

Queenborough Town Council

Minutes of the Queenborough Town Council held on **Monday 4TH July 2022**

at the Queenborough Guildhall at 19:00 Queenborough Guildhall

Present: Councillors Ashley Shiel (Mayor), Paula Telford, Cameron Beart, Richard Darby, Sandra Fowle, Zoe Swarbrick, Jackie Constable, Peter Marchington, Sue Simpson

Queenborough Wild Swimmers, 3 No. representatives.

The Clerk to Queenborough Town Council, Lisa Gransden.

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

2. Apologies and grounds for absence – Cllr Flew (unwell) and Cllr Clulow (childcare)

3. Declarations of Interest – None

4. Public questions – Item of correspondence on tonight's agenda was moved forward regarding Jet Skis in Queenborough.

Queenborough Wild Swimmers reporting on the problems arising from some of the Jet Ski operators. Recent incidents were reported where swimmers have been circled in the water by jet skiers, leaving swimmers upset and distraught. All incidents are said to be reported to the police.

The Wild Swimmers are trying to set up a meeting with local organisations, the Town Council agreed to host an Extraordinary Council meeting for the Wild Swimmers, due to the current suspension on outside bodies hiring of the Guildhall under SBC current conditions.

Action the Clerk

5. Policing Matters – Cllrs noted the July report from the PCSO. There were no further matters considered from the report.

6. Minutes of the Full Council meeting held on Monday 23rd May 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 23rd May 2022

None.

8. Mayors remarks

The Mayor thanked everyone for coming on such a beautiful evening.

9. Adoption of accounts and annual audit return for the year ended 31.3.2022

- a) The Accounts were adopted for the year to 31 March 2022 by the Council and signed by the Mayor of Queenborough, Cllr Ashley Shiel.
- B) The Audit return was approved by the Council for 2021/2022 along with the internal auditor report and signed by the Mayor of Queenborough, Cllr Ashley Shiel.
- C) The Statement of Internal control was approved by the Council for 2021/2022 and signed by the Mayor of Queenborough, Cllr Ashley Shiel.

The Clerk reported on the late filing of the audit with the external auditor, due to the internal audit report not completed until today.

10. Queenborough Town Council Social Media, Electronic and Virtual Communication Policy

The policy dated 15th June 2020 was reviewed and adopted with no changes by the Town Council.

11. Financial Reports –

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

ii) **Review of payments in April and May 2022**

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

iii) **Authorisation of proposed payments due** – all payments were approved.

12. Committees and Working Party Reports

(i) Environment Committee

The Council noting the draft minutes, approved the actions of the Environment Committee

(ii) Environment Committee working parties:

a) **In Bloom**

Cllr Paula Telford reported on Wednesday this week being SSEIB judging day.

b) **Allotments**

The Clerk reported on Lower Medway Drainage Board arranging a date in the next few weeks to clear the Park Avenue allotment watercourse. **Action the Clerk**

c) **Christmas Lights** – None.

d) **Community Crisis Plan** – None.

e) Emergency Food Bank

Cllr Darby reported numbers were increasing with four new homes added last week. Cllr Beart reported on the grant funding received by Sheerness food bank with Queenborough town reported as benefiting from the grant.

(ii) Finance and General Purposes Committee – Cllr Marchington reported on being happy with the first meeting and continuing to control and noting reports in the future.

The Council noting the draft minutes, approved the actions of the Finance and General Purposes Committee.

(iii) Planning Committee – Cllr Shiel reported on the recent application considered for Fig Tree House along the High Street.

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

13. Reports from QTC representatives serving on other bodies

Local Community bodies

- a) Queenborough Town Community Centre** – No Councillor representatives attended the last meeting.
Cllr Marchington reporting on the window ledge on front of building requiring replacement, this will require scaffolding, suggesting this is looked at in the future.
Cllr Marchington reported on the damp floors possibly coming from a basement filled with water. He will look further into this and report back to the Council.
- b) Queenborough Fishery Trust** – Cllrs reported on a grant meeting which was the first face to face meeting since Covid, the next meeting is on the 19th of July where the QFT representatives will be able to report on the Jet Ski problems in Queenborough.
- c) Queenborough Harbour Trust** – Paul Kite is the new Harbour Master and has been incredibly busy.
- d) Queenborough School and Nursery** – No Councillor present tonight to report.
- e) Rushenden Community Hall Association** – Cllr Marchington reported that work had started on the disabled toilets and rear hall with 3-5 weeks before completion.
- f) Rushenden Community House** – Cllr Fowle will meet with Wendy at the House tomorrow for the first time and report back to the next Council meeting.

Swale Area Bodies

- g) KALC Swale Area Committee** – Cllr Beart reported there had been no meeting.
- h) Local council's Liaison forum of SBC** – None
- i) SBC Swale Area Committee**– funding is available up to £47,000 for the isle of Sheppey.
Cllr Beart had raised the Guildhall building maintenance, the Clerk reported on the update on the roofing by the Gentleman's toilets in the Guildhall/44 High Street building.
Also, the Clerk reporting on SBC agreeing to new carpet at 44 High Street and sash window refurbishment. The bottom floor will require clearance of rooms once dates are planned for the works with the contractors.
- j) Swale Joint Transport Board** – Cllr Beart reported there was nothing at the recent meeting for Queenborough, but they would be resurfacing the Sheppey Way.
- k) Swale Rail** – Cllr Beart will chase up the painting of the outside railings as Cllr Telford raised the question.
- l) VEL Surgery PPG** – Cllr Telford reported the first meeting will be held on the 21st of July.

14. Correspondence – All correspondence was noted, items were.

1. Giant Deck Chair use by Curly's Farm, 2. Olympic glass telecom to Clerk. a) Member of staff car side window smashed in daylight hours, last week. b) One of the new windows was smashed in the evening last week. Gave PCSO details and asked to report to 101, they updated that PCSO visited them quickly. 3. Response to Sheerness Times Guardian and further communication. 4. Anonymous letter re boats lack of advertising. 5. Letter of thanks for Jubilee. 6. Letter from resident re Jet Skis. 7. Spoken report from Clerk re Queenborough Wild Swimmers re jet skis and use of Guildhall this item was moved up on the agenda and reported at item 4.

There were no further actions taken by the Town Councillors to correspondence items.

15. Late inclusions previously notified to the Mayor – the Mayor notified the requirement for a stairgate at the top of the landing stairs, at the request of the Museum for when children visit on a tour. The Mayor will purchase a suitable gate in liaising with the Clerk.

16. Any other Business –

Cllr Telford asked if there had been any interest in the Handy Person, the Clerk had not received any interest to date.

Cllr Telford reported on the high weeds at the back of 44 High Street, the Town Council had already paid once to have this area cleared. The shed purchased by the Food Bank was still lying in the back yard and the roofers had problems in getting a ladder to the roof last week because of the shed lying there.

Cllr Telford reported on Unit Engineering unable to fit the other NHS bench at the Rushenden First Avenue site due to the concrete disturbing the block paving, the legs are good on the bench in place, maybe a new bench design to fit could be discussed in the future.

Cllr Beart reported that Neats Court Car Park which now has new owners who have rented out the car park, the Car park is now monitored.

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

Date of next meeting – 15th August 2022