



An Ordinary Meeting of the above Council was held on Wednesday 10th November 2021 at 7.00pm at the St Marys Community Centre

- 253/21 To note those, present and record any apologies.**
Present: Cllr Alan Cooper (Chair), Cllr Paul Bartlett, Cllr John Seaton, Cllr Jane Martin, Cllr Shafi Khan, Cllr Chris Morley, Cllr Charles Ellis, Cllr Ellie Crook
Apologies: Cllr Carole White, Cllr Mark Silvester, Cllr Sue Huntley, Cllr Justin Armitage, Cllr Nathan Iliffe, Cllr Simon South
Also Present: 1 member of the public, Peter New (Neighbourhood Watch), Adam Brookes (PCSO) and Josh Anti-Social Behaviour, Kent Police
- 254/21 To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.**
None were declared.
- 255/21 To consider and adopt the Minutes of the Ordinary Meeting held on 13th October 2021.**
Agreed: The minutes were agreed and signed by the Chair.
Action: Clerk to publish on website.
Noted: Clerk to ensure circulated as per Standing Orders.
- 256/21 Public Open Session for members of the public who may make representations, answer questions, and give evidence regarding items on the agenda or to suggest issues for discussion at a future meeting.**
No public present wished to comment on items on the agenda at this time.

The meeting at this time moved to 262/21 reports from the Neighbourhood Watch and the PCSO to allow them if required to leave the meeting if called away.
- 257/21 Finance:**
- 1) Payments - Council to authorise and note payments made as per document (circulated).**
Agreed: Payments agreed with one abstention.
Action: Clerk to make payments with cheques via current signatories as soon as possible.
 - 2) Bank Reconciliation – Council to note bank reconciliation as at 30.09.21**
Noted: Councillors noted position as at 30.09.21
 - 3) Budget 2021/22 – Council to take note of suggested items for next year’s budget and make comment so as can be reviewed by FGP on 17.11.21 and brought to Council for decision in December and onward submission to ABC for January 1st.**
Noted: Councillors noted.
Agreed: Councillor to advise if there are items required not showing to the Clerk that should be included. No Councillors asked for consideration of inclusion of an item at this time.
Action: Councillors to advise the Clerk of any items not currently within the budget before December Council.
 - 4) Council to agree to open an additional account for Allotments to accept incoming payments within the current banks group of accounts as per present set up and signatories.**
Agreed: Unanimously agreed for the Clerk to investigate banking opportunities to allow this with a no further cost to the Community Council.
Action: Clerk to investigate and work with Finance and General Purposes and current signatories



258/21 Bybrook-Bockhanger Community Facility:

- 1) To consider a collective response to the ABC feedback survey, to comment on the draft and to approve the Clerk, in conjunction with the Chair and the Chair of the Bybrook-Bockhanger Community Facility Committee, to finalise the text and convey it to the ABC Chief Executive.**

Agreed: Response as written to be sent from Clerk with help with assistance from Cllr Alan Cooper to include a letter to Gerry Clarkson inviting to attend a walk around the area.

Action: Cllr Cooper to work with Clerk on accompanying letter to send to ABC with response to survey

Action: Cllrs encouraged to individually send in their responses to survey

- 2) To review the further revision of the draft Business Plan and delegate finalisation to the Committee.**

Agreed: Councillors to write into the Clerk and Bybrook Bockhanger Committee members with comments so as can be reviewed by this committee and finalised, for update to be sent to Ashford Borough Council as soon as is possible.

Action: Councillors to write in with comments and additional thoughts to those mentioned re multi deprivation figures, so as can be reviewed by Committee, and updated version sent to Ashford Borough Council.

- 3) Council to consider taking out a subscription to ACRE (Action on Communities in Rural Kent) to access advice on Community Halls and potential funding streams (estimate: £105.00 per year).**

To Note: This item was not discussed and will be added to next Council meeting for consideration.

259/21 Newsletter November 2021:

- 1) Council to consider and agree the draft newsletter and approve its publication**

Agreed: The proposed content of the newsletter was unanimously agreed with the additional of a recyclable symbol being added where best appropriate

- 2) To agree the Clerk with the Chair of Council take forward re the publication and paid distribution to all residents within an overall maximum cost of £2000 once a sufficient number of quotes have been received.**

Agreed: Chair of Council and Clerk to work to best suitable price and delivery of the newsletter

Action: Clerk to provide sufficient quotations from Companies in order for an informed decision to be made on printing and delivery before Christmas to not exceed as detailed above.

260/21 Policy for Co-opting a Councillor – Council to consider and agree to adopt the policy as circulated.

Agreed: Approved with 7 Councillors in favour, 1 abstention

Action: Clerk to add policy to website once recent applications for Councillor vacancies have been decided at December meeting.

261/21 December meeting after gathering – Council to agree to the clerk arranging a small selection of refreshments post meeting with a budget of £100.00

Expenditure not approved.

262/21 Monthly Reports: To consider/note information received relevant to the Council and agree any action necessary.

- 1) Correspondence received. Noted.**
- 2) Ward Councillor Reports. Noted taken as circulated and read.**
- 3) Neighbourhood Watch. Noted (This item was taken after item 256/21).**
- 4) PCSO. Noted (This item was taken after item 256/21).**

263/21 Action log: Council to review action log, to discuss developments for items to then to be considered for motion for the next or future meeting or to note and be recorded as complete.

Agreed: Agreed all Councillors to read and reply to Clerk with updates and actions complete before



COUNCIL MEETING MINUTES- agenda published 5th November 2021

next Council meeting papers are circulated.

Action: All Councillors to review and advise the Clerk before next meeting papers are circulated.

- 264/21** **Date of next meeting.** Council to note 15th December (Agenda items and papers please by Friday 3rd December).
Agreed: Next meeting to be 15th December, with agenda items to be received by the Clerk by close of business Monday 6th December.

Councillor Jane Martin left the meeting at 20:30.

- 265/21** **Items for inclusion on the forthcoming agenda/s.** *Items currently include Vexatious Policy, Litter Bins Update, School Parking Update, Grasmere Road Town Green, Beecholme Drive Town Green, Public Phone Box Adoption, Code of Conduct – Autumn-December, Committee Structure/Terms of Reference/Committee Membership – September, Maximising IT Working/Task and Finish Group, Training and Development Policy, Scheme of Delegation, Advisory Meetings and Policy revision Planner*
Agreed: Land Commission, Street Lighting, and lack of street lighting to be included as a future agenda item.
Action: Councillors to send motions to Clerk for then addition to agenda.

- 266/21** **To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972. This item and the following two will take place by 8.15pm if not already reached before this time.**
Agreed: Members of the public were excluded.

- 267/21** **Allotments Signage – Council to consider and agree to provider and cost for the new signage at Allotment sites following transfer.**
Agreed: Unanimously of those Councillors present to agree to quotation as listed as Option 3, for 2 new signs to be ordered.
Action: Clerk to order

- 268/21** **Close of Meeting.** The meeting closed at 20:46.