

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, Love Lane, Minster-on-Sea ME12 2LP on Thursday 28th September 2023 from 7 pm to 9.30 pm.

<p>Present</p>	<p><u>Councillors:</u> Mr. M. Hawkins, Mr. E. Jayes (Chair), Mr. P. MacDonald, Mr. T. Nundy, Mr. B. Pointing, Mrs J. Stimson and Mrs. D. Wooster (Vice- Chair)</p> <p><u>Officers:</u> Donna Swarbrick – Acting Clerk and Responsible Financial Officer</p> <p><u>Others:</u> 2 residents</p>
<p>2023/68</p>	<p>Emergency Evacuation Procedure: The Chair advised the meeting of the evacuation procedures to follow in the event of an emergency.</p>
<p>2023/69</p>	<p>To receive apologies and grounds for absence</p> <p>Resolved - with apologies noted from Cllr M Tucker – (family commitment)</p>
<p>2023/70</p>	<p>To receive any declarations of interests from Members –</p> <p>The Chair asked Members if they have any interests to declare in respect of items on this agenda, under the following headings:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p><u>Advice to Members:</u> 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 Monitoring Officer as early as possible, and in advance of the meeting.</p> <p>Resolved as follows:- Disclosable Non-Pecuniary (DNPI) Cllr M Hawkins – 2023/77 III Trustee – Minster Gatehouse Museum & V MPC representative to the Sheppey Light Railway Greenway. Cllr E Jayes – 2023/77 V volunteer with the Sheppey Light Railway Greenaway & IX Trustee – Sheppey Sea Cadets. Cllr P MacDonald – 2023/77 IV Trustee - Sheppey War Memorial Trust. Cllr B Pointing – 2023/77 III - Trustee – Minster Gatehouse Museum. Cllr J Stimson – 2023/77 III - Trustee – Minster Gatehouse Museum. Cllr D Wooster – 2023/77 IV - in Sheerness Town Council area and they are involved in organising the annual remembrance parade.</p>
<p>2023/71</p>	<p>Minutes To consider the adoption of the Ordinary Council Meeting Minutes dated, 15th June 2023 (2023/17-2023/30) and 17th August 2023 (Minute Nos.2023/43-2023/57) and Extraordinary Council Meeting Minutes dated 7th September 2023 (Minute Nos 2023/58-2023/67) [to be circulated] as a correct record.</p>

	<p>Resolved that the Minutes of the following meetings: Ordinary Council Meeting 15th June 2023, 17th August 2023 and the Extraordinary Council Meeting 7th September 2023 be taken as read, approved and signed by the Chair as a correct record.</p>
2023/72	<p><u>Matters Arising (For Information Only) included :-</u></p> <p>Following a by-election the Chair congratulated Cllr P MacDonald for being elected to Swale Bough Council as representative for Minster Cliffs.</p> <p>The Chair congratulated the Acting Clerk for recently passing the Financial Introduction to Local Council Administration (FILCA) qualification.</p> <p>Cllr E Jayes and Cllr D Wooster shared that they attended a stakeholder engagement event. regarding the A249 – Grovehurst Road Junction Improvement Scheme. ACTION – to approach Jackson Civils to invite them to attend a future Ordinary Council or Planning and Transportation Committee meeting.</p> <p>Cllr J Stimson shared resident concerns regarding accessing blood tests and services at Sheppey Community Hospital. ACTION - Cllr T Nundy will bring issue to Housing and Health Committee at Swale Borough Council. MPC to invite a NHS representative to a future Council meeting.</p>
2023/73	<p><u>Update from Partners</u></p> <p>Resolved – with no reports forthcoming.</p>
2023/74	<p><u>Public Forum</u></p> <p>A resident raised a question about staffing.</p> <p>A resident came to raise concerns regarding a planning application for a 5G Mast, 23/503999/TNOT56. The residents’ concerns were listened to and was informed the item would be discussed next week at the Council’s Planning and Transportation meeting. They thanked MPC for their support.</p> <p>Resolved - with the information noted.</p>
2023/75	<p>To receive the Committee Minutes / Reports including decisions taken under delegated authority and to consider recommendations where specified.</p> <ul style="list-style-type: none"> • Planning and Transportation Committee – 7th September [verbal report to be provided] <p>Resolved that the minutes be received and recommendations and actions where specified agreed.</p>
2023/76	<p>To consider placements of the new ‘Uknown Tommy’ and ‘Unknown Woman in War’ statues and arrange for placement to take place.</p> <p>Many proposed sites were discussed by Members.</p> <p>Resolved that the best place would be Union Road, Cemetery. Swale Borough Council to be consulted.</p>
2023/77	<p><u>Expenditure</u></p>
I.	<p>To agree to spend £3,696.91 to Stannp for leaflet delivery and £240 to Jenwoods for leaflet printing for the purpose of advertising casual vacancies.</p> <p>(Local Government Act 1972, s.111. Power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions)</p> <p>Resolved – it was proposed by Cllr T Nundy, seconded by Cllr M Hawkins and motion carried that this expenditure be approved.</p>
II.	<p>To consider approval of a donation of up to £150 to the Royal British Legion Poppy Appeal to purchase three wreaths for Remembrance Sunday.</p>

	<p>(Local Authorities Powers) Act 1923, s.1 which enables the Council to contribute to war memorials in the council's area.</p> <p>Resolved – it was proposed by Cllr M Hawkins, seconded by Cllr T Nundy and motion carried that this expenditure be approved.</p>
III.	<p>To consider approval of a donation of up to £100 to the Sheppey Local History Society and Gatehouse Museum to purchase a Christmas Tree for public display.</p> <p>Power: General Power of Competency.</p> <p>Resolved – it was proposed by Cllr T Nundy seconded by Cllr E Jayes and motion carried that this expenditure be approved.</p>
IV.	<p>To consider an application from Sheppey War Memorial Trust to the Community Support Fund of up to £2,000 for pillars and associated work– documents to be circulated.</p> <p>Power: General Power of Competency.</p> <p>Resolved – it was proposed by Cllr T Nundy seconded by Cllr M Hawkins and motion carried that this expenditure be approved.</p>
V.	<p>To consider an application from Sheppey Light Greenway to the Community Support Fund Grant Application for up to £1,680 – documents to be circulated.</p> <p>Highways Act 1980, ss 43,50 Power to maintain public footpaths and bridle-ways.</p> <p>Resolved – it was proposed by Cllr J Stimson, seconded by Cllr T Nundy and motion carried that this expenditure be approved and that MPC hold the grant money to be paid on receipt of invoice. This is a one off grant and implies no ongoing responsibility for this footpath.</p>
VI.	<p>To consider an application from Minster Abbey to the Community Support Grant Application – for up to £3,623 - documents to be circulated.</p> <p>Power: General Power of Competency.</p> <p>Resolved – it was proposed by Cllr D Wooster, seconded by Cllr J Stimson and motion carried that MPC go back to the applicant to review their application to make it more towards the objectives of the Council.</p>
VII.	<p>To consider an application from Sheppey Warriors Walking FC to the Community Support Grant Application for up to £782– documents to be circulated:</p> <p>Public health Act 1936, s.234 Power to provide life-saving appliances (e.g. life belts, defibrillators)</p> <p>Resolved – it was proposed by Cllr T Nundy, seconded by Cllr B Pointing and motion carried that this expenditure be approved.</p>
VIII.	<p>To consider an application from The Pyramid Project CIC to the Youth Development Fund Grant Application for up to £10,000– documents to be circulated</p> <p>Power: General Power of Competency.</p> <p>Resolved – it was proposed by Cllr T Nundy, seconded by Cllr E Jayes and motion carried that this expenditure be approved.</p>
IX.	<p>To consider an application from Sheppey Sea Cadets to the Youth Development Fund Application for up to £34,110 – documents to be circulated.</p> <p>Local Government (Miscellaneous Provisions) Act 1976, section 19 Power to provide a wide range of recreational facilities</p> <p>Resolved – it was proposed by Cllr M Hawkins, seconded by Cllr T Nundy and motion carried that the application be deferred and MPC ask the applicant for a site visit</p>

	for Members to see the buildings in operation before the application returns to a meeting after the visit.
X.	To consider an application from Swale Sisters to the Community Support Grant Application for up to £1,300– documents to be circulated. Power: General Power of Competency. Resolved – it was proposed by Cllr T Nundy seconded by Cllr M Hawkins and motion carried that this expenditure be approved.
XI.	To consider an application from Sheppey Rugby Football Club to the Community Support Grant Application for up to £29,160– documents to be circulated. Local Government (Miscellaneous Provisions) Act 1976, section 19 Power to provide a wide range of recreational facilities Resolved – it was proposed by Cllr T Nundy, seconded by Cllr P MacDonald and motion carried that the application be deferred and MPC ask the applicant for a site visit for Members to see the buildings in operation before a decision on the grant is made at a future meeting.
2023/78	To consider Correspondence / Notices received A proposal from KCC regarding proposed destinations of Horse Warning Signs at Elm Lane was shared to Members. Members suggested an extra sign to be added by Drake Avenue and also to see if position of ‘S2’ could be moved further up. Resolved - Members agreed if amendments could not be made that they agreed for proposal to go ahead as shown. A resident has contacted MPC offering 10 oak trees for the use of MPC. Resolved - Members deferred the item to the next Planning and Transportation Committee meeting. (Post Meeting Note – The resident was contacted to update them, but they have since sited the trees elsewhere.)
2023/79	Date of next meeting: Resolved - Monday 16 th October 2023 (Post Meeting Note – now scheduled for Tuesday 17 th October 2023)
Reports and Minutes: Copies of reports and minutes are available for inspection from Minster-on-Sea Parish Council’s office at Love Lane, Minster-on-Sea, Sheerness, Kent ME12 2LP.	

Signed: _____ **Date:** _____

Print Name: _____ **Chair**