

KENNINGTON COMMUNITY COUNCIL

COUNCIL MEETING MINUTES



An Ordinary Meeting of the above Council was held on
Wednesday 11th August 2021 at 7.30pm, at the Kennington WI Hall.

- 184/21 To note those, present and record any apologies.**
Members: Cllr Alan Cooper (Chair), Cllr Charles Ellis, Cllr Chris Morley, Cllr Eleanor Crook, Cllr Paul Bartlett and Cllr Sue Huntley
Also Present: Cllr Howard Turner (Bybrook) and the Clerk
Apologies: Cllr Jane Martin, Cllr Carole White, Cllr Justin Armitage, Cllr Nathan Iliffe, Cllr Mark Silvester, Cllr John Seaton, Cllr Shafi Khan. Apologies also received from Cllr Diccon Spain (Bockhanger), Cllr Katy Pauley (Conningbrook and Little Burton), Cllr Winston Michael (Goat Lees), Adam Brooks (PCSO).
- 185/21 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.**
Cllr Ellie Crook noted an Other Significant Interest re agenda item 191/21, Cllr Morley advised a Voluntary Interest re the Parish Rooms part of the Clerk correspondence report agenda item 198/21
- 186/21 To consider and adopt the Minutes of the Ordinary Meeting held on 21st July 2021.**
Agreed: Resolved the minutes circulated with amendments prior to the meeting, were approved unanimously and were declared a true record and signed by the Chair.
Action: Clerk to provide signed minutes along with mandates to Metro bank for Cllr Leavey and Cllr Khan to become authorised signatories
Action: Clerk to advise Cllr Leavey and Cllr Khan action completed and ask for them to attend the bank with identification before September Council.
- 187/21 Public Open Session For members of the public to ask questions regarding items on the agenda.**
No members of the public were present.
- 188/21 Casual vacancies: Council to agree to advertise for candidates for applications in the ward of Bybrook**
1) Council resolves to seek to co-opt a member for Bybrook to that end invites applications to be the Clerk by 01 September 2021.
Agreed: Resolved as agreed unanimously as proposed.
2) to agree to advertise for candidates for applications in the ward of Bybrook (Applications to be posted as soon as possible).
Agreed: Resolved as agreed unanimously as proposed
Action: Clerk to advertise vacancy asap via forms of promotion, Facebook, Website and contacting previous applicants
3) If no applications are received, a further advert push and an extension until 2nd October. (Applications to be posted as soon as possible).
Agreed: Resolved as agreed unanimously to action as proposed only if no applications are received with deadline.

Signed:

Dated: 8.9.21

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189/21

Finance:

1) Payments - Council to authorise and note payments made as per document (circulated).

Name	Reason	Gross
Staff	Salary	£1748.87
HMRC	PAYE and NI	£611.21
Clerk	Expenses	£20.46
Staff	Clerk Pension	£119.23
Clerk	Homeworking allowance	£26.00
Giff Gaff	Mobile phone - Clerk	£6.00
Metro	Bank Fees	£20.00
Microsoft	MS365 licences	£79.68
Sainsburys	Food Donations	£45.00
Freshfare	Food Donations	£100.00
Epson	Printing	£3.49
KALC	Training courses	£42.00
Kennington Wf	Room Hire (21/07)	£30.00
ICO	Data Protection	£35.00
Scribe	Accounts System	£561.60

Action: Clerk to make payments as soon as possible.

2) Financial Year 2021/22 - To note expenditure and income to date and bank reconciliation to note as at 30/06/21. Noted by all.

190/21

Defibrillators: Council is requested to approve the following recommendations (circulated document):

a. To agree outline approval for purchase of up to three defibrillators with cabinets, to a specification equivalent to that in para 2, not exceeding £1350 each = £4050, for installation in the sites proposed in para 5, and subject to the Clerk obtaining up to three quotes to ensure value (see circulated document)

Agreed: Resolved as agreed unanimously as proposed

b. To agree that the Clerk will strive to obtain three quotes for installation including electrical installation, estimated at £250 per site = £750

Agreed: Resolved as agreed unanimously as proposed

Action: Clerk to obtain quotes as required. Noted no electrical costs required at Spearpoint or Co-op.

c. To authorise total budget not exceeding £4800 excl VAT, expiring on 31 March 2022

Agreed: Resolved as agreed unanimously as proposed

Action: Clerk to arrange appropriate budget line

d. To agree that the Clerk will have delegated authority to place orders not exceeding this value and will arrange installation at the agreed sites

Agreed: Resolved as agreed unanimously as proposed

Action: Clerk to order defibrillators and cabinets as appropriate and outlined

191/21

Town Green application (Land at The Pasture): Council to receive an oral update on progress and authorise the Clerk in consultation with the Chair of the EOS Committee to make a submission to Kent CC in response to the landowner's submission, drawing on arguments already put forward by the Council, supplemented as necessary by additional information.

Agreed: Resolved as agreed unanimously as proposed

Action: Cllr Morley and Clerk to put forward submissions as required on behalf of Kennington Community Council

192/21

Queen's Green Canopy (QGC) (circulated document): Council is requested to consider and approve planting specimen trees to commemorate HM Queen Elizabeth's Platinum Jubilee, and other opportunities for planting trees and hedges in Autumn 2021

Noted: Cllr Seaton had asked Council to discuss whether this could be linked to establishing a Community Garden. Council endorsed the concept and asked for preparation of a proposal at a future meeting.

Signed:

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Dated: 8.9.21

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Action: All councillors to seek to identify potential sites for such a garden and to share any information they have on example of Community Gardens in other parishes.

Action: EOS to seek to work up a proposal with Cllr Seaton.

Action: Clerk to arrange appropriate budget line

Action: Clerk to arrange purchase of tree sapling in conjunction with Cllr Chris Morley

193/21 Bulk purchase of daffodils (circulated document): Council is requested to consider and approve purchasing one bulk bag (20kg/300 bulbs) of daffodils for distribution to up to 3 local groups for planting in public areas

Agreed: Resolved as agreed unanimously as proposed with the Clerk delegated to identify appropriate budget line for the expenditure.

Action: Clerk to arrange appropriate budget line

Action: Clerk to publicise Council's decision and arrange purchase of bulbs

194/21 Bybrook-Bockhanger Community Facility: Council to take note of the report of discussions with ABC officials on the next phase of public consultations and the date proposed for these – 29 September from 17.00-19.00

Noted: Noted by all ABC proposed an online event

Action: Cllr Crook and Cllr Ellis to contact other members of the Bybrook-Bockhanger Community Facility Committee to consider arranging a working group meeting

Action: Cllr Morley to forward to Cllr Cooper and the Clerk the approximate costings he had provided to the previous Chair for equipment required to allow online access to face-to-face Council meetings.

Action: Clerk to consider whether these fall within delegated powers and if not bring a proposal to next suitable meeting.

195/21 Budget/precept planning – FGP WG recommendation: Council agrees to set up a steering group to advise the RFO on preparation of the draft 2022-23 budget, consisting of Chair and Vice Chair of Council plus Chairs of current committees (plus a volunteer from the Bybrook-Bockhanger CF Committee which currently has no chair).

Agreed: Council agreed to set up of this advisory group

The meeting moved to agenda item 197/21 in order for Council to note that the review recommended considering the committee structure but did not make any recommendations on what structure would be suitable.

196/21 Committee Structure: Without prejudice to the decision to be taken in September on the committee structure, Council is invited to take note of the preliminary draft terms of reference of two committees and to comment on these, either orally or by email by 19 August.

Noted: Noted by all

Action: All councillors to notify Clerk and Cllr Cooper of any comments on the draft by 19th August

197/21 Organisation Review: Council to take note and comment on the draft implementation plan for recommendations in the Organisation Review.

Agreed: A report should be prepared for October Council identifying what would be needed to meet Foundation Award status and what the gap is between that and the Council's current position.

Action: A report to be prepared for October Council on the Local Award Scheme and our current status for achieving

The meeting moved back to item 196/21

198/21 Council Monthly Reports: To consider/note information received relevant to the Council and agree any action necessary.


1) Correspondence received.

2) Ward Councillor Reports

Agreed: Cllr Sue Huntley and Cllr Chris Morley to represent Council in ABC's forum which meets next on 13 September and to liaise with Council when the subjects on the agenda are known

Action: Cllr Sue Huntley and Cllr Chris Morley to liaise with Council on ABC's forum agenda items as appropriate

Action: Clerk to advise ABC of Councillors to attend.

Signed: 

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- 199/21 Newsletter: Council is invited to discuss whether it wishes to produce a second newsletter, the practicalities, timing etc and to take note of topics that could be included in any newsletter.**
Discussed: There is benefit in one or two newsletters delivered to all households each year and one of these should incorporate in the Council Tax demand. Shorter newsletters with around three items could be prepared electronically, if possible at monthly intervals; Sway software available as part of Microsoft 365 can be used for this. As well as building up a mailing list of email addresses, Facebook announcements with the link to the newsletter on the Council's website can be adopted. A paper newsletter in the autumn could focus on the B-B consultation and the 20-mph zone scheme.
Action: Cllr Crook agreed to encourage member of the Communications Committee to arrange a working group meeting to discuss this.
Action: Cllr Morley agreed to prepare a short note on Sway.
- 200/21 Freedom Of Information Request : Council to take note of current status.**
Noted: Current status suggests that there were no written quotations or written invitations to quote, for the website development.
Action: Cllr Nathan Iliffe and Cllr Sue Huntley to conduct a review to cover the issues and assist the clerk with the response to outstanding correspondence.
- 201/21 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 next Council meeting.
- 202/21 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.**
This agenda item was not required.
- 203/21 Items for inclusion on the next agenda.** *Items currently include Vexatious Policy, Litter Bins Update, School Parking Update, Grasmere Road Town Green, Beecholme Drive Town Green, Public Phone Box Purchase, 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, Crime Prevention Working Group update, Advisory Meetings and Policy revision Planner*
- 204/21 Date of next meeting.** The next meeting confirmed as 8th September. Agenda items and papers please by Friday 27th August.
Action: Clerk to arrange for next meeting to be at St Marys at earlier time of 7pm.
- 205/21 Close of Meeting.** The meeting closed at 21.06

Signed: