

# KENNINGTON COMMUNITY COUNCIL

## MINUTES– COUNCIL MEETING – 10th JUNE 2020

**74/20 To note those present and record any apologies.**

Members present - Cllr Alan Cooper, Cllr Alan Dean, Cllr Carole White, Cllr Charles Ellis, Cllr Nathan Iliffe, Cllr Chris Morley, Cllr Jane Martin, Cllr John Seaton, Cllr Justin Armitage, Cllr Mark Silvester, Cllr Paul Bartlett.

Also present Cllr Katy Pauly, the Clerk and 3 members of the public

Apologies - Cllr Chris Mendes (Work commitments)

**75/20 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda. None were declared.**

**76/20 To consider and adopt the Minutes of the Ordinary Meeting held on 11th March 2020 and if in order sign as a true record.** The minutes were agreed as a true record and signed by the Chair of Council.

**77/20 To consider and adopt the Minutes of the Ordinary Meeting held on 12th May 2020 and if in order sign as a true record.** Incorrect recording of Cllr Iliffe vote for Chair so manuscript change was made from John Seaton to Alan Cooper and then the minutes were then agreed as a true record and signed by the Chair of Council.

**78/20 To consider and adopt the Minutes of the Extraordinary Meeting held on 27<sup>th</sup> May 2020 and if in order sign as a true record.** The minutes were agreed as a true record and signed by the Chair of Council

Cllr Cooper proposed record a vote of thanks and nomination for Ashford Applause award to be put forward for Lucy Ellis and Christie Haggis for the COVID 19 scheme for Kennington Community Council. Seconded by Cllr Dean. This was agreed unanimously. Additionally a vote of thanks and appreciation for involvement for 118 volunteers for all playing their part.

**79/20 Planning**

a) **Chair's report - To note the committee Chair's report circulated prior to the meeting or orally to be given at Council and discuss and agree on all and any recommended actions.** Cllr Ellis advised following S2 planning agreement that the Planning Committee has decided to set up a working group of 5 made up of 3 Committee members, one further Councillor and at least one member of the public. After a short discussion it was agreed for Cllr Ellis bring a report back on this to Council 24<sup>th</sup> June.

b) **Housing Delivery Test - to agree that the Council requests that the Clerk appeals for KALC/NALC/LGA lobby the Government regarding its Housing Delivery Test policy and request that it be suspended until 2022. (A draft email on this has been circulated).** It was proposed by Cllr Ellis and seconded by Cllr Cooper and further agreed by vote of 7 for and 4 against, therefore carried this letter be sent by Clerk to KALC, NALC, Damian Green MP and LGA.

**80/20 Public Open Session For members of the public to ask questions regarding items on the agenda.** No public wished to speak.

**81/20 Finance:**

- a) **Council to approve the payments in the schedule circulated by the RFO.** There were no payments to sanction following an error seen with the Scribe invoice received.
- b) **Bank Mandate: Council to agree to remove Councillor Brian Varney and add Cllr Alan Dean to the Metro Bank mandate for cheques and for electronic banking.** Agreed unanimously and Clerk to action with Cllr Dean. Cllr Dean to take role as per Brian Varney as verifier.
- c) **To note the bank balance and reconciliation for March and April.** The Clerk reported orally.

Cllr Seaton asked that this information be provided in writing to the Council. The Clerk advised this would be actioned and written and recorded within the minutes.

Balance c/a at 29/02/2020	£84,696.93
Receipts to c/a	£40.00
Expenditure from c/a	£6,606.22
Inter account tfrs	£50,000.00



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Balance c/a at 31/03/20	£28,130.71
/less uncleared cheques/on-line payments	£348.00
<b>Funds available at bank – c/a</b>	<b>£27,782.71</b>
<b>Funds available at bank – d/a</b>	<b>£50,000.00</b>
<b>Funds available at Equals – Purchasing card</b>	<b>£876.66</b>
<b>Total Funds available 31/03/20</b>	<b><u>£78,659.37</u></b>

Balance c/a at 31/03/20	£28,130.71
Receipts to c/a	£50,000.00
Expenditure from c/a	£296
Inter account tfrs	£10,000.00
<b>Balance c/a at 30/04/20</b>	<b>£67,834.71</b>
/less uncleared cheques/on-line payments	£0.00
<b>Funds available at bank – c/a</b>	<b>£67,834.71</b>
<b>Funds available at bank – d/a</b>	<b>£60,032.80</b>
<b>Funds available at Equals – Purchasing card</b>	<b>£816.88</b>
<b>Total Funds available 30/04/20</b>	<b><u>£128,684.39</u></b>

Balance at 30/04/20	£67,834.71
Receipts to c/a	£0.00
Expenditure from c/a	£7,545.57
Inter account tfrs	£40,000.00
<b>Balance at 31/05/20</b>	<b>£20,289.14</b>
/less uncleared cheques/on-line payments	£0.00
<b>Funds available at bank – c/a</b>	<b>£20,289.14</b>
<b>Funds available at bank – d/a</b>	<b>£100,045.00</b>
<b>Funds available at Equals – Purchasing card</b>	<b>£521.03</b>
<b>Total Funds available 31/05/20</b>	<b><u>£120,855.17</u></b>

- d) **To consider oral report from the RFO on closing the 2019-20 annual accounts.** The Clerk advised that the internal initial audit would happen on 16<sup>th</sup> June, with the formal review to happen mid-July date tbc. Deadline for external audit with PFK Littlejohn 28<sup>th</sup> August.

Councillor Ellis left the meeting at 19.48

- 82/20 Communications within the Council - to consider and agree that Council is to draw up a code of best practice for communicating informally between councillors, which will be complimentary to the Council's Code of Conduct and fully compliant with Standing Orders and the Local Government Acts. Council to agree to appoint a task and finish group of 3 members to coordinate work on this in conjunction with the Clerk. Motion proposed by Cllr Cooper. No seconder. Motion falls.**
- 83/20 Independent external review - to consider and agree (following the decision of Council) to initiate an external review, Council to invite the Clerk to issue an invitation to tender drawing on the content of the outline terms of reference circulated with the agenda for this meeting and taking account of the discussion in Council. Proposed by Cllr Cooper and seconded by Cllr Dean. It was agreed with majority 9 in favour and one 1 abstention, that after document amended for request to quote rather than to tender, Clerk to look for quotes when a further discussion can then take place as to whether**

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this should happen now or further down the line. With cost to then consider also a further discussion can take place at Council for when this should be carried out if not this year.

**84/20 Communications - to consider a report on behalf of the Communications Committee into current Communications and recommended steps and**

**a) to note the report (circulated). Noted by all**

Surgeries – agreed at Council that Clerk co-ordinates surgeries being carried out and when and whom so as a record can be kept and surgeries are not at conflicting times. Councillors to advise Clerk accordingly.

Items for consideration for future agendas 1) Community Warden scheme – can this be reviewed to see what needs to be done for this to come to the Urban area 2) Parish Handyman – re-examine with other Parishes 3) Road safety issues report from Cllr Seaton and Cllr Morley following their initial work on this item 4) Follow on from our current COVID support scheme as lockdown restrictions

**b) to approve the proposal to enable the Communications Committee to prepare and implement a series of Facebook and Twitter Posts in liaison with the Clerk and press releases to promote the following:**

- Big Burton S2 and the Council response
- Little Burton Farm sewage issue
- Covid 19 Volunteer Group
- Grant fund process
- Bockhanger Community Hub
- Road safety issues with Kennington School and disabled parking bays.

Facebook posts - proposals unanimously welcomed as above for communication with consultation with the Chair and Clerk prior to being published. Work from all Community and Borough Councillors to fully engage and also provide information/posts where and whenever available to keep residents updated and fed information on a continual and constant basis.

**c) To approve the work for the creation of the first Newsletter that will be brought back to the next Council meeting. Suggested content for discussion:**

- introduction to Councillors with contact details
- What the Council does- clarify the differences in the different layers of Local Government
- Covid 19 including focus on volunteers
- Grant funding process
- Viewpoint invitation on Big Burton and the Councils position
- Community Hub at Bockhanger
- Local Historical feature

Newsletter - proposals supported fully again work from all Community and Borough Councillors to fully engage and also provide information/posts/pictures/profiles/contact details where and whenever available to keep residents updated and provided relevant and pertinent information. Delivery date anticipated end of July. Communication team to prompt Councillors in order for deadlines to be reached.

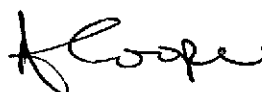
Clerk to work with all to ensure all communications, articles, news stories, posts are published as will be in the interest of the community and will only put hold on where items need to be reworded and Clerk will provide reasons should this ever need to happen. The Clerk will then work with to ensure with revisions the item can be published.

Items submitted by Councillors not on the Communications working groups if once editing has been actioned by them, part of the procedure be that this is then passed for proof reading back so as to ensure that within the this process inadvertently – something has not gone wrong in the editing.

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- 85/20 Committee members position - to note a report on Council Committees including Councillor places, members and vacancies and Non-Councillor, members, places, and vacancies.** Circulated reported noted by all.
- 86/20 Personnel and Development - to note an oral update from the Committee Chair.** Following the P&D committee held just prior to this meeting, Cllr Carole White was elected as Chair.
- 87/20 Email address – for Councillors to discuss and agree a date for which the new councillor.gov.uk addresses are used from. Any Councillors that do not wish to use this address to advise the Clerk in order for the licences to be reused for new Councillors or cancelled. The Clerk will then circulate revised contact details as appropriate before agreed changeover date.** Due to time restrictions agreed for virtual meetings, this item was not discussed and will be on next Council agenda,
- 88/20 Councillor Resignation - to note resignation of Brian Varney from the Council**  
At the opening of the meeting the Chair announced the resignation of Brian Varney from Council and a note of thanks voiced for his dedication and contribution to Council following his election in May 2019.
- 89/20 Matters of General Interest.** Councillor Bartlett mentioned a report sent to Clerk to circulate; the Clerk advised not as yet received. Clerk to circulate upon receipt. Cllr Bartlett invited Councillors to contact him offline re this update and advised that all detail can be used in in communications and newsletter.
- 90/20 Date of next meeting:** Next Council meetings 24<sup>th</sup> June 2020 and 8<sup>th</sup> July.
- 91/20 Close of Meeting.** The meeting closed at 20:16.

A handwritten signature in black ink, appearing to read 'Floore', is positioned in the lower right quadrant of the page.