

Queenborough Town Council

Minutes of the Queenborough Town Council held on **Monday 6th November 2023**

at the Queenborough Guildhall at 19:00 Queenborough Guildhall

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, Sandra Fowle, Mick Constable, Zoe Swarbrick
Sue Simpson at item 5.

Cllr Mike Whiting (KCC & SBC Councillor) and PC Thomas Maybank (Kent Police)

1. Emergency Evacuation – The Mayor made all aware of the Council procedures in an emergency on exiting the building and the meeting point across the Road.

2. Apologises and grounds for absence – Councillors Janet Flew – Stuck on a train, Paula Telford - Sick, Richard Darby – Family matter.

3. Declarations of Interest – None.

4. Public questions - None

5. Policing Matters – PC Maybank read his report and discussed with Councillors. Reporting on plans for a dedicated officer to deal with anti-social behaviour and thefts from shops on the Isle of Sheppey.

Cllr Sue Simpson entered the meeting.

6. Minutes of the Full Council meeting held on Monday 25th September 2023

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 25th September 2023

None.

8. Mayors remarks

The Mayor thanked everyone for coming now the winter weather is upon us.

9. Councillor Resignation

It was reported to the Council by the Clerk of the resignation of Cllr Zoe Stockbridge, SBC have been notified and the Council may Co-opt if an election is not called.

10. Representative to Queenborough School and Nursery

A new representative was appointed due to the resignation of Cllr Zoe Stockbridge, Cllr Jackie Constable accepted the role.

11. Representative to KALC Swale Area Committee

A new representative was to be appointed due to the resignation of Cllr Zoe Stockbridge, Cllr Peter Marchington remains one representative on the committee, and it was agreed at this time to review a second representative to replace Cllr Stockbridge in the new year.

12. Representative to the Swale Area Committee of Swale Borough Council

A new representative was appointed due to the resignation of Cllr Zoe Stockbridge, Cllr Sue Simpson accepted the role.

13. Representative to the Sheppey Light Greenway Project

A new representative was appointed Cllr Sandra Fowle.

14. Extension to the Allotment Site at Park Avenue

It was agreed by resolution to accept Swale Borough Council's offer of use of the extension land at the Park Avenue allotment site for providing allotment plots for the public, prior to any legal handover of the land to QTC.

The land will require marking out once again by QTC. The Clerk will propose to accept the offer with the help of SBC in maintain the area until it has been filled by new plots.

15. Old School Building

It was agreed to the Finance & General Purposes Committee proposals of an extraordinary meeting closed meeting with Councillors and trustees from Castle Connections in the first part of 2024 to review the rent for the building.

16. Swale Borough Council Draft Parking Policy

Cllr Jackie Constable reported it was good to have a policy to consult with, she reported on the school parking problems in Queenborough and spoke with the Police Officer present regarding them, it is dependent on how much of the pavement is being blocked and he will contact the School. Cllr Shiel reported he will speak with parking enforcement about this area.

Cllr Shiel reported that the enforcement team are very active if reported to them and that the School had not updated its active travel plan with KCC so there was QTC was not able to work on this via its Highway Improvement Plan.

17. Hedgehog Highway Project

All present liked the project which has been adopted by many other parish councils and this was forwarded to the Environment Committee.

18. Remembrance Day laying of wreaths

Halfway will be held on the 11th of November to which the Mayor of Queenborough will attend.

Queenborough wreath to be confirmed with the Deputy Mayor Cllr Richard Darby, after the meeting, if he is available to lay the wreath as the Mayor is unable to.

19. CCTV

The Mayor reported on his visit last week to the CCTV control rooms for Swale in Sittingbourne along with Cllr Telford.

He reported on the clear images from the cameras able to zoom in from a distance and in darkness. There are 128 cameras monitored.

Speaking of the idea of a camera on the Guildhall covering the High Street in both directions, a camera the arch along Main Road covering Castle Site Park, Train Station and the Co-op. Costs are £1,800 initially to set up each camera, the Town Clerk would be able to breakdown images on the cameras.

The Mayor spoke of the Swale Safe to bring up the coverage under SBC to Queenborough and Rushenden. The radios cost £150 per annum per establishment and as an incentive QTC could consider paying the first-year subscription for the shops to include Co-op, One Stop, Queenborough Stores in Queenborough and B&B Stores in Rushenden and the Mayor emphasising that the Town Clerk should also hold a radio in the office.

Cllr Fowle reported on the changing of CCTV to ring doorbells, the PC reported that if SBC are monitoring can see in Kent Police control room when image sent across, some shop's CCTV is not of a clear quality not always able to obtain when the shop headquarters is not local.

The PC spoke of new face recognition in the future introduced by the Government where photos will be used to identify suspects.

The Council may consider budgeting from reserves the monthly costs for the cameras.

It was agreed that SBC CCTV Control Centre Manager be invited to a location visit to discuss placement of cameras in Queenborough and Rushenden. A rapid deployment Camera may also be an option which can be discussed, and the costs involved in moving the equipment.

It was agreed by resolution that QTC offer free support for the first year to local shops as mentioned above which would amount to £600 in the first year, costs to be confirmed by SBC. This would be funded from reserves from the freighter day unused monies and that any unused money from the freighter day not already allocated to other items, be held in reserves for community safety.

20. Financial reports

i) Cashbook and Bank Reconciliation

The Cashbook and Bank Reconciliations for September 2023 as approved by the Finance & General Purposes Committee, was approved by Full Council with no matters arising.

ii) Review of payments made between the Finance and Full Council meetings and authorisation of proposed payments due

Payment for Powerlift March Ltd was approved in the sum of £875.40.

21. 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.

Cllr Fowle reported on anti-social behaviour from eggs thrown at the Guildhall windows prior to the previous meeting and no current chairperson due to the resignation of Cllr Stockbridge.

The Council approved the actions of the Environment Committee

(ii) Environment Committee working parties:

a) In Bloom

The Clerk reported on work undertaken by the Committee in the community, Cllr Fowle reported on Cllr Telford and herself cleaning outside the church on Friday and painting the poppies on the benches.

Cllr Paula Telford reported on a future meeting to plan dates.

The bird box event will be on Monday.

Cllr Sandra Fowle reported on the possible advertisement for the event in this week's local paper.

b) Allotments – the Clerk reported on water butts being given out to the allotment holders under the RHS project of In Bloom.

c) Christmas Lights

The contractor had been met and some displays had been moved around reported the Mayor. The parade has been organised and he thanked the Clerk for her work with this behind the scenes.

Cllr Marchington will put up the tree in Queenborough Park in the next few weeks ready for the Parade.

The Clerk asked if assistance could be given to the placement of flags for remembrance Sunday, Cllr Marchington agreed to help.

d) Community Crisis Plan – the Mayor reported on the recent incident at Castlemere Avenue raw sewage flooding and Councillors noted the incident report which identified all actions taken and occurrences at the pumping station.

Flood sacs were deployed and helped to save a resident's living room from seeping flooding. The Mayor and Clerk reacted quickly.

It was agreed that the plan is run on a purchase to replace statutory and there would be no budget for the plan, but the use of funding already allocated over from the freighter day unused funds and then ad hoc when required with permission from the Council for funding from reserves.

Cllr Marchington reported on the Rushenden Club defibrillator case and the need to take a further look at the cabinet to see why the heater was not working. It was

agreed by the Council that he could do this with prior permission from Rushenden Club. He will report back to the Clerk on the findings of the cabinet.

e) Emergency Food Bank

Cllr Jackie Constable reported that numbers were up and down, with the cost-of-living payments coming into place this would eliminate the help from the food bank for a few weeks for some. Harvest festival donations from Queenborough School had been a great success and vegetable seeds were given to the children. Sheppey United Football Club will be doing a collection for the food bank on 25th November and a logo for the QTC food bank is required.

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 Mick Constable reported everything was good at the meeting.

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. Cllr Jackie Constable reported of hearing about a new Turkish restaurant where Kens Café is.

The Council approved the actions of the Planning Committee.

22. Local Community bodies

- a) **Queenborough Town Community Centre** – None.
- b) **Queenborough Fishery Trust** – there is a meeting on 6th December 2023
- c) **Queenborough Harbour Trust** – None
- d) **Queenborough School and Nursery** – None
- e) **Rushenden Community Hall Association** – None the Clerk will email Rushenden Club new committee introducing Cllr Simpson for future meeting dates.
- f) **Rushenden Community House** – None, it was requested for this item to be removed from future agendas.

Swale Area Bodies

- g) **KALC Swale Area Committee** – None.

h) Local council's Liaison forum of SBC – None.

i) SBC Swale Area Committee– None.

j) Swale Joint Transport Board – None.

k) Swale Rail – None.

l) VEL Surgery PPG – None

23. Correspondence - None

24. Late inclusions previously notified to the Mayor - None

25. Any other Business

Cllr Swarbrick reported she would like to organise a Christmas dinner for the Councillors and Clerk, it was agreed for the 11th of December 6.30/p.m., numbers to be clarified with those not present.

Cllr Fowle asked Cllr Whiting about the layby area along Rushenden Road for an update if bollards would be placed in the area to prevent further fly tipping and travellers, he reported he was dealing with this matter.

Cllr Shiel reported on the water along Rushenden Road which was now Southern Water problem, the road is dangerous with pedestrians walking in the middle of road to avoid the water and mud.

There being no further business the meeting was declared closed at 20.29.

Date of next meeting – Monday 18th December 2023