

Minutes of the Parish Council Meeting
held on Tuesday 12th July 2005 at 7:09 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) Mrs. C Johnson
Mr. E C Woodards Clerk/RFO

Also in Attendance

No-one else in attendance

1. **Apologies for Non-Attendance**

Apologies for non-attendance were received from Councillors R J Beckey and H Khatkar who were absent due to other commitments.

2. **Code of Conduct – Parish Councils Model Code of Conduct Order 2001- LGA 200**

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

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

Minutes of the Annual Parish Council Meeting held on the 17th May 2005, and which had been distributed previously, were agreed as a true record and were signed by the Chair.

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

I). **Maintenance of Environmental Area at Fenn**

Councillor Budd reported that, on investigation, it would appear preferable arrangements to be made for the area to be cut twice a year, in August and March with the spoil being removed following the August cutting in order to preserve the growth. This was agreed and the Chairman was authorised to make the necessary arrangements with Baker & Sons or a similar Contractor.

II). **Freedom of Information Act 2000-Internet Web Site for the Publication of Parish Council Matters**

The Clerk reported that he had signed a Web Site Hosting Agreement and that a sum of £100 would soon be due to cover the prestigious web site reference.

III). **Joint Meeting of Clerks and Medway Council Staff**

The Clerk reported on the Business undertaken by the Meeting which had included Standards Board information and sundry other issues including the provision of regular Meetings.

IV). **Medway Council-Parish Remuneration Panel**

The Clerk reported that no official reply had been received from the Panel regarding the request to increase the Chairman's Allowance but it would appear that the question of allowances might be looked at again in the near future.

V). **Medway Rural Liaison Committee**

It was reported that the next Meeting would be held on 20.09.05 at High Halstow Memorial Hall.

5. **Planning Applications and Associated Matters**

The Clerk and Chair reported on the following:

- a) Fern Croft Newlands Farm Road Still no comment received from Medw concerning the use of the Holiday Accommodation
- b) Application received for the construction of a Sand School at Victoria House. It was confirmed that no comment need be made.

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

No Reports were submitted.

7. **Finance**

a) **Schedule of Accounts for Payment - Approval was given as follows**

i)	Mrs M D Stanney	On a/c Chairman's Allowance @ £250 pa June and July 2005	£41.66
ii)	E C Woodards	on a/c Travelling and Clerks Expenses June and July 2005	25.00
		<i>Photo copies</i>	1.75
		<i>Stationery</i>	2.33
		<i>Postages</i>	9.65
		<i>Telephone</i>	5.00
			£43.73
iii)	Susan Button	Hire of Function Room on 12/07/05	£14.00

b) **Annual Audit Return and Statements for 2004/2005 together with Notification that the Audit has been satisfactorily concluded by the Audit Commission**

The Clerk produced copies of the documentation received and drew Members attention to the Note on the Audit Report regarding the lack of an Internal Auditor. Reference was also made and copies provided of the submissions made to the Audit Commission under the heading Intermediate Audit

8. **Next Meeting** It was agreed as 7.00 p.m. on Wednesday 7th September 2005

9. **Clean Neighbourhoods and Environmental Act 2005**

Enforceable Fixed Penalty Notices and the Timetable for the implementation of the Act

10. **Village Bus Shelters Questionnaire**

Received. No action required.

Signed.....
Chairman of the Parish Council

Dated:.....