

ST MARY HOO PARISH COUNCIL**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 21 MAY 2008 IN THE FUNCTION ROOM, THE FENN BELL, FENN STREET AT 7.3/0 pm**

PRESENT: Cllr Bill Budd Chairman
 Cllr Bob Beckey
 Cllr Paul Hassell
 Cllr Mrs Kit Johnson
 Cllr Bill Khatkar

Mrs Roxana Brammer Clerk

Item	<i>Action point</i>
<i>Minute number</i> 200/8/9/	
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	DECLARATION OF ACCEPTANCE OF OFFICE
2	Cllr Budd signed his declaration of acceptance of office before the Proper Officer of the Council.
3	ELECTION OF VICE-CHAIRMAN
3	It was proposed by Cllr Budd and seconded by Cllr Mrs Johnson that Cllr Beckey be elected Vice-chairman for the forthcoming year. Cllr Khatkar proposed Cllr Mrs Johnson. Cllr Mrs Johnson declined to stand. No other nominations being made, Cllr Beckey was declared Vice-chairman.
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	All present.
6	DECLARATIONS OF INTEREST & ALTERATIONS TO THE REGISTER
6	None.
7	APPOINTMENT TO COMMITTEES
7	a Amenity Committee
	Chairman (<i>ex officio</i>
	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 MINUTES OF THE MEETING HELD ON 19 MARCH 2008

12 It was proposed by Cllr Khatkar, seconded by Cllr Hassell and agreed that the minutes of the meeting held on 19 March 2008 be signed as a true record.

10 MATTERS ARISING

13 No matters were raised

11 PLANNING

13 a Applications

No applications had been received

14 b Decisions

The decision as listed on Appendix A was noted.

c Appeals and Other Matters

15 i The Old Post Office

The wall had now been reduced in height.

16 d Licensing Applications

None.

12 FINANCE**17 a Bank Balances**

The bank balances as listed on appendix A were noted.

18 b Cheques Signed Since the Last Meeting

None

19 c Insurance Renewal

The renewal was reviewed and agreed.

20 d Accounts for Payment

It was proposed by Cllr Hassell, seconded by Cllr Budd and agreed the accounts for payment as listed on Appendix A be approved. (cheques 100648 – 100653)

21 e Accounts 2007/8

It was proposed by Cllr Budd, seconded by Cllr Khatkar and agreed the accounts for the year to 31 March 2008 be adopted and signed by the Chairman and Responsible Financial Officer.

22 f Internal Audit

Mr Askham had carried out the internal audit and had no concerns.

23 g Audit Return 2007/8

It was proposed by Cllr Budd, seconded by Cllr Khatkar and agreed the Annual Return and Statement of Assurance be signed by the Chairman and Responsible Financial Officer/Clerk where indicated.

24 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.

13 GRANT APPLICATIONS

No applications had been received.

14 AMENITY COMMITTEE**26 a Conservation Area**

The Clerk would arrange a meeting with environmentalist Fern Alder.

RB

27 b Pond

Cllr Beckey reported on the Amenity Committee's plans for a second working weekend to finish the fencing. The next phase would be dredging in the autumn.

He asked Cllr Khatkar to ask the Biffa site manager if the sludge arising from dredging the pond could be taken to Shakespeare Farm. Reflectors would be installed on the posts by the road. Cllr Khatkar requested the insurance company be contacted about a disclaimer notice.

15 RURAL LIAISON COMMITTEE

28 a Representative's Report

Cllr Budd said no meeting had been held. The next meeting was on 27 May and would be hosted by St Mary Hoo Parish Council. About 25 people were usually present and he would arrange refreshments at a maximum cost of £50. Councillors and the Clerk were invited to attend and there was be an agenda item for the host parish council to talk about their activities.

29 b Rural Liaison Grant Projects

i Work on the pond. On-going. The invoice from Absolute Mechanical Maintenance would be passed to Medway Council for reimbursement (£1242.62)

16 KAPC/MAC

30 a Representatives' Report

Cllr Hassell had attended the last meeting and had reported about the work on the pond.

17 BIFFA LIAISON GROUP

31 Cllr Khatkar said the next meeting was on 23 May.

18 POLICE MATTERS

32 a Police Liaison Committee representative's report

Cllr Mrs Johnson had nothing to report.

19 COMMUNICATIONS

33 a Quarterly Newsletter

It was suggested events at the Fenn Bell could be listed.

34 b Website

The webmaster had reported that due to archive material, the pages were filled. He had made enquiries of the hosting service and various options of increasing the website size were available. After discussion, it was proposed by Cllr Beckey, seconded by Cllr Hassell and agreed to opt for the 30 megabyte option. This would cost £92 and would cover the period to 7 August 2010.

20 HIGHWAYS AND TRANSPORT

35 a Grass Verges

The verges at Fenn Corner and at Barn Street/Hoppers Lane needed cutting back.

21 CONSULTATION

36 a Southern Water Draft Water Resources Management Plan

Received.

22 CORRESPONDENCE

37 a Kent Primary Care Agency

The letter asking about the rurality of the area was noted.

23 REPORTS AND CIRCULARS

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

24 DATE AND VENUE OF NEXT MEETING

39 Wednesday 30 July in the Function Room, Fenn Bell.

25 ANY OTHER BUSINESS

40 No matters were raised.

The Chairman closed the meeting at 9.45 pm

SignedChairman

On theday of2008