

ST MARY HOO PARISH COUNCIL**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 11 MAY 2009
IN THE FUNCTION ROOM, THE FENN BELL, FENN STREET AT 7.3/0 pm**

PRESENT:	Cllr Bob Beckey	Vice-chairman	In the Chair items 1-12
	Cllr Bill Budd	Chairman	From item 13
	Cllr Paul Hassell		
	Cllr Mrs Kit Johnson		
	Mrs Roxana Brammer	Clerk	

Item *Action point*

Minute number
200/9/10

1 ELECTION OF CHAIRMAN

1 It was proposed by Cllr Beckey, seconded by Cllr Hassell and agreed that Cllr Budd be elected Chairman for the forthcoming year.

2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

2 In Cllr Budd's absence, it was agreed to defer Cllr Budd's signing of his declaration of acceptance of office before the Proper Officer of the Council to the next meeting.

3 ELECTION OF VICE-CHAIRMAN

3 It was proposed by Cllr Hassell, seconded by Cllr Mrs Johnson and agreed that Cllr Beckey be elected Vice-chairman for the forthcoming year.

4 DECLARATION OF ACCEPTANCE OF OFFICE

4 Cllr Beckey signed his declaration of acceptance of office before the Proper Officer of the Council.

5 APOLOGIES FOR ABSENCE

5 Cllr Khatkar had sent an apology for absence but no acceptable reason had been given.

6 DECLARATIONS OF INTEREST & ALTERATIONS TO THE REGISTER

6 None.

7 APPOINTMENT TO COMMITTEES**7 a Amenity Committee**

Chairman (*ex officio*
Vice-chairman (
Cllr Hassell
Cllr Mrs Johnson

Mr Andrew Laphorn
Mr Tim Weedon

8 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

8 a Rural Liaison Sub-committee

Cllr Beckey

9 b KALC Medway Area Committee

Cllr Budd and Cllr Hassell

10 c Police Liaison Committee

Cllr Mrs Johnson

11 d Biffa Liaison Group

Cllr Khatkar.

9 APPOINTMENT TO OTHER POSTS

12 a Footpaths Officer

This had been put forward by the Amenity Committee. After discussion, it was agreed to delegate the appointment, if any, to the Amenity Committee.

13 b Tree Wardens

Mr Andrew Laphorn and Mr Alan Clark.

14 c Pond Wardens

Mr Tim Weedon and Mr James George.

10 MINUTES OF THE MEETING HELD ON 9 MARCH 2009

15 It was proposed by Cllr Beckey, seconded by Cllr Hassell and agreed that the minutes of the meeting held on 9 March 2009 be signed as a true record.

11 MATTERS ARISING

16 No matters were raised

12 PLANNING

17 a Applications

No applications had been received

18 **b Decisions**
No decisions notified.

19 **c Appeals and Other Matters**
None.

20 **d Licensing Applications**
None.

Cllr Budd arrived and took the chair.

2 CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE

21 Cllr Budd signed his declaration of acceptance of office.

13 FINANCE

22 **a Bank Balances**
The bank balances as listed on appendix A were noted.

23 **b Cheques Signed Since the Last Meeting**
None

24 **c Insurance Renewal**
The renewal was reviewed and agreed.

25 **d Accounts for Payment**
It was proposed by Cllr Hassell, seconded by Cllr Beckey and agreed the accounts for payment as listed on Appendix A be approved. (cheques 100677 – 100682)

26 **e Accounts 2008/9**
It was proposed by Cllr Beckey, seconded by Cllr Hassell and agreed the accounts for the year to 31 March 2009 be adopted and signed by the Chairman and Responsible Financial Officer.

27 **f Internal Audit**
The internal auditor had been on holiday and would be carrying out the internal audit the following week.

28 **g Audit Return 2008/9**
It was proposed by Cllr Budd, seconded by Cllr Mrs Johnson and agreed the Annual Return and Statement of Assurance be signed by the Chairman and Responsible Financial Officer/Clerk where indicated.

29 **h Chairman's Allowance**

It was proposed by Cllr Beckey, seconded by Cllr Hassell and agreed the Chairman's allowance be £250 for the year.

14 **GRANT APPLICATIONS**

30 No applications had been received.

15 **AMENITY COMMITTEE**

31 **a Conservation Area**

It was reported the wildlife survey was in progress.

32 **b Pond**

The wildlife survey also included the pond.

33 **c Minutes of the Meeting held on 2 March**

Noted.

16 **RURAL LIAISON COMMITTEE**

34 **a Representative's Report**

Cllr Beckey said the last meeting had been the open meeting held in March. He said there would be a new allocation for the rural liaison grant, which would no longer be allowed to be rolled over. Consequently the entire amount, both the sum rolled over from previous years and the allocation for 2009/10, had to be spent by 31 March 2010.

35 **b Rural Liaison Grant Projects**

- i Wildlife Survey. On-going.
- ii Conservation Area Management Plan. Waiting for the wildlife survey
- iii Work to the Conservation Area. Dependent on the management plan.

17 **KAPC/MAC**

36 **a Representatives' Report**

Cllr Hassell reported that most parish representatives had expressed concern at the proposed Chattenden development. Veronica Cordier had given a talk on the history of the Isle of Grain.

18 **BIFFA LIAISON GROUP**

37 The next meeting was the following week and was likely to be the final meeting.

19 POLICE MATTERS

38 a Police Liaison Committee representative's report

Cllr Mrs Johnson had attended the last meeting but had nothing to report.

20 COMMUNICATIONS

39 a Quarterly Newsletter

Cllr Beckey said he had spoken to the Editor of the High Halstow Times and there were no objections in principle from High Halstow Parish Council. He would continue his conversations with the Editor. *RJB*

40 b Website

Nothing to report.

21 HIGHWAYS AND TRANSPORT

41 a Hoppers Lane

It was reported that the potholes in Hopper's Lane would be filled in.

42 b Fenn Corner

Survey work for the proposed roundabout had started at Fenn Corner.

22 CONSULTATION

43 No documents received.

23 CORRESPONDENCE

44 a Equality and Human Rights Commission – Public Sector Duties

Noted.

24 REPORTS AND CIRCULARS

45 The reports and circulars as listed on the agenda were received.

25 DATE AND VENUE OF NEXT MEETING

46 Monday 20 July in the Function Room, Fenn Bell at 7.15 pm.

26 ANY OTHER BUSINESS

47 No matters were raised.

The Chairman closed the meeting at 8.40 pm

SignedChairman

On theday of2009