

Minutes of the Annual Parish Council Meeting

held on Wednesday 26th May 2004

at the Function Room of the Stoke Village Hall

Attendance Those present were as follows:-

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

1. **Apologies for non-attendance**

were received on behalf of Medway Counsellors C Buckwell, P Filmer and Mrs J Bamber and also Mrs B Gower and Mrs C Ordway.

2. **Code of Conduct**

No personal or prejudicial interests were declared.

3. **Appointment of the Chair and Vice Chair**

Mrs M D Stanney and Mr M E Budd were appointed Chair and Vice Chair respectively for the coming year.

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

Minutes of the meeting held on 9th March 2004, were distributed and were agreed as a true record and signed by the Chair.

5. **Matters arising from the Minutes**

a. **Developing a joint Parish plan**

It was agreed that the next step was to obtain the involvement of the necessary people to execute the plan.

b. **Fencing - Pond**

Work to begin in the summer

c. Medway Council Revised Community Plan for Medway

No one present had attended the meeting on 14th May 2004

1. Planning Applications and Associated Matters

The Clerk reported that:

a. Bifa Landfill Site

Letter of objection has been sent to the Planning Inspectorate at Bristol concerning the infilling at Shakespeare Farm to be amended to a pre-settlement restoration profile. There was no further news.

b. Fenn Croft, Newlands Farm Road – construction of 2-4 bedroomed holiday chalets.

A site visit was made and a decision is to be reached at the meeting of Medway Council tonight.

c. Iden Cottage, Newlands Farm Road – change of use from stables, store and ground floor flat to a house with garage. This application has been refused by Medway Council.

d. Maysons View, Ratcliffe Highway – construction of 1st floor and single storey side extension and addition of extension to main roof. No news on this application.

1. To use reports if any from Parish Council representatives serving on Committee

None.

2. To appoint representatives on the Committee and Organisations in 2004/2005

For detail see Council Meeting Notes.

3. Finance

- a. **Membership KAPC 2004/2005** £73.43 + VAT approved.
- b. **Medway Rural Liaison Committee** –Projects still required £3132.43
- c. **Schedule of Accounts for Payment Approval was given as follows:-**

i) Mrs M D Stanney On Chairman's Allowance @ £204 pa £34.00

ii) E C Woodards On Travelling and Clerks Expenses

April to £25.00
May 2004

Photo £8.45
copies

Postage £1.96

Telephone £5.00

£40.41

iii) KAPC Subscription for 2004/2005 (£73.43 + VAT) £86.28

iv) Allianz Cornhill Insurance PLC

Insurance premium due 1st June 2004 £256.05

v) Stoke Village Hall – Hire of hall on 26/05/04 £9.00

- d. **Submission of the Final Accounts for the year 2003/2004 together with the Annual Audit Return and supporting Statements for the year.**

Copies of the Accounts Book and the Audit Returns and Statements were produced by the Clerk who went through them page by page. After 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 1st June 2004.

- e. **Precept 2004/2005**

1. Linda Moore PC, Rural Community Officer

Retiring on 22nd May 2004.

2. Bus service – Medway Valley Park

Correct timetables received.

3. Rural Liaison Committee Presentation

Counsellors Beckey and the Chair attended.

4. Access to Broadband on the Hoo Peninsula

Details received.

5. Countryside Agency

Map of registered common land and open country for South East England passed to the Chair.

6. Medway Rural Action Plan

Details passed to Councillor Johnston.

7. Draft Regional Transport Strategy

Received.

8. Parish Council Meeting

It was agreed that the next Meeting be held at 7.00 p.m. on Wednesday 30th June 2004.

Signed:.....

Chairman of the Parish Council

Dated:.....