

Waltham Parish Council

EST. 1894

Minutes of the Parish Council Extra-Ordinary Meeting held on 30th July 2019 at Waltham Village Hall

Present: Parish Councillors: John Barry, Jane Robinson, Sue Browne, Ben Grillet and Carolyn Lawrence.
City Councillor Robert Thomas
Parish Clerk: Tony McCord.

There was one member of the public present.

Meeting commenced at: 19.35.

It was announced that due to the sensitive nature of discussions Press and Public would be excluded for item 19/20.0062.

19/20.0052. To receive and approve apologies for absence:

There were no apologies for absence.

19/20.0053. To receive declarations of interest:

Councillors J Barry, J Robinson, and S Browne declared an Other Significant Interest regarding Item 13 on the agenda. As their exclusion would impede transaction of business all three had followed due process and requested Council to approve a Dispensation until May 2023. Council unanimously **Resolved** to approve the requests.

19/20.0054. To approve the minutes of the meeting held on 2nd July 2019:

The minutes were deemed to be a correct record of Resolutions and were approved.

19/20.0055. Matters arising from previous minutes not covered by the agenda:

There were no Matters Arising.

19/20.0056. Public Session: To receive questions and comments from the public:

There were no questions or comments.

19/20.00357. To receive reports from County and City Councillors:

City Cllr Robert Thomas presented a summary of recent City Council activities:

- The first cycle of post-election meetings had been completed.
- East Kent Housing performance issues are being addressed with consultations on how to move forward.
- The refuse collection service contract with Serco ends in 2021 and arrangements are being made to bring the service back 'in house' via a local authority trading company.
- The Council has declared a climate emergency with the intention to improve the carbon footprint.
- The Corporate Plan and the Local Plan are under review.
- Voluntary agreements between the City Council and Parish Councils are to be reviewed.
- A nature reserve is to be developed at Wincheap.
- There are plans for a new GP surgery development on the K&C site.

- General discussion ensued on traffic concerns in the City.

19/20.0058. The General Power of Competence:

The National Training Strategy's PowerPoint presentation had been previously distributed to Members with particular reference to Waltham Parish. It was noted that the Parish Council fulfilled all the criteria for adopting the Power, and its use would increase potential for influencing the way that services are delivered and in shaping relationships with partner authorities on the devolvement of power from central government. City Cllr Thomas offered supportive comments throughout the discussion. It was proposed by Cllr Robinson that the Power be adopted, seconded by Cllr Lawrence and **Resolved** by a unanimous vote.

19/20.0059. Financial Matters:

a) To note the Parish Councils financial position:

The Responsible Finance Officer gave a brief year to date overview. Receipts £9,792.65; Payments £3,023.06; Balance in accounts £18,032.05. The projected balance at year end is estimated at £8,502.14. It was **Recommended**:

- That the unrestricted contingency reserve be uplifted to £4,000.
- That a formal Reserve Policy be introduced.
- That a Restricted Reserve is identified pending Lease discussions.

It was unanimously **Resolved** to approve the recommendations

Action: Clerk/RFO

b) To authorise any payments:

The Clerk/RFO presented a payments schedule for Member consideration:

Payment Schedule

Date	Payment Summary	Cheque No:	Net Amount	VAT	Gross Amount
30/07/2019	PCC Grant (Grass cutting)	621	£850.00	0	£850.00
30/07/2019	WRSA Grant (CFF)	622	£2,040.88	0	£2040.88
30/07/2019	VHT Hall Hire invoice	623	£120.00	0	£120.00
30/07/2019	Village Hall Maintenance Grant	624	£1,350.00	0	£1,350.00
30/07/2019	Clerk Salary & Expenses for July	625	£212.60	0	£212.60
30/07/2019	CCC invoice (parish council elections)	626	£72.66	0	£72.66
30/07/2019	Clerk Salary adjustment from 1 st April	627	£19.20	0	£19.20
Total Payments			£4,665.34	0	£4,665.34

After careful consideration it was Resolved to approve the schedule and all payments were authorised in accordance with Councils Financial Instructions.

Action: Clerk/RFO

19/20.0060. Planning Matters

- a) CA//19/01360. Whiteacre Farm. It was Resolved not to object to the proposal.
- b) CA//19/01456. Podlinge Farm. It was Resolved not to object to the proposal. **Action: Clerk**

19/20.0061. Highways and the Environment.

- i) A check on the KCC Parish Portal indicates several new items on the Portal. All are being addressed.

- ii) The Clerk offered to rearrange the meeting with KCC planned earlier this year.
Approved. **Action: Clerk**

19/20.0062. Risk Management Policy.

Having previously been circulated the draft policy was presented for Member consideration. It was noted that a more detailed version is required in order to comply with current legislation. Following discussion Members unanimously **Resolved** to approve the policy. **Action: Clerk**

19/20.0063. Any other items for information purposes only.

As he was present at the meeting Les Leslie, Chairman of Waltham Village Hall Charity, was invited to give Members an update on progress relating to the purchase of the freehold.

Due to the sensitive nature of the information Members passed a Resolution to exclude the Press and the Public before business was taken under the next item.

19/20. 0064. Other Urgent Business to be heard following exclusion of the Press and the Public.

Having heard the Village Hall Chairman's report Members discussed the current situation in detail. It was unanimously **Resolved** that:

- Waltham Parish Council supported in principle the Village Hall charity's aspirations to purchase the lease earlier rather than later.
- The Village Hall Trustees be invited to submit a grant application under the Parish Councils Grant Funding Policy.
- The Parish Council will establish a Restricted Reserve of up to £4,000 while awaiting the application.
- The Parish Council will explore a range of options including the possibility of negotiating a loan from the Public Works Loan Board.

Members also **Resolved** that the Clerk / RFO should coordinate arrangements, keep Members informed and maintain a written record of proceedings. **Action: Clerk / RFO**

The meeting concluded at 10.10 pm.

Next Meeting to be held on Tuesday 3rd September commencing at 7.30 pm in the Village Hall.