

Minutes of the Annual Parish Council Meeting
held on Tuesday 17th May 2005 at 7:07 pm
in the Function Room of the Fenn Bell Inn St Mary Hoo

Attendance

Those present were as follows:-

Mrs. M D Stanney (Chair)	Mr M E Budd (Vice Chair)	Mr R J Beckey
H S Khatkar	Mrs C Johnson	Mr E C Woodards Clerk/RFO

Also in Attendance

No-one else in attendance

1. **Apologies for Non-Attendance**

Apology for non-attendance received from Medway Councillor C Buckwell; Residents Mrs B Gower and Mrs C Ordway, all absent due to other commitments.

2. **Code of Conduct – Parish Councils Model Code of Conduct Order 2001- LGA 2000**

No Declarations of Personal or Prejudicial Interests were made for the current Meeting.

3. **Minutes of the last Parish Council Meeting**

Minutes of the Meeting held on the 21st March 2005, and which had been distributed previously, were agreed as a true record and signed by the Chair.

4. **Matters arising from the Minutes with the exception of Items appearing elsewhere**

Maintenance of Environmental Area at Fenn

Dumping of garden rubbish. Councillor Budd was thanked for delivering a letter to those properties backing onto the Area. No comments had been received from recipients

Freedom of Information Act 2000-Internet Web Site for the Publication of Parish Council Matters

The Clerk reported that the St Mary Hoo Website was now up and running under the domain www.stmaryhooparishcouncil.org.uk and that the current Agenda had been published on it. A Key Fob was awaited to enable the site to be further updated.

Medway Council-Parish Remuneration Panel to meet on 15th March 2005

The Clerk reported that the Panel had been requested to permit an increase to £250 per annum payable to the Chairman from the 1st April 2005.

5. **Planning Applications and Associated Matters**

The Clerk and Chair reported on the following:

a) SEERA (South East Regional Assembly) The Clerk reported on the letter sent to SEERA.

b) Fenn Croft Newlands Farm Road Approval given by Medway to the Swimming Pool but no comment received concerning the use of the Holiday Accommodation

c) Lafarge Aggregates – Gravel Pit at Hoo St Werburgh. Further reference was made to this proposal but it was again agreed that it did not concern St Mary Hoo.

6. **To receive Reports from Parish Council Representatives serving on Committees**

Medway Rural Liaison Committee. It was reported that the number of Meetings be increased to six in the forthcoming year, three of which are to be set, voluntarily, at Parish venues in June, September 2005 and January 2006.

7. Representatives to serve on other Committees and Organisations during 2005/2006

List of Representatives appointed contained in the Notes relating to this Meeting.

8. Finance

a) Medway Rural Liaison Forum - Projects required for 2005/2006

Balance of Grant Aid available: £2,532.43 plus the allocation for 2005/2006.

It was agreed that Councillor Budd inspects the Environmental Area at Fenn and reports back with Management Ideas.

b) Confirmation for the payment of items allowed in the Annual Estimates for 2005/6

KAPC Membership for 2005/2006 £75.45 plus VAT £13.20 Total of £88.65

British Red Cross Society 2005/2006 Contribution £100.00

Victims Support Kent Ltd. 2005/2006 Contribution £50.00

1st Allhallows Guide Company 2005/2006 Contribution £50.00

c) Schedule of Accounts for Payment - Approval was given as follows:-

i)	Mrs M D Stanney	On a/c Chairman's Allowance @ £250 pa April and May 2005	£41.66
ii)	E C Woodards	on a/c Travelling and Clerks Expenses <i>April and May 2005</i>	25.00
		<i>Photo copies</i>	4.50
		<i>Stationery Inc Jet Ink Cartridges</i>	27.73
		<i>Postages</i>	5.60
		<i>Telephone</i>	5.00
			£67.83
iii)	KA.P.C.	Annual Subscription 2005/6	£88.65
iv)	Allianz Cornhill Insurance PLC	Insurance Premium due 01/06/05	£310.31
v)	Susan Button	Hire of Function Room on 17/05/05	£14.00
vi)	British Red Cross Society	Contribution 2005/6	£100.00
vii)	Victims Support Kent Ltd.	Contribution 2005/6	£50.00
viii)	1 st Allhallows Guide Company	Contribution 2005/6	£50.00

d)Submission of the Final Accounts of the Parish Council for the Year 2004/2005 together with the Annual Audit Return and Supporting Financial Statements for the Year.

Certified copies of the Accounts Book and the Audit Return and Statements were produced by The Clerk who went through them page by page. After further examination Approval was given to the Accounts and Audit Return and the Chair then signed the Accounts Book in three places and the Audit Return in two places. The Annual Audit is due to commence on the 13th June 2005 with the Accounts being available to residents as from the 13th May 2005.

e)Parish Precept for 2005/2006

Precept for £1500 00 received early April 2005.

f)Request for Grant Aid from the Parish Council

Request for funds from the Bumble Bee Programme Kent refused due to lack of local interest.

9. Medway Rural Action Plan - Purpose to promote Improvements to Village Life

Questionnaire passed to the Chair for attention.

0. **Medway's Rural Transport Update Meeting at 7.00p.m. Tuesday 5th April 2005**
Councillor Beckey reported on the business undertaken including volunteer drivers and the provision of 'bus time tales which could be obtained from the Fenn Bell Inn

1. **Next Meeting** It was agreed as 7.00 p.m. on Tuesday 12th July 2005

Signed:.....
Chairman of the Parish Council

Dated:.....