

Queenborough Town Council

Minutes of the Queenborough Town Council held on **Monday 30th January 2023**

at the Queenborough Guildhall at 19:00

ALL MINUTES ARE WATERMARKED 'DRAFT' AND REMAIN A DRAFT COPY UNTIL THEY ARE AGREED AT THE NEXT RELEVANT COUNCIL OR COMMITTEE MEETING.

Present: Councillors Ashley Shiel (Mayor), Jackie Constable, Peter Marchington, Janet Flew, Paula Telford, Sue Simpson, Richard Darby, Zoe Stockbridge

The Council paused for a minute silence to pay respect to the Deputy Mayor of Queenborough Councillor Cameron Beart.

1. Emergency Evacuation – there were no public members present and Councillors were aware of the Council procedures.

2. Apologies and grounds for absence – Cllr Swarbrick (another organisation's meeting), Cllr Fowle (family)

3. Declarations of Interest – None.

4. Public questions – None.

5. Policing Matters – None.

6. Minutes of the Full Council meeting held on Monday 19th December 2022

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

7. Review of Matters arising from previous meeting held on Monday 19th December 2022

None.

8. Mayors remarks

The Mayor thanked everyone for coming to the meeting, this was a tough time on the Council losing Councillor Cameron Beart and not having his future presence.

9. Councillor vacancy

Following the passing of Cllr Beart there was now a vacant seat on the Council. Due to being within six months of general elections there would be no election held and the Council agreed by resolution to not co-opt and wait until the elections in May 2023 to replace the seat.

10. Queenborough Town Council Insurance

Councillors reviewed the review of risk dated January 2023 prepared by the Clerk, all agreed that no further changes were required to the insurance policy. The insurance is on a long-term agreement with Zurich expiring in 2024 and the sum of £2,298.16 is payable on renewal in February 2023. The Council agreed to the Clerk actioning the renewal of the insurance. **Action the Clerk**

11. Review of Grant Application for Queenborough Bowling Club as proposed by the Finance & General Purposes Committee.

F&GP recommended funding in the sum of £1,800 for replacement fencing at the Bowling Club perimeter. Since the meeting of F&GP a quote in the sum of £1,400 had been received for the replacement fencing at the Bowling Club. The Town Council by resolution agreed to fund £1,400 from discretionary grants for the project. **Action the Clerk**

12. Standing Orders QTC retention policy – item was deferred.

13. Public open office hours as proposed by the Finance & General Purposes Committee It was agreed by resolution.

Public open office hours were reviewed, and it was agreed that the outdated sign on the front of the council office building be replaced. The new sign and open public office hours agreed, to read.

Queenborough Town Council

Open to the public

Tuesday 9.15am – 12.00pm

Thursday 9.15am – 12.00pm

And by appointment.

Tel: 01795 668509

14. Ladybird Centre at Rushenden

The Mayor reported on the proposed closure of local community services buildings by Kent County Council.

There is an online consultation, Councillors are encouraged to complete.

Councillors agreed for the Clerk to submit feedback to the consultation stressing the importance of keeping the Lady Bird Centre in Rushenden. **Action the Clerk**

15. Financial reports

i) Cashbook and Bank Reconciliation

The Cashbook and Bank Reconciliations for November and December 2022 as approved by the Finance & General Purposes Committee, were approved by Full Council with no matters arising.

Cllr Marchington as Chair of Finance reported the food bank cash receipts/expenses would be given to the Clerk ahead of January's cashbook being produced, for her updated bookkeeping records.

ii) Review of payments made between the Full Council meetings

Payment reports were approved for payments made between the meetings.

iii) Authorisation of proposed payments due

Payments were approved for Swale Borough Council In Bloom, Payroll, British Telecom, Reimbursement to the Town Clerk for Coronation flag and banner. Zurich Insurance, Viking Stationery and Gleem Tidy. **Action the Clerk**

16. Committees and Working Party Reports

(i) Environment Committee

Draft minutes of the previous Environment Committee meeting had been circulated to all councillors by the Clerk, prior to the meeting.

The Mayor reported on Southern Water's visit to the last meeting with Castlemere residents.

The Council approved the actions of the Environment Committee

(ii) Environment Committee working parties:

a) In Bloom

Cllr Paula Telford reported on Ali Corbel our Swale Borough Council In Bloom coordinator losing her role and being offered a different role within SBC which would not support In Bloom. SBC have agreed to pay the entry fee for SSEIB entry this year for QTC. Cllr Telford and the Clerk had met with Ali today looking at the paperwork and work involved for the Town Council to continue entering SSEIB, the Clerk has agreed to take over the paperwork with the help of the Chair of In Bloom recording events throughout the year.

Councillors by resolution agreed to support the Committee and Clerk in continuing with In Bloom under Queenborough Town Council. **Action Town Clerk.**

The Clerk reported on a successful funding bid to the RHS for an In Bloom Climate Change project harvesting rainwater for the sum of £2,500, to which she is awaiting confirmation of funds paid into the bank.

a) Allotments

Cllr Paula Telford reported on her meeting with AAM Gardening regarding tree planting at the Park Avenue Allotment Site in spending the five hundred pounds donation from power networks for trees at the site. AAM have advised planting silver birch, poplar and fruit trees. AAM will purchase the trees the Chair will look at setting up a planting day.

b) Christmas Lights

The Mayor reported that all the light units were down.

The Clerk reported on funding applied for from the Swale Members Grants from Swale Borough Councillors Richard Darby and Peter Marchington, who had both agreed to donate £350 each to the Christmas Lights for the purchase of new sockets this year.

The Clerk reporting that twelve new sockets are required at a cost of £134.55 each total sum £1614.60, further fundraising/grants will be required by the Christmas Lights committee.

A date was set for a meeting on Monday 6th February at 6pm in the Committee room for the Christmas Lights Committee.

b) Community Crisis Plan – None.

c) Emergency Food Bank

Cllr Darby reported numbers were up. Discussions centred around how food banks are operated in other areas.

Coronation Event

A date was set for a meeting for the Coronation Event at 6.30pm in the Committee room.

The Council approved the actions of the working parties.

(ii) Finance and General Purposes Committee –

Draft minutes for the previous F&GP Committee meeting had been circulated to all Councillors by the Clerk, prior to the meeting.

Cllr Marchington reported everything was in order.

The Council approved the actions of the F&GP Committee.

(iii) Planning Committee –

Draft minutes for the previous Planning Committee meeting had been circulated to all Councillors by the Clerk, prior to the meeting. There were no further matters discussed.

The Council approved the actions of the Planning Committee.

17. Local Community bodies

a) Queenborough Town Community Centre – No Councillors attended the last meeting.

b) Queenborough Fishery Trust –Cllr Constable reporting there is a meeting on the 22nd of February.

- c) **Queenborough Harbour Trust** – The Mayor reported the Classic Boat Festival will go ahead this year.
- d) **Queenborough School and Nursery** – Cllr Stockbridge had nothing to report.
- e) **Rushenden Community Hall Association** – Cllr Marchington reported that the planning application had been delayed at SBC and the club were looking at a spring opening of the new extension.
- f) **Rushenden Community House** – The Clerk reported on their recent advertising of lots of events currently taking place at the House on social media.

Swale Area Bodies

- g) **KALC Swale Area Committee** – Cllr Swarbrick was the only representative now present on the committee due to Cllr Beart passing, the Clerk will enquire if Cllr Swarbrick plans on attending any meetings of the KALC SAC Committee.
- h) **Local council's Liaison forum of SBC** – No updates.
- i) **SBC Swale Area Committee**– None
- j) **Swale Joint Transport Board** – With Cllr Beart passing there was no representative at present, The Mayor reported he would try to attend the next meeting.
- k) **Swale Rail** – None
- l) **VEL Surgery PPG** – Cllr Telford reported on a productive meeting and things moving forward.

18. Correspondence

- a) The Clerk reported on a resident email received regarding the previous meeting of the Town Council in relation to further speed restrictions being put into place of 20 mph speed limits along the High Street, the resident also reporting that QTC could not fund any further restrictions.

Councillors replied to the Clerk that the meeting had closed prior to the resident speaking and no minutes were taken.

Councillors reporting that the PCSO in attendance at the December meeting had asked for reports to be made to him and also by using 101 reporting of speeding incidents in the Town. The Mayor reported he had said it was KCC Highways at this time, which would not have the funds to support further restrictions.

The resident email continued asking for the Town Council to address the 20 mph signage at the west end of the High Street, stating there are no 20 mph signs at the junction of West Street and Park Road as drivers would be unaware of the speed limit unless they drove from the seawall end of the High Street.

Repeater 20 mph signs exist as follows.

(1) repeater 20 mph along West Street on approach to the High Street by the Admirals Arms, (2) repeater 20 mph along High Street outside Bosuns, (3) repeater 20 mph along High Street outside number 28 High Street, (4) repeater 20 mph along Park Road by the Car Park, (5) repeater 20 mph along North Road by the new house buildings (6) Entry 20 mph sign at junction of North Road/Whiteway Road.

Councillors agreed that there are adequate 20 mph signs to make drivers aware of the 20-mph speed limit in this area and no further action is required at this time by the Council.

Councillors asked that Queenborough Town Council close the matter and the resident is asked to take any further concerns in this regard Kent County Council highways.

b) The Clerk reported on correspondence from Leobay campsite regarding anti-social behaviour and the destruction of the Sea Wall and coastal footpath along Alsager Avenue. Councillors noted photos of the area, where 4x4 vehicles are driving/spinning and turning up the greenspace area.

The Clerk had reported to the local PCSO and 101 and has advised the owner of Leobay to do the same. The PCSO has replied that he will attend this area and Kent Police from 101 have also confirmed they will patrol.

The Clerk has also reported to the PCSO and Kent Police the vandalised trees, dog poo bin damage and 4x4 driving on the greenspace behind Rushenden Community House, again receiving confirmation that the area in Rushenden, will be patrolled by the police.

19. Late inclusions previously notified to the Mayor

a) The Mayor reported on The Rt Revd Rose Hudson-Wilkin visit to Queenborough on the 20th of February, when she would like to visit the Town Councillors at the Guildhall. A light lunch will be provided by the Mayor and all Councillors are invited to attend.

b) The Clerk updated the Council on current grants she is working on for the Council.

i) Swale Borough Council Members Grants of £350 each for the Christmas Lights Sockets from SBC Cllr Peter Marchington and Cllr Richard Darby.

ii) Swale Borough Council Members Grants, open amount, stating all funds will be used for the benefit of the community for the food bank from SBC Cllr Peter Marchington and Cllr Richard Darby.

iii) RHS grant for the In Bloom Climate Change project in the sum of £2,500

iiii) Looking for a grant to apply for towards the cost of the Coronation Event.

20. Any other Business

CLlr Stockbridge reported on the map/brochure/board outstanding from Handy Prints. Councillors were shown two maps and chose one to be further produced for the brochure/board, the Clerk agreed to further work with CLlr Stockbridge on this.

CLlr Flew reported that the wildfire event this year will be held on 17th September 2023 the same day as the Harbour Boat Show.

The Mayor thanked the Council in how swift, QTC acted on the candlelight visual for CLlr Cameron Beart at Queenborough Park.

There being no further business the meeting was declared closed at 20.44.

Date of next meeting – 13th March 2023