

MINSTER-ON-SEA PARISH COUNCIL

Minutes of the Ordinary Council Meeting of Minster-on-Sea Parish Council (MPC) held at Minster-on-Sea Parish Council [Public Office], Love Lane, Minster-on-Sea ME12 2LP on Thursday 19th January 2023 from 7 pm to 8.55 pm.

Present	Councillors: Mr. M. Hawkins, Mr. E. Jayes (Chair), Mr. T. Nundy, Mr. B. Pointing Mr. K. Pugh, Mr. J. Stanford, Mrs J. Stimson, Mr. M. Tucker, and Ms. D. Wooster (Vice-Chair)
Not present	Cllr. Mr. K. Ingleton .
Quorum:	4
Other attendees	Officers: Trish Hamilton (Parish Clerk and Responsible Financial Officer) and Mrs. Donna Swarbrick (Administration Assistant)
Also present:	Mr Jim Jevess, General Manager, Age UK Sheppey (Guest Speaker) and 1 resident.

2022/89 Emergency Evacuation Procedure: The Chair advised the meeting of the evacuation procedures to follow in the event of an emergency.

As a mark of respect, all present observed one minute's silence in memory of Honorary Alderman Adrian Crowther. This was followed by time for individuals who shared their memories of the departed.

2022/90 To receive apologies and grounds for absence

Resolved with apologies noted from Minster-on-Sea Parish Councillor Mr. P. MacDonald (undisclosed health reason). Also received and accepted were apologies from Jacqueline Swan, Kent Community Warden (other work commitment) No other apologies were received.

2022/91 To receive any declarations of interests from Members –

The Chair asked Members if they have any interests to declare in respect of items on this agenda, under the following headings:

- (a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.
- (b) Disclosable Non-Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.
- (c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

Other relevant advice : Under the Localism Act 2011, sections 26-34 regarding councillors' conduct in relation to interests and the registration and declaration of them, it is an offence without reasonable excuse to fail to declare a disclosable pecuniary interest or to speak in relation to a declared pecuniary interest or to take any steps in relation to a matter in which they have declared an interest. Councillors need to be aware of the requirement to be transparent about the existence of certain financial and

personal in voting on matters where a financial or other interest exists.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which they may have in any item on this agenda, they should seek advice from the Clerk as early as possible, and in advance of the meeting

Resolved as follows:- Cllr. Jayes declared a non-pecuniary interest in Agenda Item 2022/96 on the matter of planning applications. He is Vice-Chair of Swale Borough Council's Planning Committee. As such, he abstained from the discussion and voting on planning applications to comply with the regulations and avoid any risk or perception of predetermination.

Cllr Tucker declared a non-pecuniary interest in Agenda Item 2022/97 (ii) (iii) related to the Minster (Sheppey) Cricket Club grant application. He is Trustee and Chair of the Community Amateur Sports Club. In line with (b) above, he availed of his right to stay, speak and vote on the matter.

2022/92 Minutes

Resolved the Minutes the Ordinary Council Meeting Minutes dated 15th December 2022 (Minute Nos.77 to 88 / pg. Nos. 257 - 261) [circulated] be taken as read, approved and signed by the Chair as a correct record. Cllrs. Nundy and Pugh abstained from the vote due to not being present at that meeting.

2022/93 Matters Arising (For Information Only) included :-

Update on work being progressed.

2022/94 Update from Partners

Kent Police [circulated]

Kent Police PCSO Lauren Bolt replaces David Ansbro alongside PCSO John Cork who will cover the parished area. Report [sent separately]

MPC emphasized how valuable it found Kent Police's monthly reports as they provide a clear picture of what's happening in the parish and identified any worrying trends. This message will be relayed to Kent Police senior management. A suggestion that the Sheppey Area Committee would be the ideal forum for the new Kent Police Inspector Vanessa Foster and / or Sergeant Ryan Chase to attend to report to on what's happening in the area will be passed on via Cllr. Ingleton who chairs that Committee.

Kent Community Warden [circulated]

Resolved with the reports noted.

2022/95 Public Forum included:-

1. A thank you from a resident to MPC for supporting the work of SATEDA (Swale Action to End Domestic Abuse)
2. Concerns about pot holes on the approach to Barton Hill Roundabout (RAB) from Cowstead RAB going in an easterly direction were noted. Fault report to be submitted (Ref. 689062)
3. The deterioration of a speed hump in Seaside Avenue was noted with bricks needed replacing. A request for repair will be submitted. (Ref. 689042)

Resolved with the representations and action noted.

2022/96

To receive the Committee Minutes / Reports including decisions taken under delegated authority and to consider recommendations where specified.

- Planning and Transportation Committee – 5th January 2023 [circulated]

Resolved that the minutes be received and recommendations where specified agreed.

2022/97

Finance and Expenditure

Finance

- i. To consider the Financial Report [circulated]. This included an explanation on the adjustments to staff salaries in line with the National Salary Award 2022 - 2023 which was supported.

Resolved that the report be noted by Members in compliance with current legislation including the Local Government Act 1972 S. 101, 135, 137, 150(5), the Accounts and Audit Regulations 2011, the Freedom of Information Act 2000, the Data Protection Act 2018, General Data Protection Regulation 2018 etc., (ii) that all items relating to income and expenditure be agreed including the staff salary adjustments and (iii) that the Chair, Vice-Chair verified that the figures presented in the report agreed with those listed in the bank statements. All the above as outlined was resolved via a proposal from Cllr. Wooster, which was seconded by Cllr. Stanford and carried.

Expenditure

- ii. To consider a motion from Cllr. Elliott Jayes to support an application to the Parish Council's Agency Led [Cost of Living] Crisis Support Fund for £7,503. The bid comprises of providing 286 meals to vulnerable Minster residents aged over 50, transportation to and from the Day Centre including food and activities, staff cover and project publicity costs as detailed on the application form (Age UK Sheppey Representative Mr. Jim Jeyes will present the bid) [circulated] **Resolved:** Although there is no legal power available to local councils to currently address welfare issues per se, it could be argued that under what constitutes 'life saving' the Council could refer to the Public Health Act 1936, s.234 for support. Notwithstanding, the Council can legally do this under the GDC below. On this understanding, Cllr. Jayes proposal was seconded by Cllr. Tucker and carried that the expenditure be approved. In addition, it was agreed that the money be taken from the Council's reserves and released during this financial year to alleviate suffering during a period of national / local crisis.
- iii. To consider an application from the Minster (Sheppey) Cricket Club to the Parish Council's Agency Led [Cost of Living] Crisis Support Fund to part-fund the installation of solar PV Panels to the clubhouse, changing rooms and equipment store roofs to generate electricity for the club for £10,983.33 being 1/6th of the total project costs. (Minster Cricket Club Chair Mr. Mark Tucker will present the case) [circulated] **Resolved:** In accordance with the Local Government (Miscellaneous Provisions) Act 1977, s.19 which allows the Council to contribute to the expenses of any voluntary organisation that provides sports and recreational facilities in or outside the Council's area it was proposed by Cllr. Pointing seconded by Cllr Pugh and carried that the expenditure be approved. The amount agreed will be £5,491.66 NOT the original amount requested due to the cost of the project having been reduced due to alterations to the plans. That reduction will be explained by Minster Cricket Club in an amended application and subject to meeting the criteria, the funding released thereafter

Clerk's advice: All of the above complies with the General Power of Competence (England) (GPC) as defined by the Localism Act 2011, ss 1-8 which enables MPC as an eligible council to do anything subject to statutory prohibitions, restrictions and limitations which include those in place before or after the introduction of said power. Although MPC can use this power as its first and only resort, it tries to ensure whenever possible that it has the backing of a second power as seen above. This should assure residents that the Parish Council conducts the most rigorous tests before approving expenditure.

2022/98

To set dates and times for the following :-

- Finance and General Purposes Committee – Thursday 16th February 2023 (7 pm)
- Ordinary Council – Thursday 23rd February 2023 (7 pm)
- Planning and Transportation Committee – Thursday 2nd March 2023 (7 pm)
- Community, Heritage and Environment – Tuesday 7th March 2023 (10 am)
- Ordinary Council – Thursday 23rd March 2023 (7 pm)

All at Minster-on-Sea PC [Public Office] in Love Lane, Minster ME12 2LP

2022/99

To consider Correspondence / Notices received included :-

1. Letter of thanks to the Parish Council from the Sheppey Sea Cadets which reads:- "On behalf of the committee, staff and cadets of T S Kent I should like to thank you for your kind grant to the unit for roofing repairs which is very much appreciated.

Our buildings at Barton's Point are very much at the mercy of the elements, being pre-war and of concrete construction with flat roofs, none of which have stood the test of time. Every downpour is a constant maintenance challenge bringing water in somewhere from above (and below). One of these was the major leak in the clothing store which affected most of our uniform stock including our ceremonial items reserved for special occasions. From memory, the dry-cleaning bill for this catastrophe amounted to about £700 and as a result, we look forward to a day when we are in occupation of modern, dry and warm facilities.

Considering all the other difficulties of the rest past, 2022 was a positive year for the unit, in particular, the presentation of the Queen's Award for Voluntary Service, which was a delightful surprise. We are relieved that the number of cadets returning to the ship's company has remained high and our complement is now a t 70 cadets. All very exciting as well as being a good summer for the youngsters to enjoy being afloat and in each other's company again. The committee has been very busy too, reviewing our boating fleet, the extra space and the range of equipment we will need in the future.

As ever, we should like to extend an invitation to you all to visit T S Kent to meet the staff and cadets, a visit probably best arranged in Spring, when winter is behind us and the unit is less at the mercy of the North Sea winds. We hope you will be able to come along and I look forward to hearing from you".

2. Letter of thanks to the Parish Council from the Care4Christmas on Sheppey which reads : "We would be very grateful if you would pass on to all concerned our huge thanks for your most generous gift of £1,000 for the work of Care 4

Christmas on Sheppey in 2022. Our formal receipt is enclosed for your records.

As I am sure you are aware, many families are suffering increasing financial hardship, and the demand for hampers this year was very much heavier than last year. In total we supplied and delivered 160 hampers with Christmas gifts – a more than 60% increase on last year. As demand was increased, so, correspondingly we received far fewer donations than last year, so your own gift was all the more appreciated. Thank you again.

As usual, we were also able to provide meals and company for people who would otherwise be alone on Christmas Day and Boxing Day, and all who attended enjoyed another benefit of your gift. We served a total of 34 dinners on Christmas Day, and 31 on Boxing Day – also an increase on last year, and several who attended expressed their amazement at there being no charge. They were so grateful for all that was provided for them, and again we thank you for your part in this.

With our appreciation again for all your support.”

3. Sheppey LR Greenway 1st Newsletter

2022//100

Date of next meeting:

Resolved : Thursday 23rd February 2023 at Minster-on-Sea Parish Council, Love Lane, Minster ME12 2LP (7 pm). (PLEASE NOTE CHANGED DATE)

- **All minutes are draft until agreed at the next meeting of the Council / Committee.**