

ST MARY HOO PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 14 MAY 2007 AT THE MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 7.00 pm**

PRESENT:	Mrs Maureen Stanney	In the Chair	Items 1, 2
	Cllr Bill Budd	Chairman	Items 3-28
	Cllr Bob Beckey		
	Cllr Mrs Kit Johnson		
	Cllr Bill Khatkar		
	Mrs Roxana Brammer	Clerk	

Item		<i>Action point</i>
<i>Minute number</i>		
<i>2007/8/</i>		
1	DECLARATIONS OF ACCEPTANCE OF OFFICE	
<i>1</i>	Councillors signed their declarations of acceptance of office.	
2	ELECTION OF CHAIRMAN	
<i>2</i>	It was proposed by Cllr Khatkar, seconded by Cllr Beckey and agreed Cllr Budd be elected Chairman.	
3	CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE	
<i>3</i>	Cllr Budd signed his declaration of acceptance of office of Chairman.	
4	VACANCY	
<i>4</i>	There was a vacancy following the local elections. This could be filled by co-option for up to 35 days after 8 May, after which the vacancy became a casual vacancy and normal protocol would apply. Councillors would speak to several residents to see if they would be interested in co-option within the time limit. A special meeting would be held if someone came forward.	
5	DECLARATION OF ACCEPTANCE OF OFFICE	
<i>5</i>	As no one was co-opted at the meeting, this was not necessary.	
6	APOLOGIES FOR ABSENCE	
<i>6</i>	All present.	
7	ELECTION OF VICE CHAIRMAN	
<i>7</i>	It was proposed by Cllr Mrs Johnson, seconded by Cllr Budd and agreed Cllr Beckey be Vice-chairman.	
8	DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN	
<i>8</i>	Cllr Beckey signed his declaration of acceptance of office of Vice-chairman.	

9 DECLARATIONS OF INTEREST & ALTERATIONS TO THE REGISTER

9 None.

10 ADOPTION OF NEW CODE OF CONDUCT

10 A new code of conduct had come into force on 3 May. It was proposed by Cllr Beckey, seconded by Cllr Budd and agreed unanimously that the Council adopt the model code as applying to parish councils immediately with no amendments, opting into paragraph 12b and including the general principles as a non-enforceable preamble.

11 APPOINTMENT OF REPRESENTATIVES

11 **a Rural Liaison Committee**

Cllr Beckey

12 **b KAPC Medway Area Committee**

Cllrs Budd and Khatkar

13 **c Police Liaison**

Cllr Mrs Johnson

14 **d Villagers' Life Magazine**

Mrs Maureen Stanney

15 **e Biffa Liaison Group**

Cllr Khatkar

12 MINUTES OF THE MEETING HELD ON 28 MARCH 2007

16 It was proposed by Cllr Beckey, seconded by Cllr Khatkar and agreed that the minutes of the meeting held on 28 March 2007 be signed as a true record.

13 MATTERS ARISING

17 No matters were raised

14 PLANNING

18 **a Applications**

No applications had been received.

19 **b Decisions**

The decisions as listed on Appendix A were received.

- c Appeals and Other Matters**
- 20 **i A & M Plant**
Cllr Beckey would contact the Enforcement Officer. *RJB*
- 21 **d Licensing Applications**
None.
- 15 FINANCE**
- 22 **a Bank Balances**
The bank balances as listed on appendix B were noted.
- 23 **b Cheques Signed Since the Last Meeting**
None
- 24 **c Accounts for Payment**
It was proposed by Cllr Mrs Johnson, seconded by Cllr Khatkar and agreed the accounts for payment as listed on Appendix B be approved:
- 25 **d Accounts 2006/7**
It was proposed by Cllr Beckey, seconded by Cllr Mrs Johnson and agreed the accounts for the year to 31 March 2007 be adopted and signed by the chairman and Responsible Financial Officer.
- 26 **e Internal Audit Report**
The internal auditor had conducted his audit and had had no comments to make.
- 27 **f Audit Return 2006/7**
It was proposed by Cllr Beckey, seconded by Cllr Mrs Johnson and agreed the audit return for the year to 31 March 2007 be signed where indicated by the Chairman and Clerk.
- 28 **g Chairman's Allowance**
It was proposed by Cllr Beckey, seconded by Cllr Khatkar and agreed the Chairman's allowance be £250.
- 16 GRANT APPLICATIONS**
- 29 No applications received.

17 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

30 a Conservation Area

Nothing to report.

31 b Pond

Cllr Budd would look at the pond to see if any work needed to be done. He would also look at signage.

18 HIGHWAYS AND TRANSPORT

32 a Flooding at Hoppers Lane

The Clerk had contacted Medway Council again with the information provided by Southern Water. Stuart Pickard has responded and the Clerk had asked him to contact Cllr Mrs Johnson, so that he could be shown the problem. Cllr Mrs Johnson said she had not been contacted so far.

33 b Wooden Fingerpost

The Clerk had requested the replacement of the old signpost with a new wooden one and was waiting for a response.

19 RURAL LIAISON COMMITTEE

34 a Representative's Report

No meeting.

35 b Rural Liaison Grant Projects

None in hand.

20 KAPC/MAC

36 a Representatives' Report

No meeting had been held. It was not clear what would be happening as the former Chairman and Secretary had not stood for re-election.

21 BIFFA LIAISON GROUP

An inaugural meeting would be held on 30 May.

22 POLICE MATTERS

38 a Police Liaison Committee representative's report

No meeting

23 COMMUNICATIONS

39 a Villagers' Life Magazine

It was understood from Mrs Stanney that she had nothing to report.

40 b Website

The Clerk had contacted the webmaster but he had not responded. The website showed Christmas messages and the last set of minutes were from November 2005. After discussion it was agreed she should write a formal letter to him and contact the webmaster for the Allhallows website to seek a quotation.

24 CONSULTATION

41 No documents had been received.

25 CORRESPONDENCE

42 a Red Cross

An invitation had been received to an anniversary event from the local Red Cross. The invitation would be passed on to Mrs Stanney who would be requested to take Eric Woodards.

26 REPORTS AND CIRCULARS

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

27 DATE AND VENUE OF NEXT MEETING

44 Monday 16 July at High Halstow Memorial Hall at 7 pm.

28 ANY OTHER BUSINESS

45 No matters were raised.

The Chairman closed the meeting at 8.15 pm

SignedChairman

On theday of2007