

# NEWINGTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 26 November 2024  
in the Newington Room, Newington Village Hall

Present: Cllr Tony Mould (Chairman), Cllr Stephen Harvey (Vice Chairman), Cllr Michael Barlow, Cllr Ruth Brown, Cllr Elaine Jackson, Cllr Eric Layer, Richard Palmer and Cllr Barbara Weight; and Mrs Wendy Licence (Clerk)

Also present were Mr Bob Jackson (Pavilion Caretaker) and two members of the public.

Cllr Mould welcomed everyone to the meeting.

## 1. COUNCILLOR VACANCIES

No applications received yet

## 2. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Chris Palmer (at another meeting); apologies accepted. Apologies had also been received from KCCllr Mike Baldock (at another meeting); apologies noted.

## 3. DECLARATIONS OF INTEREST AND LOBBYING

Cllr Brown declared a pecuniary interest in item 16, as her husband is employed by a lighting contractor.

## 4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29 OCTOBER 2024

### i. To consider the minutes of the meetings and if in order sign as a true record

Cllr Layer **PROPOSED** to accept the minutes and confidential minutes of the meeting held on 29 October 2024; **SECONDED** by Cllr R Palmer: **AGREED UNANIMOUSLY**.

Cllr Mould duly signed the minutes as a true record.

### ii. Matters arising from the minutes

credit card application completed

## 5. PUBLIC QUESTION TIME

*Deferred*

## 6. VISITORS

### Borough Councillor

SBCllr R Palmer reported that he had received a lot of correspondence regarding the proposed electricity substation at the junction of Church Lane and School Lane. The bin collections are improving with a just few areas where the contractor has failed to collect. The fly tipping in Bricklands, also known as the Road With No Name, has been dealt with. SBCllr C Palmer is dealing with numerous NHS related issues.

Cllr Mould thanked SBCllr R Palmer for his report.

Police

PC Chittim was unable to attend and submitted the following report:

**Police Surgery – Apology**

- To all those that were expecting to see me at my frequent police surgery at the Cornerstone Café on Thursday 21<sup>st</sup> November. I can only apologise that I did not make it; this was owing to a serious RTC on the M2 which meant the traffic in and through the rest of Swale made it impossible for me to get there. I will be holding this surgery again on Thursday 19th December for anyone that wishes to see me. Once again, my apologies to anyone who may have expected to see me at the last event.

**Incidents of Note**

- Following information received by a local resident a vehicle was seized along London Road, Newington on 04/11/24 by my Traffic Officer colleagues for having no road Tax.
- On 24/11/24 there was a report of quad bikes churning up land on Thrognall Farm, this continues to be an issue. I still require people to give me the names of those owning quad bikes and off-road bikes and come forward with any evidence of traffic offences or criminal damage these vehicles are causing.

Cllr Mould thanked PC Chittim for send the report.

**7. PLANNING**i. To receive an update

Cllr Harvey explained the electricity substation falls under the Town and Country Planning (General Permitted Development) Order. The site is not in the Conservation Area and might be owned by Swale Borough Council; there may be a Wayleave Agreement.

*A member of the public said the transformer is currently up a pole and EDF have contacted neighbours regarding their proposal.*

Cllr Harvey said he has asked SBCllr C Palmer to ask the Planning Department if permission is required; whether there should be a consultation; and if there is a better site for the substation.

Cllr R Palmer said UKPN is unable to install this in the new development as it is too far away. The school would be a better site as it would be fenced off, the proposed site would not be fenced off. Children will walk pass this on their way to school, it is a concern.

*ACTION: Clerk to contact the Planning Officer*

Ref: 24/503889/SUB Gwelo Farm Barn, Bull Lane, Newington ME9 7NB

Submission of details pursuant to conditions 9 (construction method statement), 11 (method of disposal of foul and surface waters), 12 (hard and soft landscape), 15 (external finishing materials), 17 (scheme of ecological enhancements) and 18 (external lighting) subject to application 21/504487/FULL.

Application permitted

Ref: 24/503555/FULL Moat View, Church Lane, Newington ME9 7JX

Erection of a side conservatory (Retrospective).

Application validated: Thursday 29 August 2024

Application permitted

Ref: 24/502295/FULL 4 Church View Cottages, Boxted Lane, Newington ME9 7LD

Proposal: Erection of a timber framed and wood clad building with a concrete base and a tin roof for storage of forestry and agricultural equipment and animal feed.

Awaiting decision

Ref: 24/501988/FULL Tenby House, Keycol Hill, Bobbing ME9 7LG

Proposal: Conversion of outbuilding to form annexe accommodation for habitable living (ancillary use) including part demolition, erection of chimney and alterations to fenestration

Awaiting decision

Ref: 24/502206/FULL Fir View, 111 London Road, Newington ME9 7RH  
Proposal: Section 73 - Application for removal of condition 6 (fence and trellis to boundary with no. 109 London Road) pursuant to 16/508699/FULL for - Change of use of land to a private gypsy and traveller caravan site consisting of 2 no. pitches each containing 1 no. mobile home and 1 no. touring caravan, car parking and associated development.  
Application permitted

Ref: 23/505365/OUT Land To The Rear Of Eden Meadow, Newington ME9 7JH  
Proposal: Outline planning application for up to 25no. residential dwellings (all matters reserved except for access)  
Awaiting decision.

#### *Appeal to the Planning Inspectorate*

Fir View 109/111 London Road, Newington ME9 7RH  
Appeal against enforcement notice: The unauthorised stationing of a static caravan in breach of condition (3) of planning permission 16/508699/FULL.  
PINS reference APP/V2255/C/24/3341780  
The appeal will be determined on the basis of Written Representations.

Ref: 23/505840/FULL Digswell, Lower Hartlip Road, Hartlip ME9 7SX  
Proposal: Demolition of 2no. commercial premises (Use Class E) and erection of 4no. dwellings together with associated parking, refuse and cycle stores, and landscaping.  
PINS reference APP/V2255/W/24/3344926  
The appeal will be determined on the basis of Written Representations.

Ref: 23/503792/FULL Moat View, Church Lane, Newington ME9 7JX  
Proposal: Erection of a detached dwelling for a disabled person with associated parking and minor landscaping works.  
PINS reference: APP/V2255/W/24/3337218  
The appeal will be determined on the basis of Written Representations.

Ref: 24/502425/FULL Cherrymere Keycol Hill Bobbing ME9 7LG  
Proposal: Bungalow loft conversion to include insertion of dormers and rear gabled roof.  
Demolition of existing garage and construction of new garage  
PINS reference: APP/V2255/D/24/3354053  
'The Planning Inspectorate/Secretary of State has decided that this does not offer an opportunity for interested parties to comment further at the appeal stage.'

Cllr Mould thanked Cllr Harvey for his report.

ii. Ref: 24/504613/FULL  
Address: The Pheasantry Wardwell Lane Lower Halstow Kent ME9 7ER  
Proposal: Change of use of agricultural land to 2no. Gypsy/Traveller pitches each with 1no. mobile home and a touring caravan including a shared day room and 6no. parking spaces.  
It was questioned whether there was a need for this when permission had been granted for a bungalow; no clarification has been sought on extended family members.  
It was **AGREED UNANIMOUSLY** to object to the proposal until details of family members have been ascertained.

## **8. AMENITIES**

Meeting held on 19 November 2024

Cllr Jackson reported that concern about anti-social behaviour was raised as three gas cylinders had been found in various locations.

Cllr Layer informed Members that he had removed graffiti.

Cllr Jackson reported that someone had reversed into the track gate and the tension on the wire fence had gone; the Committee approved a quotation of £738 from Maylow Construction to carry out urgent repairs. The Police cut the padlock on the height barrier and also the allotments site, to gain access; the Police will reimburse the cost of new padlocks.

*ACTION: Cllr Layer to request the Allotments Association to send invoice to Clerk*

A new sign is needed for the gate and an emergency contact number needs to be available.

*ACTION: Item for Amenities Committee.*

Cllr Jackson said the contractor still has not installed the new fire door contacts at the Pavilion.

*ACTION: Clerk to chase.*

Cllr Jackson reported the Youth Provision Working Group will meet in the New Year.

Cllr Mould thanked Cllr Jackson for her report.

Cllr Mould asked if a decision has been made regarding the grounds maintenance.

Cllr Jackson said there had been no response from the contractor regarding the price increase. The Clerk said the information is in the quotation.

Cllr Jackson read the information and **PROPOSED** to accept the quotation of £3860.91 from Landscape Services: **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**.

Cllr R Palmer said Swale Borough Council has agreed to install single yellow lines on the corner of Pear Tree Close to enable the bin lorries to access the road; this will have to go to the Joint Transportation Boards and also go out for consultation.

## 9. CEMETERY

### i. To consider membership of a Burial Authority Society

Cllr Layer **PROPOSED** the Council take out a membership to the Institute of Cemetery and Crematorium Management, as recommended by Swale Borough Council, for £100; **SECONDED** by Cllr R Palmer: **AGREED UNANIMOUSLY**.

### ii. To consider Assignment of Exclusive Right of Burial

Councillors **AGREED UNANIMOUSLY** to transfer the Exclusive Right of Burial for grave space CB16, as requested.

### iii. To consider application for a Memorial Bench

*Item deferred to next meeting.*

## 10. SWALE BOROUGH COUNCIL LAND

Cllr Mould reported that the land transfer document has been signed and returned to the solicitor at Swale Borough Council.

## 11. VILLAGE VOICE AND MEDIA

Cllr Mould said the next edition will be a paper version, it will include a Parish Council report and a Police report.

## 12. FINANCE

### i. Cheque list: to consider invoices for payment

Payee	Reason	Amount
Business Stream	Pavilion & Recreation Ground water	<b>£104.41</b>
Mrs LJ Bullard	Face painter- deposit for Fete 2025	<b>£85.00</b>
Maylow Construction Ltd	Installation of baby change unit	<b>£144.00</b>

DCK Accounting	Payroll fees – Nov	<b>£36.00</b>
Mr R Malone	Litter Picking Recreation Ground - Nov Litter Picking	<b>£543.20</b>
Mr MJ Marshall	Cemetery and Churchyard maintenance - Nov	<b>£625.00</b>
Mr R Burrows	Track gate keeper- Nov	<b>£100.00</b>
Administration	Expenses	<b>£54.60</b>
Cllr Mould	Expenses	<b>£22.48</b>

Cllr R Palmer **PROPOSED** to make the payments; **SECONDED** by Cllr Jackson: **AGREED UNANIMOUSLY**.

#### ii. Finance report

Cllr Mould said there will be a Finance Working Group meeting on 13 December.

Cllr Jackson said the Fete budget was not clear on the report.

The Clerk said that this is on a separate spreadsheet.

Cllr Harvey said there had been no payment from the Allotments Association.

The Clerk said the Association had paid for several years rather than just one year.

Cllr Jackson said the baby change unit was purchased with a Covid-19 grant and this needs to be noted.

#### iii. Any other finance matter received by 26 November 2024

##### Bank accounts:

NatWest:- 31.10.24 £47,727.96

Nationwide:- 31.03.24 £46,923.62

Unity Trust:- 31.10.24 £58,401.68

#### **Payments**

22.10.24	DRAX	Pavilion and street lighting	£51.51
24.10.24	DRAX	Pavilion and street lighting	£245.62

#### **Receipts**

08.10.24	John Weir Funeral Director	Cemetery fees	£394.00
15.10.24	S Burrows	Pavilion hire & deposit	£100.00
29.10.24	Stalisfield Parish Council	SLCC subs/ training fees (share)	£87.60
29.10.24	Swans Fitness Group	Community Sports Room hire	£25.00

Cllr Mould reported the banking mandate changes have not yet been implemented.

### **13. THE CIVILITY AND RESPECT PLEDGE**

#### i. Review of Code of Conduct

#### ii. Review of Training Policy

#### iii. Review of Dignity at Work Policy

Cllr Jackson said that she would not consider more than one policy at a meeting. There are standards and there is a timescale for complaints to the Monitoring Officer.

Cllr R Palmer said the Monitoring Officer has discretion regarding timescales.

iv. To adopt an Anti-Bullying and Harassment Policy

Cllr Jackson said this was a template which needed to be modified, there needs to be references to Councillors.

Cllr R Palmer said the document is an HR policy for staff; issues between Councillors are dealt with by the Monitoring Officer.

Cllr R Palmer **PROPOSED** to adopt the Anti-Bullying and Harassment Policy and for the HR Working Group to review any necessary amendments; **SECONDED** by Cllr Layer: **6- FOR, 2- ABSTENTION: MOTION CARRIED.**

v. To pass a resolution to sign up to the Civility and Respect Pledge

Cllr Jackson said that she only wants one policy per meeting.

Cllr Harvey said the first paragraph of the pledge needs cleaning up; are the litter pickers employees or contractors? What about the Caretaker?

Cllr Mould said the litter pickers are contractors and the caretaker receives an honorarium.

Cllr Layer **PROPOSED** the item be moved to the next meeting; **SECONDED** by Cllr Harvey: **7- FOR, 1- ABSTENTION: MOTION CARRIED.**

#### **14. REPORTS FROM MEMBERS**

Cllr Harvey said he had not been able to attend any KALC meetings due to the clash of dates.

Cllr Mould reported the school has had an Ofsted inspection; the results will be published soon. The school was prepared for the inspection.

#### **15. CORRESPONDENCE**

1. 28.10.24- SBC: JKC Policy round-up
2. 29.10.24- KALC: training bulletin
3. 31.10.24- NALC CEO bulletin
4. 04.11.24- KALC newsletter
5. 13.11.24- SBC: Footway Lighting Grant
6. 19.11.24- SCB: Western Area Committee Meeting Thursday 28 November
7. 19.11.24- KALC bulletin
8. 21.11.24- NALC CEO bulletin
9. 21.11.24- Fernham Homes: planned works
10. 21.22.24- KALC Training Bulletin
11. 25.11.24- SBC: Policy round-up

#### **16. STREET LIGHTS**

*Cllr Brown left the room and did not take part in the discussion of this item.*

Cllr Mould said the company needs an asset owner's agreement with UKPN before they can carry out the work. There have been multiple requests to UKPN for this and the form has just been received.

*Cllr Brown returned to the meeting.*

#### **17. ANY OTHER BUSINESS**

Cllr Mould said the Christmas reception will be 17 December at 8pm, the Council meeting will start at 6.30pm. Volunteers will be invited.

*ACTION: Cllr Mould to print invitations*

Cllr Palmer requested a future agenda item- CCTV.

*Item for January agenda*

**18. STAFFING MATTERS**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press were excluded from the meeting during the consideration of Staffing Matters

Councillors **AGREED UNANIMOUSLY** to the change in staff remuneration.

**Date of next meeting: Tuesday 17 December 2024 at 6.30pm**

There being no further business, the meeting closed at 9pm

Signed as a true record of the meeting

Chairman

Date: 17 December 2024