

Minutes of the Parish Council Meeting held at 6.33 p.m. on Wednesday 22nd January 2003 in the Function Room of the Fenn Bell Inn, St. Mary Hoo

Attendance Those present were as follows:- Mrs. M.D. Stanney (Chairman); D.F. Sinclair; Mrs. M.L. Sinclair; J.W. Nettleton and The Clerk/RFO E.C. Woodards. Apologies for non-attendance, due to employment or other Meetings, were received from M.E. Budd; Medway Councillors C. Buckwell and P. Filmer and from Mrs. B. Gower and Mrs. C. Ordway of the Landfill Action Committee.

Minutes of the Parish Council Meeting held on the 6th November 2002

Minutes, copies of which had been previously distributed to Members, were agreed as a true record and signed by the Chairman.

Matters arising from the Minutes

Highway Complaint It was noted and accepted that the ruts in the Sharnal Street Bypass were not scheduled for action by Medway Council until 2004.

Footpaths Complaints It was noted that Footpath RS 14 had been dealt with by Medway Council but that Footpaths RS 24 and RS 23 had not been dealt with in the limited time available.

Appointment of Internal Auditors The Clerk reported that he had still been unable to liaise with Mrs. Gower and Mrs. Ordway but that confirmations had been received that insurance cover was not necessary. The Audit Commission had not yet commented on the Financial Return sent in for the year 2001/2002 or on the lack of Internal Auditors. No charge for Audit Fees had been received either. It was understood that the need for Internal Auditors for very small parishes was under review.

VG 205 – Common Land The Clerk reported that, on enquiry, he had discovered that Village Green (VG 205) was outside the requirements of the Rights of Way Act 2000.

Word Processor The Clerk was asked to explore the possibility of obtaining a replacement for his Word Processor and liaise with the Chairman.

Financial Regulations The Clerk reported that he had been unable, as yet, to prepare the Regulations for St Mary Hoo based on the Model supplied.

Planning and Associated Items The Clerk reported as follows:-

1. Application by Biffa to continue operations at the landfill site for about 2 ½ years in order to remove the clay cap over much of the site and to use refuse to top up the existing refuse level until the final reinstatement reached the limits originally envisaged. The Chairman reported on the business conducted at a recent Landfill Liaison Committee. It was agreed to withhold objections to the Application for several weeks to give Biffa a chance to answer pertinent questions about its proposals.
2. Application for 2 No 4 bedroomed holiday chalets at Fenn Croft. It was agreed to object referring to the over development of the site and the visual impact.
3. Approval given by Medway to Turkey Hall Farm – Stables subject to various conditions.

Reports by Representatives serving on Committees

The Chairman reported on the business undertaken at the Police Liaison Committee held on the 14th January 2003.

Finance

1. **Membership of the Society for Local Council Clerks** It was agreed to continue Membership in 2003 at a subscription of £24.
2. **Allhallows Primary School request for a contribution to establish a Community Room** It was agreed to refer this item until the March meeting in order to obtain more information.
3. **Accounts for Payment** Approval was given as follows:-
 - 3.1 Society of Local Council Clerks – Subscription for 2003 £24.00
 - 3.2 Mrs. M.D. Stanney - On a/c Chairman's Allowance for November and December 2002 @ £168 per annum plus Airport Allowance from mid November until mid January 2003 @ £25 per month. Authority Section 137 L.G. Act 1972

£78.00

3.3	E.C. Woodards - On a/c Clerks Allowances and Expenses for the months of November and December 2002	£50.90
3.4	J.W. Nettleton - Hire of Function Room on 22.01.03	£14.00
3.5	Allhallows Parish Council – Cost of printing and arranging for copies of the Allhallows, St Mary Hoo and Stoke Scene – 1 st March to 30 th November 2002	
		£184.16

4. **Parish Council Precept upon Medway Council for 2003/2004** Copies of the Revised Estimated Payments and Receipts for 2002/2003 and the Original Estimates for 2003/2004, copies of which had been previously circulated, were considered and approved. The net payments for 2003/2004 in the sum of £1,680 were agreed and the necessary documentation for inclusion in Medway Council's Billing Arrangements for that year was completed and signed. The estimated balance in hand at the 31.03.04 was shown as £4,255.

Freedom of Information Act 2000 – Publication Scheme The Chairman reported that a copy of the Model Scheme had been obtained and after contacting some Members of the Parish Council it had been accepted for St Mary Hoo and submitted to the Information Commissioner for approval. The Chairman's action was agreed.

Register of Electors The Clerk reported that one full copy of the Register of Electors was to be supplied to St Mary Hoo together with monthly updates. This Register must not be copied; used for a purpose not intended or to disclose any information within it. The Register can only be inspected by outside persons or organisations at the Civic Centre under supervision.

Elections on 1st May 2003 The Clerk reported that Estimates given by Medway showed that an uncontested election would cost £43 and a contested election £453. The Pilot Scheme hours have been agreed as voting commencing at 7.00 a.m. and finishing at 10.00 p.m.

Members Allowances Regulations 2002 The Clerk reported that he was awaiting information from Medway Council concerning Participating Allowances payable from the 1st April 2003 to Parish Councillors.

Next Meeting It was agreed that the next Meeting be held on
Wednesday 12th March 2003.

Signed:.....

Chairman of the Parish Council

Dated:.....