

KENNINGTON COMMUNITY COUNCIL

MINUTES COUNCIL MEETING

9th October 2019

**Minutes of the meeting of the above Community Council
held on Wednesday 9th October,
in the St Mary's Community Centre, starting at 7.00pm.**

084/19 To note those present and record any apologies

Councillors Present: P Goodwin – Chairman, B Varney – Vice Chairman, A Cooper, A Dean, M Sylvester, P Bartlett, C Ellis, D Jones, N Iliffe, J Seaton, J Armitage, J Martin, and C Mendes.
Also Present was Cllr D Spain – ward councillor, 4 members of the public and the Locum clerk.

Apologies were received from Councillors C Morley and I Hewett and accepted. Apologies were also received from Ward Cllr K Ovenden.

085/19 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

There were none received.

086/19 To agree and sign the Minutes of the September Council Meeting.

Having been previously circulated the Minutes were agreed and signed as a true record after the following correction:

Agenda item 073/19 delete 'Communications Working Group' and insert 'Communications Committee'

087/19 Correspondence

To note emails from

1) Kennington Primary School, re Parking outside of school and note invite to next meeting and to receive report

- The email had been circulated prior to the meeting, the two representatives from the Primary School were invited to address the meeting, after which a discussion took place.
- Issues raised were the poor adherence to traffic laws – people driving on the pavement to prevent being delayed.
- Parking inappropriately and parking close to the school.
- Congestion in Ulley Road, in front of the church and other nearby roads.
- Cllr Bell - KCC Cllr would be asked to investigate further the crash data.

Cllr Martin arrived

- The School have approached parents, sent out letters and have written to Cllr Iliffe the Ward member. They would like to know what support would be available from Kennington Community Council.
During the debate the following solutions were considered:
- Yellow Lines and one-way traffic
- It was explained that for any of the two solutions would require consultation of all residents within the area as by preventing parking it would displace the problem

wider and by having a one-way system could incur some difficulties to local residents.

- If the consultation showed that residents were against it, it would not be taken any further.
- Traffic Regulation Orders (TRO) are required and this can be expensive
- A zebra crossing had been requested by the school governors and they had been informed by Kent County Council (KCC) that this would not possible due to financial restraints, plus the 'crash data' did not suggest there were problems.

The following was **agreed**:

Cllr Bartlett – KCC Cllr would investigate further the crash data

Cllr Iliffe – Ward Member and Cllrs Morley and Seaton would investigate further and report back at the next full council meeting.

2) Member of the public re casual vacancy.

The Clerk reported receipt of an email enquiry about the casual vacancy. She had replied stating that until the Borough Council wrote advising an election had NOT been requested by 10 members of the public, no action could be taken by the Kennington CC.

3. Ball Lane Cemetery

The Vicar had sent a letter to the Chairman explaining that some repairs were needed and was asking for some financial support. Cllr Cooper stated that he had already replied to the letter, explaining that a Project Assessment Panel was being established

4. Kennington Fayre.

It was noted that the council is in receipt of a letter from the Fayre committee, a reply has already been sent.

088/19 Finance

a) To note the minutes of the last F&GP Committee

Having been previously circulated the minutes were noted, it was noted that 2 non councillors were interested in joining the Project Assessment Panel.

b) To hear any update reports from the Chairman and agree any actions

The Committee had been looking at the draft Budget for next year, reserves and balances under the different allocated budget headings to see if these could be adjusted. It was further reported that Mid Kent Audit was the only company who had responded, and they offered to make an initial inspection of the accounts free of charge and with no commitment by the council to employ them for the end of year audit. It was **agreed** to appoint Mid Kent Audit on the basis. The Chairman explained Cllr Morley continues updating the Scribe accounts package, this will prevent new staff having to update all previous agreed payments once employed an ensure that council Members are kept apprised of the financial situation; an interim agreement for him to do this had been agreed at a previous meeting; the question to be answered was should this arrangement continue and the **agreement** was **unanimous**.

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c) To agree payments and sign cheques

The following payments were agreed:

Name	Reason	Amount Gross	VAT
Sellindge Parish Council	Clerk cover	£837.00*	0.0
Brian Varney	Reimbursement Postage and Travel to Area Committee ABC	£21.20	£0.0
Alison Rudd	Reimbursement as listed	£22.50	0.0
Linda Hedley	Reimbursement as listed	£55.00	0.0

**It was noted that this amount had been agreed at a previous meeting and was listed for information only as payment had not been made.*

d) To review the Financial Reserves Policy and approve any adjustments

The Chairman of the F&GP explained that there needs to be reserves set aside. It is considered best practice for reserves:

- of around 50 to 60 percent of the precept to cover any emergencies.
- Amounts may be set as a reserve for ring-fenced projects or
- Amounts that are earmarked for a future project
- The committee were considering the general reserves should be increased at around 10% per year. This would take around 5 years to achieve the amount required.

It was **unanimously agreed** to adopt the policy with a caveat that this could be reviewed should the situation change.

Internal Auditor.

It was reported that a few auditors listed by KALC had been contacted. One only company who responded was MidKent Audit. They were willing to make an initial review free of charge, without any commitment by the council to employ them for the end of year audit. Therefore, after a brief discussion this was **agreed on this basis**.

e) To Arrange filling of one vacancy to the Finance and General Purposes Committee

This item was placed on the agenda in error and therefore not debated.

f) To note current status of bank mandate

The Vice-chairman explained that the bank needs to have signed copies of the minutes to change the mandates. However, as a cheque is still outstanding that was signed by the previous Vice Chairman and Chairman, this needs to be cleared before any changes can be requested. The Paperwork is all in place so will be actioned as soon as the outstanding cheque has been cleared.

g) Consider a proposal from the chair to engage the locum clerk on a temporary zero hours contract.

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The Chairman explained that the Locum does not have any contract and is now working direct to Kennington not via the secondment that was put in place by the BC. A zero hours contract is the easiest way forward, the Locum will carry out as much work as requested by the Council and what can be completed. Pay will be paid via PAYE. This was **agreed**.

089/19 Personnel and Development Committee

a) To hear an update from the Chairman

- The Chairman reported the committee had met on 1st October and agreed the advert for a new Clerk and this had been posted on the 'Indeed' jobs website as well as the KALC website plus Kennington Website and other social media platforms locally. It is hoped that interviews will take place week commencing 21st October.
- Other items debated at the committee were as follows with recommendations to the full council to use an HR company to write the clerks contract and draw up the staff handbook. There had been quotes of £650.00, £1,500 and £1,200. A discussion took place and the company quoting the £1,200 fee was agreed. This money will be taken from the Personnel Expenses budget heading.
- Cllr Morley, while chairman had produced a spreadsheet of training requirements for all councillors depending on which committee they were sitting. The document had been previously circulated, considered a good idea and **adopted** in full.

b) To **agree** any recommendations and **agree** actions

The members of the interview Panel were **agreed** as Cllrs Goodwin, Varney and Hewett, with the Locum Clerk involved as an adviser.

090/19 Planning committee

a) To **note** the draft Minutes of the committee meeting held on 25th September.

Having been previously circulated these were **noted**. Also **noted** was that Cllrs Varney and Cooper were appointed to the Committee to fill the vacancies. Council noted that non-councillors can be appointed to this Committee

b) To ratify the Clerks actions with regards to items 039/19 items (1) & (2)

The report on the Locum Clerks actions regarding the above two applications and the comments sent to the BC were **noted** and **ratified**.

091/19 Communications Committee (Comms)

a) To **agree** a date for the inaugural comms committee

The Locum reported that she had received some dates availability but was waiting for one other to reply. A short debate took place and it was agreed that providing a venue could be found it would take place on 21st October.

(post meeting note, venue confirmed for 6.30pm Rylands Road)

A debate on development on S2 which land between the B2070 and the railway (Large Burton) took place.

- It was **agreed** that a public meeting should take place to ensure that the public were aware of what was happening. Details of leaflets and delivery were dated but until dates are agreed no action can be taken.
- To **note** the Shadow Council had produced a very detailed report for objecting to the plans as produced at that time but amendments to the plans have been submitted, these now need to be reviewed.
- There was already a local group set up which had produced some good leaflets and other information and who meet regularly.
- The developers have run their own exhibitions, but it was felt this may give residents another chance to state any comments they may have.
- The revised plans are expected to be considered at the November Planning Committee, but no details are available yet.

It was **agreed** that:

- Kennington CC should contact the group and investigate if the group and the CC could work together. (bearing in mind that if the group is an action group this could not happen for legal reasons)
- Cllr Illife offered to deliver some of the leaflets if required.
- That the Julie Rose sport centre would be contacted to find out if they had a room available for the event on October 26th.

b) To **approve** policy for co-option of councillors (attached)

~After a brief discussion it was agreed to refer this to the November meeting., but to apply the policy in practice in the interim, where relevant

092/19 Task & Finish Group – Bockhanger Regeneration

To **receive** an update and agree any actions

Cllr Dean had produced a detailed report of previous meetings from information he had been given. Councillors were given a short time to read the report. Concerns raised were:

- ABC were raising issues on some of the questions on the proposed questionnaire.
- ABC had asked for stakeholders to be surveyed prior to the residents.
- The idea of a Bockhanger Regeneration is a much bigger idea going forward than the original idea of replacement the Bockhanger community hall.
- Kennington CC are responsible to the residents of the village not to ABC so need to be seen to be leading the consultation.
- Information needs to be made to the public sooner than just sending out a questionnaire.
- Cllr Dean was at revision 5 with the questionnaire.
- Notes had not been taken at the previous meetings, due to misunderstanding Members of the CC thought the notes were being taken by the BC Officers; this has proved incorrect.
- Not the same members of the group are turning up each time so there is no continuity

The following was **agreed**

- A programme of dates for the group to meet should be put in place from November to February 2020

- Formalise the members of the meeting
- Cllr Dean will be Lead Cllr
- Dates to be agreed and published – this may be a task for the Comms committee
- Ensure that Officers from the BC attend all meetings
- Cllr Bartlett proposed to arrange a meeting with the Leader to talk about Bockhanger and will report back to the next council, the Chairman and Cllr Dean will be invited also to attend the meeting.

The chairman permitted a member of the public a chance to speak.

They highlighted that ‘they would like to represent themselves’ and not have the CC ‘generalise the comments. The Chairman replied stating he understood their concerns.

093/19 Ward Councillor Reports

1. Cllr Spain’s report was circulated prior to the meeting and taken as read. He commented that some of the problems they try to resolve at borough level can be frustrating in the time they take.
2. Cllr Iliffe reported that the applicant for the Hockey club have submitted an Appeal to the Planning Inspector.
3. Cllr Bartlett’s report having been previously circulated was taken as read.
4. Cllr Ovenden had sent her apologies and stated that she had nothing to report at this months meeting.

094/19 Open Session for members of the public.

There were no members of the public present having left after agenda item 092/19

095/19 Matters of General Interest

- Noted that the next Environment & Open Spaces committee will be meeting on 31st October.
- A suggestion that after the December council Meeting Councillors should have dinner at a local restaurant as so far members were only meeting when at meetings and it would it be nice to have a social event. This was felt to be a good idea, although it did depend on the length of the December meeting agenda.
- The Chairman handed out a short report on the consolidation of committee meetings to be discussed at the next full council meeting;
- Cllr Varney had attended the Area Committee of KALC at the Borough Council where a presentation on funding took place.
- The Policy on Co-option to the council could not take place due to time restraints.

096/19 Date of next Meeting and close

- The date of the next council meeting will be on Wednesday 13th November, there being no further business the meeting closed at 9.40pm