



**SPEEN PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD AT SPEEN PAVILION, SPEEN RECREATION GROUND ON WEDNESDAY 24<sup>TH</sup> JANUARY 2024 AT 7PM**

<b>Parish Councillors present</b>	Ian Wilson (Chair), Antony Amirtharaj, Shalini Philip, Sasikumar Sagagopan, Charlotte Winton.
<b>In Attendance</b>	0 members of the public.
<b>Clerk/RFO</b>	Becki Hannington

Resolution	Item	Action
	<p><b>1. Apologies for Absence:</b> Cllr Booth, Cllr Gourley, Cllr Barrett.</p> <p><b>2. Declarations of Interests</b> None.</p> <p><b>3. Open Session</b> No members of the public in attendance.</p> <p><b>4. Minutes</b> <b>Proposal:</b> to approve the minutes of the Full Council Meeting held on 22-11-23 (draft). Proposer: Cllr Amirtharaj. Seconder: Cllr Philip. All In Favour.</p> <p><b>5. Financial Report</b></p> <p><b>5.1</b> Bank balance as at 31-12-23 reported as £54,075.82. Bank balance duly noted by all members of the council.</p> <p><b>5.2 To retrospectively note payments for November and December 2023.</b> Clerk to update payments for November to show payment description for the payment to Rochester Midland Corporation as Legionella Testing as it currently incorrectly recorded as defibrillator signage.</p> <p><b>5.3 Proposal:</b> To accept Finance Reports to 30-11-23. Proposer: Cllr Winton. Seconder: Cllr Wilson. All in Favour</p> <p><b>5.4 Proposal:</b> To accept Finance Reports to 31-12-23. Proposer: Cllr Philip. Seconder: Cllr Winton. All in Favour</p> <p><b>5.5 Proposal:</b> To accept the Budget v Actual Report Q3 Proposer: Cllr Amirtharaj. Seconder: Cllr Sagagopan. All in Favour.</p>	Clerk

Page approved by (initials) & date:



**6. Finance and HR Committee**

**6.1 Committee Members**

**Proposal:** To co-opt Cllr Winton & Cllr Philip to the Finance and HR Committee.

Proposer: Cllr Wilson.

Secunder: Cllr Sagagopan.

All in favour.

**6.2** To note the Minutes of the Finance and HR Committee meeting held on 21-12-23 (draft)

The Minutes were duly noted by all members of the Council.

**6.3 2024/25 Budget**

**6.3.1 Proposal:** To approve 2024/25 Budget £63,880 as recommended by the Finance and HR Committee:

Proposer: Cllr Philip.

Secunder: Cllr Winton.

All in favour:

**6.3.2 Proposal:** To approve 2024/25 General Reserves be set at £15,970 being 25% of 2024/25 Budget (£63,880) as recommended by the Finance and HR Committee:

Proposer: Cllr Amirtharaj.

Secunder: Cllr Wilson.

All in favour:

**6.4 Proposal:** To approve 2024/25 Precept of £62,419 as recommended by the Finance and HR Committee:

Proposer: Cllr Amirtharaj.

Secunder: Cllr Wilson.

All in favour:

**7. Planning and Highways Committee**

**7.1 Proposal:** To note the Minutes of the Planning and Highways Committee meeting held on 06-12-23 (draft)

The Minutes were duly noted by all members of the Council.

**8. Stockcross Recreation Ground**

**8.1 Proposal:** To replace the current decommissioned swing basket with a new galvanised swing basket with a new grass mat surface and underlying mesh to comply with manufacturers specification and EN1176 guidelines at a cost of £6,322 (funded from CiL monies currently totalling £6,433) as per the Finance and HR Committee's recommendation.

Proposer: Cllr Winton.

Secunder: Cllr Philip.

All in favour.

**9. Community Defibrillator**

**9.1 Proposal:** To agree the transfer of £2,463 from Unallocated Reserves to Earmarked Reserves for the second defibrillator as per the Finance and HR Committee's recommendation.

Proposer: Cllr Sagagopan.

Secunder: Cllr Amirtharj.

All in Favour

	<p>The Council discussed The Starting Gate pub still being the proposed venue for the second defibrillator and the need for more of these in the parish.</p> <p><b>10. Spear Thistle, Stockcross</b></p> <p>The Council discussed the communication from the resident of April Cottage, Stockcross advising he is experiencing issues with Spear Thistle in the neighbouring fields that adjoins their properties (and their neighbours properties). Both fields are owned by MR Malcom Morris (Dairy Cottage) who is a director of The Vineyard, Stockcross. The resident has written to the owner of these fields asking them to address the issue several times but has not received any response.</p> <p>The Clerk advised the resident by return email to reports the issue to DEFRA who can, if satisfied that specified weeds are growing upon any land, serve a notice to the occupier to take action to prevent the spread of those weeds. Any unreasonable failure to comply with such notice is an offence.</p> <p>Cllr Wilson advised that he knows the persons who run the Vineyard and is happy to write to them and request they address the issue on the parishioners behalf.</p> <p><b>11. Matters for consideration and information arising after the preparation of the agenda which the Chairman agrees to take as urgent.</b></p> <p>Cllr Wilson updated the council on the meeting with Greenham Trust regarding funding for the community hall project and their match funding proposal along with monies raised by the council (and CiL monies).</p> <p>Cllr Sagagopan advised he needs support in preparing plans and forecasting finances for the project. Cllr Wilson advised that the Greenham trust can recommend architects who specialise in these projects.</p> <p>Cllr Amirtharaj advised he will follow up to find out estimated CiL money from the proposed David Wilson Homes development then the council can decide best plan going forwards.</p> <p>The council discussed looking at Bradfield Village Hall funding and finding out how the money was raised for this project.</p> <p>Clerk to send contact details of Grants Manager at The Greenham Trust to to Cllr Sagagopan.</p> <p>Clerk advised that The Greenham Trust advised that community engagement was the most important factor to consider and has contact details for some organisations who can assist with this when the project reaches this stage.</p> <p>Cllr Sagagopan to approach Bradfield Parish Council about the architect they used for their village hall. Clerk to send contact details for their clerk to Cllr Sagagopan to make contact.</p> <p>-</p> <p>Cllr Amirtharaj gave an update in the impact of the recent flooding in the parish. Particularly the flooding in Marsh Benham and Bagnor.</p> <p>Marsh Benham has been flooded very badly. Back gardens are flooded as there is not adequate drainage. There are concerns that the water will reach septic tanks. Marshes are flooded beyond back gardens which are full and at any point sewage can mix.</p> <p>Cllr Winton shared concerns around landlord's fulfilling their obligations to have the tanks pumped. It appears that these have been poorly maintained and this is of concern.</p> <p>WBC are investigating what The Environment Agency and WBC did and didn't do and if any of this has contributed to the impact of the flooding in the area.</p> <p>Cllr Amirtharaj suggested Cllr Winton write to the local MP to express these concerns as SPC has no authority in these cases.</p>	<p>Cllr Wilson</p> <p>Cllr Sagagopan</p> <p>Clerk</p> <p>Clerk</p>
--	---	--



	<p>SPC is keen to understand WBC's role in enforcement and flood defences.</p> <p>Cllr Amirtharaj expressed the need for attendees for the upcoming meeting with David Wilson Homes to raise questions regarding flooding and drainage on the new proposed developments to avoid these kinds of things occupying at new developments in the future. SPC needs to seek assurances from developers on this subject, but it is the Case Officer's responsibility at WBC to enforce this.</p> <p>-</p> <p>Discussed Queries over Kassel kerb on the new proposed David Wilson Homes development which will be discussed at the upcoming meeting.</p> <p><b>12. Date of next meeting – Wednesday 20<sup>th</sup> March 2024 at 7pm, Speen Pavilion.</b></p> <p>The meeting closed at 20:26.</p>	
--	--	--

DRAFT

<b>Signed:</b>	<b>Name (print):</b>	<b>Date:</b>
	<b>Position:</b>	

Page approved by (initials) & date: