

Teston Parish Council

24th May 2023

Teston Parish Councillors are summoned and members of the public and the press are invited to attend the next meeting of Teston Parish Council that will take place on Tuesday 30th May 2023 starting at 7.30 p.m. at Teston Village Hall.



Michelle Tatton - Clerk

In the interests of transparency, all Parish Councillors declare an interest in (a) Ash Tree Corner, Courtlands Verge and the Allotments, as the Parish Council owns the land; (b) the Village Green and Village Hall as Custodian Trustees; (c) Teston Land Conservation Trust Matters as they are Trustees; (d) Teston Village Stores CIC as they are Directors of the CIC; d) Cllr Douglass, Cllr Miss Page and Cllr Mrs Wheat have an interest as members of Teston Village Hall Management Committee; and Cllr Ms Burgon and Cllr Dawn Page have an interest as members of Barming with Teston PCC.

Your attention is drawn to the Parish Council's Standing Orders on the Photographing, Recording, Filming or Broadcasting of Teston Parish Council Meetings. The policy will be displayed at each Parish Council meeting. A copy of the policy is also available upon request from the Clerk using the contact details on the final page of the Agenda.

23/001	Election of Chairman and Chairman's Declaration of Office
23/002	Election of Vice-Chairman
23/003	Declarations of Interest
23/004	To receive and agree Apologies for Absence
Meeting adjourned to receive comments and questions from members of the public	
Public session: for approximately 15 minutes the Chairman invites comments and questions from members of the public (which do not constitute a formal part of the meeting). Members of the public may not speak at any other time during the meeting, save with the express consent of the Chairman	
23/005	To agree the Minutes of previous meetings: 28 th March 2023
23/006	Ratification of Decisions: to ratify decisions taken by the Clerk since the last meeting as set out at the end of this Agenda
23/007	Ordering of Agenda: requests for items to be taken earlier in the meeting
	<u>Administration and Finance</u>
23/008	Review of Standing Orders, Policies and Procedures: to agree that there being no changes identified nor any new model available from NALC, the SOs should remain unaltered (and to note that the Risk Assessment was updated/approved at the last meeting)
23/009	To agree the appointment of Representatives to Outside Bodies: a) Kent Association of Local Councils: (currently Cllr Coulling and Cllr Douglass) b) Teston Village Hall Management Committee: (currently Cllr Douglass, Cllr Miss Page and Cllr Mrs Wheat)
23/010	Insurance: to ratify Clerk's action to renew existing policy for a premium (£362.07)
23/011	To agree to renew subscriptions a) Local Councils Update - £80 (increase of £5) b) CPRE – suggested new rate of £60 for Parish Councils but option to continue at £36 c) KALC - £289.10 plus vat (increase of less than £5) d) Local Council Review – tbc (£17 in 2022-23) e) Kent Men of the Trees - tbc (expected to be £25)

23/012	Dates and times of Parish Council meetings to the end of March 2024: booked - 25th July, 26th September, 28th November; to confirm/book for 2024 – 30 th January, 26 th March
	Administration and Finance
23/013	Statement of accounts: i) To consider receipts, approve bills for payment including ratification of payments made since the last meeting, and claims for refund of expenses; ii) To note general position regarding the Parish Services Scheme and year end PSS Certificate
23/014	Annual Return for the Year ending 31st March 2023: a) To note outcome of Governance Review undertaken by Cllr Owens and Cllr Mrs Wheat and to agree any recommendations b) To approve updated Asset Register
23/015	Grants outstanding from 2022-23: to confirm that the following can now be paid, evidence of expenditure having now been received i) Churchyard Maintenance: grant of £250 ii) Pioneers: grant of £125
23/016	Grants to Village Organisations for 2023-24 a) Pioneers (previously £125) b) TVHMC – (previously £750 but proposed at the March meeting that a grant of £1000 be considered in 2023-24) c) St Peter and St Paul – (previously £250 for assistance with Churchyard maintenance)
23/017	Church Matters: to receive update from the Chairman and agree any further action
23/018	Rural England Prosperity Fund: to receive update upon application
	Planning
23/019	a) New Decisions (to be reported via the Clerk's Report) b) Pending Decisions/New Applications
23/020	MBC and TMBC Local Plan Updates: Chairman to report
	Environment
23/021	Teston Bridge Country Park a) receive update upon Environment Agency work and KCC application relating to the overflow car park and to agree further action b) any other Country Park matters
23/022	Tree, Hedge Work and routine maintenance: a) TPO on Village Green Silver Birch: to agree next steps b) To agree to add the War Memorial hedge to the Maintenance Schedule c) Update from Clerk upon work authorised under delegated authority
23/023	Allotments Report: to receive update from Cllr Douglass and Clerk upon any issues
23/024	War Memorial a) To receive and agree quote for cleaning (requested but at time of Agenda not yet received) b) To ratify Clerk's action to arrange for the War Memorial hedge to be cut
23/025	Train Horns: to note correspondence received from a resident and to consider further action with respect to Network Rail's previously expressed intention to close the foot crossing

23/026	Play Area: to receive report upon any issues, to note inspection rota, and note pending annual inspection
	Highways
23/027	Highway Improvement Plan and Highway Spreadsheet of Routine Items: to i) Update upon discussions with Kent Highways, including upon a Keep Clear box on The Street at Court Lodge Farm entrance, and to agree next steps ii) Review regular items and agree further action
	Other
23/028	Possible Film Club at Teston Village Hall: to receive update from Chairman and agree further action
23/029	To consider collaboration with Teston Village Hall Management Committee on repairing the roof leak above the shop and replacing the side gate with a “chicane”, including any funding: to receive update and agree action
23/030	Coronation Beacon Event 8th May 2023, and Commemorative Mugs: to receive report from the Chairman upon the event and distribution of mugs, and to agree to pay the shop’s invoice for items provided
23/031	Village Hall: security matters
23/032	Kent Men of the Trees: participation in competition
23/033	Village Green: use for events
23/034	Clerk’s Report for Noting
23/035	Exceptional Delegated Authority: to consider whether EDA should continue until the next meeting
Meeting Adjourned	
Teston Land Conservation Trust matters: • Upper Boathouse Meadow – weeds • Ripton Wood – permissive access Teston Village Stores CIC matters: • Finance • Staff matters • Opening during Village Green event	
	Confidential Items
23/036	To resolve that the press and public to be excluded from item 23/037 below on the basis that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
23/037	Enforcement issues: to consider any further information received from Maidstone Borough Council/Kent County Council and to agree upon any further action to be taken to progress outstanding enforcement issues. The material supplied is considered in confidence as required by the planning authorities.

Date of next meetings:

Next Parish Council meeting – 7.30pm on 25th July 2023 at Teston Village Hall

End