

Queenborough Town Council

Minutes of the Queenborough Town Council held on **Monday 24th June 2024**

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 Richard Darby (Mayor), Sue Simpson, Mick Constable, Paula Telford, Sandra Fowle, Zoe Swarbrick

Councillor Richard Darby is Mayor of Queenborough for 2024/2025

1. Emergency Evacuation – All present were aware of the procedures.

2. Apologies and grounds for absence – Cllr Ashley Shiel (no given reason), Jackie Constable (childminding), Vicky Mawhinney (working), Janet Flew (Holiday).

3. Declarations of Interest – None.

4. Visitors and Public Questions –

a) Public questions - None

b) Kent County and Swale Borough Councillors questions/reports -None

5. Policing Matters – None received.

6. Minutes of the Full Council meeting held on Monday 29th April 2024

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

7. Review of Matters arising from previous meeting held on Monday 29th April 2024

Cllr Simpson asked if the RNLI donation has been made, the Clerk confirming it had.

Cllr Telford asked if the Past Mayor Cllr Ashley Shiel had visited the resident for the one hundred birthday milestone, the Clerk replied that the Past Mayor had not actioned this.

8. Minutes of the Extraordinary Full Council meeting held on Monday 10th June 2024

The minutes were reviewed and adopted as a true copy, and signed as a true copy by the Chair of Finance Cllr Mick Constable due the Mayor's absence from the meeting.

9. Review of Matters arising from previous meeting held on Monday 10th June 2024

None.

10. Minutes of the Annual Town Meeting held on Wednesday 29th May 2024

The minutes were reviewed with no matters arising, Cllr Swarbrick asked for a copy of The Sheppey Hall Trust report. The minutes will be presented for adoption at the Annual Town Meeting in 2025.

11. Minutes of the Annual Meeting held on Wednesday 29th May 2024

The minutes were reviewed with no matters arising. The minutes will be presented for adoption at the Annual Meeting in 2025.

12. Mayor's remarks

The Mayor reported on the continued demanding work of Cllrs J Constable, Simpson and Marchington to running the Food Bank during his periods of absence due to other family commitments.

He thanked everyone for coming to the meeting this evening.

Thanking all those who supported the Blessing of the Waters his first public event as Mayor of Queenborough.

The Clerk for all her hard work with successful Beacon Event and all those who helped with the Event.

13. Freemasons Summer Spectacular 2024

Update was given on for the day which Cllr Simpson, Mawhinney and J Constable will be running the table for the Food Bank by way of tombola, and it was agreed for a plain simple banner advertising Queenborough Town Council.

14. Date for meeting with Larissa Reed – Swale Borough Council CEO

Dates were proposed to present to the CEO for arrangement of a meeting with the Mayor, Deputy Mayor, Chair of Finance and Clerk on the assets in the town.

Dates 26th July 29th July 2nd August 9th August 12th August and 16th August.

15. Donation to Queenborough Museum

A £50 donation was agreed to the Museum from the Fishery Trust donation received for archiving at the Guildhall.

16. Grant for professional polish of Guildhall Table

It was agreed to apply for a grant from the Fishery Trust for professional polishing of the Guildhall table.

17. Financial reports

i) Cashbook and Bank Reconciliation

The Cashbook and Bank Reconciliations for April and May 2024 as approved by the Finance & General Purposes Committee, was approved with no further questions.

ii) Review of payments made between the Finance and Full Council meetings and authorisation of proposed payments due, there were none.

18. Committees and Working Party Reports from the Environment Committee and adoption of recommendations. Cllr Fowle gave an update of the last meeting, the minutes of which had been circulated to all Councillors.

i). Environment Committee Working Party Reports and adoption of recommendations.

a) In Bloom

Cllr Telford reported on next week's SSEIB judging day and the local judging for the first two weeks in July.

Anybody able to help with the local judging please contact Lisa.

b) Allotments

A meeting had been held this evening with allotment holders which was well supported by the holders and an inspection will be conducted this week.

c) Christmas Lights and Annual Event

New volunteers had joined the working party and helped at the D Day event, which was a significant help.

d) Community Crisis Plan - None

e) Emergency Food Bank

The Mayor reported that it was busy and as his Mayor's remarks thank you to those working the food bank.

The Council approved the actions of the working parties.

19. Finance and General Purposes Committee reports and adoption of recommendations.

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

a) The Council approved the recommendations from the Committee for a staffing committee under the F&GP Committee.

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

20 . Planning Committee reports and adoption of recommendations.

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

i) Planning Committee Working Party

Queenborough and Rushenden Neighbourhood Plan Steering Group

No updates.

The Council approved the actions of the Planning Committee.

21. Local Community bodies

a) **Queenborough Town Community Centre** – None

b) **Queenborough Fishery Trust** – The last meeting was a grant meeting.

c) **Queenborough Harbour Trust**

Cllr Fowle updated, reporting there had been 250 visitors on independence day, 2 new staff members, 24 boats came in for the Regatta, Jet Stream will be running May to October.

The Harbour Trust were also receiving anonymous letters, who was now also corresponding with the Trust via whatsapp a name was given which the Council will note for any further anonymous letters received.

- d) **Queenborough School and Nursery** – None.
- e) **Rushenden Community Hall Association** – With no Councillor representing due to not being able to attend meetings under the Club rules and a written report offered but not received, it was agreed for the RCHA to be removed from future Town Council Agendas by resolution. The Club can then contact the Council at any time if they require.
- f) **Rushenden Community House** – None

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** – Cllr Telford reported on being provided varnish for the benches at the Queenborough Railway Station.

- l) **VEL Surgery PPG** – Cllr Telford reported from the recent meeting and the reported decline in Children having preschool jabs.

22. Correspondence – None

23. Late inclusions previously notified to the Mayor – None

24. Any other business –

Cllr Telford asked if the working parties can be removed from meeting as they are duplicated at other meetings, Cllr M Constable replied that is what Full Council if for ratification and approval of these so they could not be removed.

Cllr Fowle reported on the toilet block at Queenborough Park and the rocks and rubble laying on the ground, she will forward photos to the Clerk who will report to SBC.

The Clerk presented a draft mayor cadet badge for review, it was agreed to go ahead with purchasing badges for future cadets, the new cadet will be invited to the next Full Council meeting.

The Clerk reported on the broken public bin outside 44 High Street, the stand had broken it was agreed to get Unit Engineering to repair.

The Clerk reported on the upcoming work experience placement in the office and the requirement for an up to date First Aid kit, it was agreed to purchase.

25. Meeting Closed

The meeting closed for adoption of item 20 of the Full Council meeting held on Monday 29th April 2024 due to the confidential nature of business that was discussed.

FC/Item 20/29.4.24

The minutes were circulated, reviewed and adopted as a true copy by resolution.

There being no further business the meeting was declared closed at 20.23

Date of next meeting – TBA