

Rochester Parish Council

15th May 2023

Present – Cllr Mellor, Cllr Atkins, Cllr Pierzchalla, Cllr Gregory

Clerk – Victoria Whittington-Parry

1 Members of the public.

1. Proposed by Cllr Atkins that Cllr Mellor would be Chair of the Parish Council again. Seconded by Cllr Gregory. Cllr Mellor proposed Cllr Pierzchalla as Vice-chair and Cllr Atkins seconded.
2. Apologies for Absence – Cllr S Sankey, Cllr Twigge
3. Minutes of Previous Meeting – Approval of minutes of the meeting held on Monday 3rd April 2023
Proposed by Cllr Gregory, seconded by Cllr Atkins.
4. Actions From Last Meeting –
 - a. **Cllr Mellor to send list of bins. VWP to email borough council to ask for more regular emptying – Cllr Mellor has sent list of bins to VWP.**
 - b. **Councillor Sankey to work with VP to create a proposal and to ask JCB to part fund – emailed JCB no response**
 - c. **VWP to apply for online account with Unity Banking – forms have been signed. VWP to send off forms and documentation.**
 - d. **Childrens centre buildings insurance -NFU refused. Possibly Zurich.**
 - e. **Cllr Sankey to approach Men’s Shed and Cllr Pierzchalla to liaise with Men’s Shed to agree size / dimensions etc for Buttercross planters – done. With Ian Roberts at Men’s Shed who will speak to Cllr Sankey.**
 - f. **VWP to investigate the current status of the contract of mowing village field and to cancel it if it has not been already cancelled – it’s Chartwells and VWP spoke to Mike who was going to call his office. No further update from them.**
 - g. **VWP to write to former councillors Exton and Fisher (on behalf of the RPC) thanking them for their time in service to the Rochester community – done**
 - h. **The Rochester Men’s Shed have requested that a lockable cover be installed on the outside water tap – Cllr Sankey to investigate – ongoing**
 - i. **A local resident insists on erecting a gazebo on RPC property**
 - j. **VWP to contact JCB Academy to inform them of resident’s concerns about speed of buses and to ask about a contribution to appropriate warning signage – VWP check JCB academy website.**
 - k. **Cllr Gregory to contact appropriate slab layer to quote for repairs – done**
5. Declarations of Interest and Dispensations – Cllr Atkins has a planning application in – see P/2023/00390 in section 11.
6. Public Participation – Secretary for the Rochester Allotment association – would like to raise 4 questions:
 - a. Is rent due on 1st April?- confirmed.
 - b. Has 23 rent been received and paid in? confirmed
 - c. Have all previous rents been paid in? - 2021 has recently been paid in. Think 2022 is missing.
 - d. Are we accepting that the allotment is up to date? – yes. Next rent due 1st April 2024.

Action: VWP to provide confirmation of this to Secretary of Allotment.

7. Update on Children's Centre – need to confirm RPC will cover business rates – It is covered under the community centre - confirmed. **Action: Cllr Pierzchalla & Cllr Atkins to check lease and confirm they are happy with it.**
8. Tree roots at side of village hall – it's in the conservation area. **Action: To look at in next meeting.**
9. Heating of village hall – needs assessing. **Action: Cllr Mellor to speak to local electrician for advice.**
10. Community Fund – deadline 30/06/23. Janet provided copy of expenses for coronation event. VWP to contact Cllr Sankey if need help with application.
11. Planning
 - a. Planning Applications Received – P/2023/00390 Erection of single story front and side extension and double garage at Ortons Pasture, Mill street – 1970s bungalow. No comment.
 - b. Planning Decisions Received – P/2023/00234 – 34 Churnet Row - Granted
 - c. Planning Appeals – **Cllr Sankey to provide update on Abbey Fields appeal**
12. County Councillor Report – Cllr Atkins –
 - a. there's more money put into pot holes and road maintenance. Council have bought a pot hole pro. Extra money being put into cat 3 pot holes.
 - b. Parish council elections – number have had elections and new councillors.
 - c. Mental health awareness – fire service concerned about dementia and fires at home. Need more people getting back involved with volunteer work post-covid.
 - d. A return for Land Sale Charity Account needs to be completed. More trustees need to be added.**Action: Cllr Pierzchalla to put up advert for 4 new councillors.**
13. Chairman reports
 - a. Coronation 2023 Event feedback – very well attended. Good feedback.
 - b. Cllr Mellor provided cooker for Childrens Centre - £100 to be repaid.
14. Councillor Reports – Cllr Gregory – yellow lines for Church Lane and Riversfield Drive – in the process.
15. Clerk Reports – Unity banking forms to be signed and returned.
16. Finance and Administration
 - a. To agree on payments to be made as listed in appendix A - Proposed by Cllr Pierzchalla, Seconded Cllr Gregory
17. To discuss items for the next agenda
 - a. Acceptance of office forms

Meeting closed at 20:43

Next Meeting – Monday 5th June

Date	Payee	Net	VAT	Gross	Cheque No
	Janet Gregory Salary	£458.48	-	£458.48	4190
	Clerk Salary	£359.74	-	£359.74	4191
	Andrew Hillman pay	470.80		470.80	4192
	Clerk expenses:	<u>8.55</u>	-	8.55	4191
	HMRC	£89.80	-	£89.80	4185
	Ajaccts payroll software			£60	4186
	Anti virus software			79.99	4187
	Boiler service childrens centre	£1206.56	£241.31	£1447.87	
	Emergency lighting service childrens centre	£1229.27			4196
	Coronation mugs			£459.60	4184
	Slabs for village hall			£960	4189
	Gillian bought a cooker for childrens centre	£100		£100	4197

Appendix A

Breakdown of Clerk Expenses	Net	VAT	Gross
Postage of condolence book, HMRC cheques, cheque for coronation mugs	8.55	0	£8.55