

Queenborough Town Council

Minutes of the Queenborough Town Council held on **Monday 26th September 2022**

at the Queenborough Guildhall at 19:30 Queenborough Guildhall

The meeting was recorded.

Present: Councillors Ashley Shiel (Mayor), Sandra Fowle, Jackie Constable, Peter Marchington, Sue Simpson, Zoe Stockbridge, Janet Flew.

No Town Clerk present. The Clerk to Queenborough Town Council, Lisa Gransden – mobility issues in attending the meeting in person and unable to join the meeting online due to technical issues.

1 member of the public.

Lee Fennell Local PCSO.

There was no minute's silence held for the Queen.

1. Emergency Evacuation and Covid-19 secure procedures – the Mayor explained the Council procedure.

2. Apologies and grounds for absence – Notified to the Clerk prior to the meeting Cllr Telford (holiday) and Cllr Beart (attending Swale Borough Council meeting). Received on the night Cllr Darby (attending Swale Borough Council meeting) and Cllr Swarbrick (childcare).

3. Declarations of Interest – None

4. Public questions – Member of public living on the High Street with back garden overlooking the Town Quay, expressed concerns about reports of a fence being erected around the Quay. Also concerned that certain members who use the Quay are leaving it in a dangerous and untidy state. The Clerk to contact SBC as the landowner to find out more about this. **Action the Clerk**

5. Policing Matters – Lee Fennell the local PCSO read out his report, no report has been received by the Clerk for distribution.

6. Minutes of the Full Council meeting held on Monday 15th August 2022

The minutes were reviewed and adopted as a true copy, signed as a true copy by the Mayor, Cllr Ashley Shiel.

7. Review of Matters arising from previous meeting held on Monday 15th August 2022

None

8. Mayors remarks

The Mayor thanked everyone for coming on this cold night.

9. Review of Queenborough Town Council policy for the protocol for the death of the Sovereign or Senior National Figure.

The Clerk had circulated the policy to Councillors for review and update since the recent passing of the Sovereign.

Councillors reported on how the recent operation went following the sad passing of Her Majesty the Queen. Reporting on an amazing job where all councillors helped when the pressure was asked with the Book of Condolence and thanking Cllr Marchington for his frequent trips up and down the ladder for the Guildhall flags.

Councillors had forgotten to return their black armbands this evening, The Mayor said Councillors could keep them for their memory boxes and the Council will replace for the future, all agreed. **Action the Clerk**

Cllr Fowle reported the flowers under the current protocol are to be removed one week from the day of the funeral, the Mayor said he would organise their clearance at the Church.

Cllr Fowle reported Queenborough did extremely well without any prep, Cllr Marchington seconded this that 'Queenborough just did it again'.

The Clerk was thanked for her organising considering she was off sick with everything organised where it should have been.

The Mayor covering all the guildhall tables with black tablecloths helped make the guildhall a lovely place for people to come and pay their respects quietly.

Cllr Marchington reported on a picture needing framing.

The Proclamation was done very well with the Mayor the right person to speak.

The Mayor reported it was a team effort and we do not need to change anything on the protocol.

The Council did not update the policy for protocol. **Action the Clerk**

10. Proposals for Grants/Donations

a) Funding grant towards the Tourist Information Centre on the Isle of Sheppey where Councillors agreed to the proposals from the F&GP Committee to award the information centre fifty pounds, towards the running cost of the centre. **Action the Clerk**

b) Donation to the Guildhall Museum

Councillors had been notified of the removal of item 10(b) from the agenda prior to the meeting by the Clerk, due to the item being resolved at Full Council on 15th August 2022.

Councillors went ahead with the item tonight and again agreed to donate the £150 to the Queenborough Museum from the Queenborough Fishery Trust storage receipt on the proposals from the F&GP Committee.

11. To consider opting out of the SAAA central external auditor appointment arrangements.

Councillors had been circulated supporting information from the Town Clerk.

The Committee deferred the item to the next F&GP meeting when the Clerk is in attendance as proposed by the F&GP Committee earlier tonight.

12. Queenborough Post Office Consultation

Councillors had been circulated supporting information from the Town Clerk regarding if there was a requirement for a local consultation for the residents of Queenborough & Rushenden by QTC.

The Mayor reported there is nothing to do other than sit and watch, Queenborough Stores have applied for stopping up order.

13. Members Allowance

Councillors had been circulated a report from the Clerk on the current and proposed members allowances.

Councillors agreed with the proposal from F&GP that a basic allowance for Town Councillors was increased to £339.30 from £272 in the previous year, £339.30 being the maximum of 5% of Swale Borough Councillor's Basic Allowance for 2022/2023. **Action the Clerk**

14. Financial Reports –

i) The cashbook and bank reconciliation were noted for July and August 2022, as approved by the Finance & General Purposes Committee, the Council approved the items with no matters arising.

ii) Review of payments in July and August 2022

Payment reports were approved for July and August 2022, as approved by the Finance & General Purposes Committee. There were no matters arising.

iii) Authorisation of proposed payments due and paid between meetings of the F&GP and Full Council – all payments were approved as the F&GP meeting this evening.

15. Committees and Working Party Reports

(i) Environment Committee

Draft minutes of the Environment meeting held on 30th August 2022 were circulated to all councillors by the Clerk.

The Mayor reported the Environment meeting was cancelled due to the period of mourning.

The Council did, therefore, not approve the actions of the Environment Committee

(ii) Environment Committee working parties:

a) In Bloom

Cllr Fowle reported that the SSEIB results should have been announced on Friday and tried to look online for the Q&R results.

b) Allotments – None

c) Christmas Lights – None

d) Community Crisis Plan – None

e) Emergency Food Bank

Cllr Constable reported food bank requests are going up. And Councillors spoke about Vegan options being expensive. The food bank committee do not know what presentation to do at the Climate Roadshow this week, in relation to the food bank.

(ii) Finance and General Purposes Committee –

There were no draft minutes of the F&GP meeting as it was held earlier tonight, due to being postponed for the mourning period of the late sovereign.

The Council could, therefore, not approve the actions of the F&GP Committee.

(iii) Planning Committee – None.

The Council noting the draft minutes, approved the actions of the Planning Committee.

16. Reports from QTC representatives serving on other bodies

Local Community bodies

- a) Queenborough Town Community Centre** – The Mayor reported the meeting had been cancelled as they did not have enough Trustees to run a meeting. Mr and Mrs Poppe have left as trustees at the centre. Mrs Friday is taking time off for a while.

Cllr Constable reported QTCC had been awarded £3,500 from Southern Water and money for Queenborough Fishery Trust. SAC had also awarded them money, but it was unknown what the funding was for.

- b) **Queenborough Fishery Trust** – Cllr Constable reported on a meeting last Tuesday in Faversham where no QTC representatives attended. The next meeting will be a grant meeting, reporting to Cllr Fowle that the criteria for a grant is on the QFT website.
- c) **Queenborough Harbour Trust** – Cllr Fowle reported QHT had the busiest season. They are looking for volunteers, the new Harbour Master has had poor health recently. The Market is for artisans and not businesses. A stall holder was now organising the market. There were only three stalls at the market last week, Cllr Marchington reporting they can only hold fourteen events a year under the licence. Cllr Fowle reporting SBC have said all holders need DBS checks, but this was not the case in Faversham. Some got DBS checks, and some did not. Cllr Simpson reporting once a month may have been suitable for the market, it may have been too much holding a market weekly.

Cllr Fowle reported there is an issue with the blue huts, the Dutchman are looking for a licence for it and some residents are unhappy for music all the time under a music licence, something like jazz band 10am to 3pm would be fine but music till 11.30pm at night would not. Cllr Constable reported she had filled in a complaint form. Cllr Simpson reported she hears the Rose Public House from her house, but it is only seasonal and not a problem.

- d) **Queenborough School and Nursery** – Cllr Stockbridge reported on a company called 'Wow' who entice people to walk to School. She realises the School has tried it before but wondered if the Town Council became involved and help if it would work. There are weekly walk challenges encouraging children with badges. Cllr Stockbridge will mention this to the school.
- e) **Rushenden Community Hall Association** – Cllr Marchington reported the back area of the building, will be three to four weeks before completion.
- f) **Rushenden Community House** – Cllr Fowle and Cllr Flew will be visiting the house on Wednesday and update the Council at the next meeting.

Swale Area Bodies

- g) **KALC Swale Area Committee** – None.
- h) **Local council's Liaison forum of SBC** – None.

- i) **SBC Swale Area Committee**– The Mayor reported he missed the meeting as he did not see the date change; reporting it was a grant meeting with nothing that excited him on the list.

- j) **Swale Joint Transport Board** – None.

- k) **Swale Rail** – None

- l) **VEL Surgery PPG** – None

17. Correspondence –

Councillors had been circulated two items of correspondence by the Clerk.

An anonymous letter from Harold Street, to which QTC cannot respond relating to items questioning advertisements from local organisations outside of QTC remit.

An invitation to the Sheppey Light Railway event on Friday.

18. Late inclusions previously notified to the Mayor – None

16. Any other Business –

The Mayor suggested a gift for the PCSO leaving the Community. An engraved tankard was agreed, The Mayor will get this ordered.

There being no further business the meeting was declared closed at 20.48

Date of next meeting – 7th November 2022