

The Minutes of the Meeting of Thurnham Parish Council held on 17th June 2024.
Held at the Tudor Park Hotel, at 7:30pm.

Councillors present: *Dunlop*
 Shelley
 Skinner
 Smith
 Stark
 Waters
 Wise

Also: Sherrie Babington, Parish Clerk, Ward Cllr Mark Naghi, and Members of the Public.

The meeting was chaired by Parish Cllr Skinner.

1. **Apologies.**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

Apologies were received from Parish Councillor Duncan, MBC Councillors Thompson and Jones, KCC Cllr Prendergast.

2. **Parish Councillor Vacancies.**

To consider any applications for Co-option.

No applications to consider.

3. **Declaration of Interest.**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

No interests were declared.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

No dispensations were considered.

4. **Minutes of the previous Meeting.**

The Minutes of the previous meeting were circulated to all members.

It was proposed by Cllr Stark to accept these as a true record, subject to an agreed amendment, these were seconded by Cllr Wise and agreed by all present.

The Minutes were then signed and dated by the Chairman of the meeting.

5. **Matters arising from the Minutes.**

To consider any matters arising.

There were no matters arising.

6. **Public Participation.**

To discuss any questions received by members of the public.

A resident attended the meeting to speak about the overgrown hedges along Thurnham Lane under the railway bridge. He stated that the footpath was now impassable. Also, the footpath from Ware Street to the Bell was overgrown.

Action: Clerk to report the KCC Highways.

The resident spoke regarding the operations at Court Farm and a planning application that was due to be submitted to the Borough Council for their new site in Water Lane.

The Chairman confirmed that the PC had not received a planning application for the site in Water Lane at present, but when consulted by MBC it would consider it and respond accordingly.

7. **Clerks Report.**

To receive the Clerks Report.

The Clerk's report was noted by members.

Maidstone's Armed Forces Day Flag Raising Ceremony - 24 June

The Deputy Mayor, Cllr Martin Round, is deputising for the mayor at this year's Armed Forces Day by holding a flag raising ceremony on Monday, 24 June at 10.30 in Jubilee Square in front of the Town Hall. The flag will then fly for the duration of the week from the Town Hall mast.

The Deputy Mayor would like to invite you and your spouse/partner to join him and members of Council for coffee at 10.15. Light refreshments will be served following the ceremony in the Council Chamber.

John Horne to represent the PC at this event.

8. **External Reports:**

a. **To receive the MBC Ward Councillor's Report.**

Apologies were received from Ward Cllrs Thompson and Jones, a written report from Cllr Thompson was noted by members.

Ward Cllr Naghi attended the meeting and spoke regarding his role on the Borough Council and his involvement with the local community.

b. To receive the KCC Councillor's Report.

Apologies were received from KCC Cllr Shelina Prendergast.

c. To receive the Police Report.

No report was received.

d. To receive Parish Councillors Reports.

No report was received.

9. Joint Parish Group & Local Plan.

To receive a report on the Coordinating Group and Local Plan.

Cllr Smith reported that a meeting of the Trustees would take place in July.

10. St Marys Church.

To receive a report on St Marys Church.

No report was received.

11. Financial Matters:

a) Financial Statement.

To receive and approve the financial statement and payments.

The financial statement was circulated to all members for consideration. This was proposed by Cllr Shelley, seconded by Cllr Stark, and agreed by all present.

b) Request for a Grant/Donation.

I am writing to you on behalf of Bearsted Parish Council who for many years now have provided a non-profit Summer Playscheme for primary school aged children from the local areas including Bearsted, Downswood, Thurnham and Boxley.

This year the scheme is running for 8 days at the start of the summer holidays. Each year sees high demand for tickets with 1000 places expected to be filled during the 8-day period. Children attend from all of the surrounding areas including many from Thurnham Parish.

This year the dates will be Wednesday 24th July 2024 to Friday 2nd August 2024.

The Playscheme gives a local, safe and reasonably priced option for families needing childcare over the summer holidays. This is seen as a much-needed resource for the local community.

During the time spent at the Playscheme, children are able to take part in lots of fun activities, build on life and social skills and make many new friends.

We are in the initial stages of preparing for this year's Playscheme and every year we try to keep the price for children to attend to an affordable amount. To achieve this, we are approaching neighbouring parishes and local community organisations asking if they would kindly consider donating a sum of £250.00 towards the running costs of the much-valued community scheme.

A donation of £250 was agreed by all present. (Shelley/Skinner)

c) 2023/2024 Accounts, Internal Controls and AGAR.

To receive and agree the 2023/2024 Accounts, Internal Controls and AGAR.

- i. To approve the Annual Governance Statement for 2023/24, Section 1 of the Annual Return for the year ending 31 March 2024. The Chair of the meeting and the Clerk to sign.
- ii. To approve the Statement of Internal Control in support of the Annual Governance Statement and Accounting Statements for 2023/24, Section 2 of the Annual Return for the year ending 31 March 2024 and the supporting Bank Reconciliation as of 31 March 2024 and if necessary, the explanation of the significant variations from last year (2022/23) to this year (2023/24) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chair of the meeting to sign.

The 2023/2024 Accounts and AGAR were proposed by Cllr Shelley, seconded by Cllr Stark, and agreed to by all present.

12. Planning Matters:

a. Planning Application Received

No applications to consider this month.

b. MBC Planning Decisions

24/501600/LAWPRO

25 Fulbert Drive Bearsted Kent ME14 4PU

Lawful Development Certificate for proposed garage conversion and replace the existing garage door with window. Repositioning of side door and block up existing.

Application Refused

The Council hereby REFUSES to grant your application dated 16.04.2024 for a certificate of lawful use or development for operations or matters described above in the First Schedule in respect of the land specified in the Second Schedule.

The grounds for refusal are:

(1) Condition (ii) attached to the planning permission for the original dwelling under reference 86/0522 restricts the use of the garage as parking and as the proposal would result in the loss of the garage it is not permitted development and would require submission of a full planning application.

24/501120/FULL

4 Peverel Drive Thurnham Kent ME14 4PS

Erection of first floor side extension.

Application Permitted

24/501413/SUB

Scammell Lodge Friningham Detling Kent ME14 3JD

Submission of details to discharge condition 12- Programme of archaeological work, pertaining to 20/506149/FULL

Application Permitted

24/500875/FULL

The Squirrels Thurnham Lane Thurnham Kent ME14 3LG

Change of external materials to bungalow (retrospective).

Application Permitted

c. Other Planning Matters.

No other matters to consider.

13. Highway & PROW Matters.

a. To consider general highway and PROW matters.

Cllr Stark reported that the overgrown vegetation had now been cut at the top of Caring Lane to improve the sightlines.

Cllr Shelley reported that the road widening scheme at Notcutts was now on hold due to lack of funds.

Cllr Skinner reported that visitors to the converted Church on Chapel Lane were blocking the pavements when they met for a service.

The Clerk was asked to write to the organisation.

Action: Clerk to action.

b. HIP (Highways Improvement Plan).

To receive an update on the Highways Improvement Plan.

14. Parish Council Policy Review.

To review the following policies, these can be found on the PC website and there are no proposed changes:

- Standing Orders
- Financial Regulations
- Bullying and Harassment Policy
- Equal Opportunities Policy
- Publications Scheme
- High Consequence Infectious Diseases Policy
- Donations Policy
- Public Participation Policy
- Data Protection Policy
- Complaints Policy
- Social Media Policy

- Internal Controls Policy
- Disciplinary Policy
- Equality and Diversity Policy
- Section 101 Scheme of Delegation Policy
- Freedom of the Parish Policy
- Dignity at Work Policy

The Policies were received and adopted, proposed by Cllr Shelley, seconded by Cllr Wise and agreed by all present.

15. Future Agenda Items.

To consider any future items.

- Freedom of the Parish Award.

16. Date next Meeting

Monday 15th July 2024

There being no further business to discuss the meeting was closed to the press and public at 8.32pm.

Signed.....

Dated.....