

Snodland Town Council – Full Council Minutes

4th June 2024

Councillors in attendance:	Cllrs D Lettington (C), Mrs S Bell (VC), Mrs J Ayers, A Bennison, Mrs D Crook, P Hickmott, G Miners, S Loader, D Morgan and Ms D King
Other Council Members in Attendance:	Mrs K Sowten (CEO)
Others in Attendance	
Councillors Absent with apologies:	Cllr Mrs K Mordecai-Woolf (DVC), Mrs V Barker, Mrs V Lawrence-Rose and W Mallard
Councillors Absent without apologies:	Mrs N Misy
Other Apologies:	County Cllr Mrs S Hohler

1.	<u>Apologies for absence</u> See above.
2.	<u>Declaration of interests</u> Cllr Hickmott Agenda item 17
3.	<u>Report from the Neighbourhood Police Team</u> The Council members had received an E-Watch report prior to the meeting.
4.	<u>County Councillor's Report</u> The County Councillor was not in attendance.
5.	<u>Questions from the Public</u> None Present
6.	<u>To resolve that the Minutes of the Full Council held on 2nd May 2024 (pp 127-129) and the minutes of the Annual Council on 9th May 2024 (pp1-6) are a correct record</u> 1251 RESOLVED to accept that the minutes are a true record of the Full Council held on 2 nd May 2024 Signed
1252	RESOLVED to accept that the minutes are a true record of the Annual Council held on 9 th May 2024 with the amendment to Cllr Morgans title. Signed
7.	<u>To receive reports and recommendations of Council Committees</u>
7.1	Planning and Environment 16 th May 2024 (pp7-8)
7.2	Amenities and Recreation 23 rd May 2024 - Cancelled
7.3	Policy and Finance 28 th May 2024 (pp 9 - 11)
	Further comments were made to encourage Cohesion plus to come to a meeting, the cost of the event, health and safety of the event and further information and funding being obtained. This will be discussed at the next Full Council on 11 July 2024.

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8.	<p><u>Reports from Borough Councillors</u></p> <p>Cllr Mrs Bell – Change of Mayor Cllr Steve Hammond, honour of Freeman of the Borough ceremony, Parish Partnership meeting which was discussing “all things green”</p> <p>Cllr Bennison - Attended same meetings as above</p> <p>Cllr Hickmott - Attended same meetings as above also Housing and Planning Scrutiny Select Committee relating to the local plan that has been put back due to elections. Parish Partnership relating to a report regarding the lack of insects. Cllr Hickmott suggested that we investigate what pesticides we use to ensure that they are “insect friendly”.</p>
9.	<p><u>Town Councillors items to be brought to the attention of the Council</u></p> <p>Cllr Bennison – Litter picking with Holborough Hedgehogs, Litter Pick, Coffee and Chat.</p> <p>Cllr Hickmott – Litter pick with Holborough Hedgehogs, Litter Pick</p> <p>Cllr Miners – Litter pick</p> <p>Cllr Crook – Litter pick</p> <p>Cllr Loader – has been liaising with KCC and managed to get the grass triangle cut at the entrance from the A228 into Snodland. KCC have suggested that this piece of land should be concreted and needs to be added to our highway improvement plan. The area by Saltmill Road should also be added. Discussions took place regarding adopting these sections or a more environmentally friendly option might be better. This will be put on the agenda for discussion at Planning and Environment.</p> <p>Cllr Bell – Litter pick, has sent an application of to the repair shop regarding the mural.</p>
10.	<p><u>To receive details of Payments and transfers from 25 April 2024 to 28 May 2024 from Unity Bank totaling £2860.68 and Nat West Bank totaling £52378.68 which includes BACS Payment lists pages 1788-1790 and1795-1796</u></p> <p>A query was raised regarding a minus payment on the payment listing which the CEO explained was due to a cancelled payment.</p> <p>A query was raised about a payment for £2000 thermo plastic marking which the CEO explained was for car park marking.</p> <p>1253 RESOLVED To receive details of Payments and transfers from 25 April 2024 to 28 May 2024 from Unity Bank totaling £2860.68 and Nat West Bank totaling £52378.68 which includes BACS Payment lists pages 1788-1790 and1795-1796.</p>
11.	<p><u>Annual Governance Statement</u></p> <p>Information was sent to the Committee prior to the meeting. The Committee considered the Annual Governance Statement. Explanation for “No” response on Annual Governance statement Item 4. Due to staff shortages, sickness and holidays the Notice of conclusion of Audit Annual Governance & Accountability Return for the year ended 31 March 2023 was not published until 2 October 2023. To comply with audit requirements the return should have been published by 30 September 2023.</p> <p>1254 RESOLVED – to approve the Annual Governance Statement 2023/24</p>

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12. 1255	<p><u>Annual Accounting Statement</u></p> <p>RESOLVED – to approve the Annual Accounting Statement 2023/24</p>
13.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported on the following –</p> <ul style="list-style-type: none"> • DDay Event – Fish and Chip Lunch for 80 over 70's including a 1940's duo music and film afternoon at the church. • DDay evening event, 1940's duo music from 8pm and Beacon lighting at 9.15pm in New Potyns • DDay - Flower posies have been made to put on the Commonwealth War Graves and a larger spray on the war memorial. • Volunteers requested for a Speedwatch campaign. Cllr Loader, Morgan, Lettington, Hickmott and Bennison volunteered. • The EPC was carried out at the Cemetery Cottage and remedial works are required. • Holborough Hedgehogs have placed low level cameras on Council Ground to carry out a survey.
14. 1256	<p><u>To receive a report and recommendations for further investigations to comply with planning conditions relating to the Car Park in Paddlesworth Road</u></p> <p>The Committee considered the recommendations from the report relating to further investigations to comply with planning conditions relating to Paddlesworth Road Car Park</p> <p>RESOLVED to accept recommendation to appoint Hodel Consulting Engineers £3870 plus VAT and the soil investigation company G and E Services £3165.00 plus VAT to carry out further investigations to comply with planning conditions relating to the Car Park in Paddlesworth Road</p>
15.	<p><u>To receive details of new councillor email addresses.</u></p> <p>The Councillors received details of their Councillor email addresses. The deadline to activate these addresses is Thursday 11 July 2024. From this date emails will only be sent to these email addresses. Private email addresses should no longer be used.</p>
16.	<p><u>To receive an update relating to the Community Hub</u></p> <p>The Council received a report on the Community hub, including details of a meeting with Snodland Food Assist. The Council raised no concerns regarding the meeting and report. The Council were also shown a revised plan of the internal layout which included the removal of part of the service void to create more space. Clarion needs to confirm if the total cost of the refurbishment with the amended layout will still be covered by United Living. Snodland Council reiterated that they would be prepared to contribute to the cost if required and the final decision on the amount would be considered at a future meeting if the need arose.</p>

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17.	<p><u>To receive quotations for ground works and heating at Snodland Cemetery Cottage</u></p> <p>Cllr Hickmott Left the meeting</p> <p>The Council considered quotes relating to the groundwork and heating at Snodland Cemetery Cottage.</p> <p>Quotation - went to tender to 4 companies and have received 2 quotes back – both completed work prior with us.</p> <p>Quote A - £5477.00 plus VAT Quote B - £6377 company not VAT registered but have included to lay 50m blue poly 32mm water pipe</p> <p>Both companies have carried out satisfactory work for the council.</p> <p>Concerns were also raised about the poor condition of two drain covers and work should be completed to replace these at the same time.</p> <p>1257 RESOLVED to accept quote A for £5477.00 plus VAT relating to the groundwork and heating at Snodland Cemetery Cottage. This would have additional items added to lay 50m blue poly 32mm water pipe and two new drain covers.</p>
18.	<p><u>Correspondence</u></p> <p>None</p>

being no other business, the meeting closed at 20:40