

Minute Re TPC 03/24

Throwley Parish Council

Minutes of the Meeting of the Parish Council

Held on Tuesday 12th May 2024 at 6.00pm at Throwley Church

Note of Persons Present

Cllr Adam Jastrzebski (Chairman), Cllr Sian Lewis, Cllr Alan Murphy, Cllr Paul Furneaux, Cllr Sarah Jane Tormey, Sarah Selby (TPC Clerk) Marie Norris (Clerk)

2.Apologies

Cllr Di Lintott due to work commitments

3. Appointment of Chairman

Cllr Adam Jastrzebski was proposed and this was unanimously agreed. Cllr Jastrzebski was elected and signed the Declaration of Acceptance of Office.

4. Appointment of Vice Chairman

Cllr Sian Lewis and Cllr Di Lintott will continue in the role as vice chairman. (Cllr Lintott was not able to attend the meeting but the chairman will ask her to approve her continued acceptance of the role.

5. Minutes of the last meeting

All agreed the minutes of the previous meeting. The minutes were then signed by the chairman.

6. Update on actions from previous meeting

Planning Application – Completed

Damage to the forstal – Completed

7. Notice of Vacancy for Councillor

7.1 A notice of casual vacancy had been displayed for the required timeframe. The PC then scheduled a date to meet those who had expressed an interest.

8. Review of arrangements for Insurance cover

The PC will continue their insurance with Zurich, payment for the new financial year is required by the 31st May. The chairman requested that we await authorising payment until an updated copy of the asset register has been produced. The Chairman will advise the clerk when he has received this.

9. Planning Applications (including any planning applications received after issuing of agenda with PC agreement)

24/501883/FULL PROPOSAL: Section 73 - Application for minor material amendment to approved plans condition 2 (to allow removal of roof overhangs to front and rear of garage, replacement of hipped dormers with gabled dormers, and the addition of entrance porch to the front door)

pursuant to 23/503727/FULL for - Erection of a first floor side extension and part conversion of garage to form utility room and home office. ADDRESS: Treeleigh House, Almshouse Road, Throwley Forstal, Kent ME13 0PJ

The PC were in support of the application.

10. Latest Bank Balance and Payments

07/05/24	S/O to: Marie-Ann Norris • CLERK SALARY	-123.60	8,261.85
26/04/24	SWALE COUNCIL • SWALE BC	2,061.50	8,385.45
17/04/24	Direct Debit (EDF ENERGY) • 673113018992	-29.94	6,323.95
05/04/24	S/O to: Marie-Ann Norris • CLERK SALARY	-123.60	6,353.89
02/04/24	Direct Debit (EDF ENERGY) • 673113018992	-26.00	6,477.49
31/03/24	Service Charge	-18.00	6,503.49
25/03/24	THE THROWLEY FETE • Marquee	444.61	6,521.49
25/03/24	THE THROWLEY FETE • Marquee	750.00	6,076.88
21/03/24	8/P to: SIAN LEWIS • TPC	-109.94	5,326.88
18/03/24	HMRC VTR • XPV126000107398	94.21	5,436.82
18/03/24	THE THROWLEY FETE • Marquee 1	1,000.00	5,342.61
15/03/24	B/P to: Gala Tent Limited • INV1125340 MARQUEE	-2,194.61	4,342.61
14/03/24	B/Pto:HMRC • 120PV021686222109	-115.60	6,537.22
14/03/24	B/P to: Sarah Selby • PAY	-461.90	6,652.82

The following documents for

- b. Approve Certificate of Exemption – signed by Chair and Clerk
- c. Approve Annual Governance Statement- signed by Chair and Clerk
- d. Approve Accounting Statements- Currently awaiting independent audit.

11. Any other business

Grass cutting was raised as concerns that invoices had not yet been submitted to the PC for work previously undertaken. Cllr Furneaux agreed to chase the outstanding invoices and to also arrange the grass cutting for the fete prior to the marquee being put in place.

Footpaths – A concern about the footpath not being reinstated was raised. Cllr Furneaux agreed to look into this matter further.

The matter of waste collection was raised the Chairman will cover this item in the APM.

There being no other business the Chairman closed the meeting.

Annual Parish Meeting from 7.30pm

A number of residents attended the meeting. The Chairman opened the meeting and introduced Cllr Terry Thompson (Swale Borough Councillor) and Gary Morris the Community Officer

Waste Collection Services - Following the significant problems encountered by residents within Throwley and the perceived lack of communication from Sale Borough Council many reports of continuous missed collections has been raised by both individuals and the Parish Council on behalf of residents encountering problems. Cllr Terry Thompson (in attendance) was able to report back the following. A meeting with Suez and SBC had been arranged, Cllr Thompson will be with a bin crew when they are next in Throwley showing them the streets and properties that are being continually missed. A catch up bin crew will also be in operating in the village this coming week. Cllr Thompson also reiterated that if bins are missed again on the next scheduled visit to report them to him .

Chairmans Report

The Chairman gave his annual report covering the following:

In the previous 12 months the PC had meet 5 times, minutes of the meeting can be viewed on the Throwley Parish Council website. The parish council had seen some personnel changes with the Previous chair Roger Clark resigning due to a house move and the long standing clerk Sarah Selby also leaving. The Chairman thanked both for there service.

During the past 12 months the members of the PC had been involved in many activities for the parish including negotiations with a number of those were Open Reach following th internet and land line outage for 2 weeks in the village . Damage to the forstal and concerns over blocking of a private road and most recently the Waste collection problems encountered by the village following the change by KCC to a new contractor. The last 12 months had also seen another successful litter pick where in excess of 65 residents came out to help tidy our village.

Another project that the PC have pursued is the Broadband for the village where all 164 properties highlighted have now been included in the negotiations. At present financial negotiations are ongoing but it is hoped that preliminary works will begin later this year. Cllr ZA will keep residents updated with the progress. The chairman wished to thank Helen Whatley MP for all her assistance in this matter.

Alongside these highlighted issues were the other activities that the PC are involved with on a day to day basis including planning applications, tree maintenance and grass cutting of the forstal. In order for these day to day activities to run smoothly and to enable the PC to act without delay an table of responsibilities has now been introduced whereby each councillor has an area of responsibility which they can respond and act upon in between meetings. It is hoped that this approach will ensure that items raised by residents can be considered and possibility acted upon with the agreement of other councillors in between planned PC meetings.

The closing financial statement for FY 23/24 year end had been produced which showed the £6503.00 as the closing statement This was a slightly obscured picture of the finances as we had increase of £821.00 from The chairman explained that a number of invoices had not been submitted before year end and when included would show that the overspend of the PC was in the region of £980.

Looking forward to FY 24/25 and increase of 10% had been levied on the precept this was now £4123.00. The increase in part was to cover the costs for the clerk, the grass cutting and the tree cutting on the forstal.

Finally the Chairman paid tribute to the late Roger Scott and a minute silence was held in his memory.

Report by PC Gary Morris

Gary Morris attended the meeting and took time to explain his role in more depth and the large geographical area that his role covers. PC Morris regularly attended our parish meetings when time permits and can be contacted via his email address that the PC will display on our website. In matters of emergency residents are urged to call 999 but for non urgent matters report them via 101

A Surgery was being held on 14th May between 13:00hrs and 15:00hrs in Painters Forstal Community Hall. Further details about current policing matters can be found by subscribing to my community voice. [July Edition My Community Voice](#) The chairman thanked him for his attendance.

Discussion Item the Role of The Parish Council

Cllr Sarah- Jane Tormey presented on the role of the parish council a guide that had been produced by Cllrs to inform residents of what powers the PC have and areas that they can help with alongside those that the PC are unable to manage. The guide contains details of other agencies and support organisations that residents can contact for assistance and also details how residents can report matters themselves including pot holes, drainage issues and many others. When an individual has reported a matter for attention to an outside authority and had no response. It is here that the PC are best placed to assist and reinforce the concerns or issue.

Planning matters are also an area where the PC are consulted by the borough council however the PC are only consultees and though they collectively make a recommendation the ultimate decision lies with the planning department at Swale Borough Council. It is beneficial though if you are preparing an application for planning to come and discuss your thoughts and ideas with the PC before submission. This pre planning discussion can sometimes pre empt any concerns or issues before the application goes to the planning committee at Swale Borough Council. Residents are very welcome to attend our meetings which take place every 2 months and the agenda and minutes to the meetings are issued on the Parish Council website.

A copy of the guide will be made available via Whats app and on the PC website. Finally please be aware that the PC are volunteers who are giving up there time for the good of the community. There are times when emotions run high over issues, but when communicating with the PC whether it be via email whats app or any other forum. Please do treat them with respect.

There being no other matters the chairman called the meeting to close at 9:01pm