022	NEST	DD	68.45	Pensions

9.3: Parish Councillor Emails – Councillors RESOLVED NOT to take up Enhanced Threat Protection for their emails because they felt they were adequately covered elsewhere.

9.4: Authorised Spending Limits – Councillor RESOLVED to increase the authorised expenditure limits so;

- The Clerk has the authority to incur any item of expenditure up to £500.
- The Chairman and the Vice Chairman have the authority to incur any expenditure between £501 and £1000 where it is in their view necessary or desirable to act without delay.
- Expenditure of £1000 plus is referred to the Full Council and if circumstances dictate they can be confirmed by email and ratified at the next Full Council Meeting.

9.5: Rackliff Centre

- Councillors considered replacing the boiler, as recommended by the gas engineer, and agreed now would be a good time to consider greener options.
- The Parish Council will consider more extensive drainage works at their next meeting by which time they should have received a report from the Drainage Engineer. When the engineer investigated he found the drains were partly blocked by blue paper hand towels so signs will be placed in the toilets asking people not to put them down the toilets. A new larger waste bin will also be provided.

10. Allotments Committee update

10.1 RESOLVED to adopt the draft minutes of the Allotments Committee Meeting which was held on the 21st March 2022.

- 11. High Street, Rusthall - High Street Crossing** - At the last meeting Councillor Taylor said she has received reports of some near misses caused by cars overtaking at the crossing and she asked if would be possible to have a pelican crossing there.

The Locum Clerk subsequently contacted KCC who suggested the Parish Council includes it in their HIP or on the Parish Portal. This item was deferred to the next Highways Committee Meeting for further discussion.

- 12. Defibrillator Update** – Councillors previously RESOLVED to ask the Parish Council’s contractor to fit the defibrillator which is currently at The Rackliff Centre, at The Toad. The Parish Council then received a price to fit the defibrillator at a location suggested by the then landlady. The new landlady prefers a different location and the Council is now awaiting for a revised quote.

- 13. Internal Audit 2021-2022** – The Locum Clerk will review the Financial Risk Assessment which will be brought to the next Full Council Meeting for approval.

- 14. Chair’s Report** – Cllr Ellicott said;

- i. The dead memorial tree has now been replaced and the memorial plaque has been cleaned and refitted.
- ii. She attended the latest Commons Conservators Meeting where she met the new Ranger and members discussed having a panoramic board at Happy Valley. The Conservators are also looking at having a base in Rusthall and have asked if the new Ranger can use the Rackliff Centre as a ‘hot desk’. Councillors agreed he can use the small office when it is not being used by the Football Academy at no cost as a gesture of good will. The Rusthall Fete and Bonfire Committee were also approved.

- 15. Officers’ Report** – At the last Finance Committee Meeting the Councillors were advised that the Rusthall Local History Group was about to close and the Parish Council was asked to consider minding the funds on the group’s behalf until a decision is made on how the money should be spent. The Locum RFO is going to check with the Internal Auditor to make sure Rusthall Parish Council can legally carry out the request.

16. Diary Dates

25 th April 2022	7.30pm	Environment Committee Meeting.
28 th April 2022	7.30pm	Highways Committee Meeting.
9 th May 2022	7.30pm	Full Council Meeting.
13 th June 2022	7.30pm	Finance Committee Meeting
20 th June 2022	7.30pm	Allotment Committee Meeting

This year’s Parish Assembly is to be held on the 14th April 2022 at 7pm.

It was also noted that the Family History Group meets every third Thursday, there is to be a fund raising event on the weekend of the 9th and 10th April for Ukraine (details of which are above) and the Community Larder is open between 12.30pm and 2pm on Fridays.

- 17. Items for Information** – Councillors agreed the Parish Council should provide the tea and coffee in the office.

18. Next meeting of Full Council -
9th May 2022 7.30pm The Rackliff Centre

There was no further business, and the meeting closed at 8.35pm.

..... Chairman

Dated