**MINUTES OF THE BUDGET AND PRECEPT MEETING OF TEYNHAM PARISH COUNCIL HELD ON TUESDAY 10TH DECEMBER 2024 AT COMMUNITY HALL, 89 STATION ROAD, TEYNHAM AT 7PM.**

**Present:** Cllr Barnett, Cllr Brodigan, Cllr Dixon, Cllr Dunne, Cllr Mann, Cllr Sharman, Cllr Simester, Cllr Townson (Chairman), Clerk Hayley Steel, SBC Speed, SBC Bowen.

**Absent:**

**1. Apologies for absence**

Cllr Tant, Cllr Saromi, KCC Lehman.

**2. Declarations of Interests on Items on the Agenda**

None.

**3. To confirm that any changes to the Registers of Interests have been**

**Forwarded to the Monitoring Officer.**

The Council were reminded to send all Register of Interest forms to the Clerk. Cllr

advised she would chase ones we have already received.

**4. Public Session for 20 minutes to allow members of the public and**

**Councillors with pecuniary interests to speak for no more than three**

**minutes in respect of the business on the agenda. A question shall not**

**require a response at the meeting nor start a debate on the question.**

A member of the public asked about the status of the Brickfields planning application

in Conyer. Cllr Dixon gave an update on what our concerns with the application and

advised that the Parish Council are going to arrange a meeting to take place in

Conyer so people can come along and discuss this and other matters.

**5. Receive brief update from ward councillor (s) on items relating to the**

**Parish of Teynham (total of 5 mins, max).**

Cllr Bowen gave us an update on the following five points..

1. Highsted Park Planning application was “called in” by the Secretary of State. Cllr Bowen has requested that the Secretary of State comes to visit the area and see the area for herself.

2. Teynham GP. Dr Nilan still wants to return to Teynham. The ICB are not moving very quickly but it is looking more promising to get a doctors back in the village than it did a few months ago.

3. Bin collection. Letter sent to residents with new collection date. There are still ongoing issues.

4. There is to be a Wine and Wisdom evening at the Village Hall in January 2025.

5. The Visit by Santa fundraising got Sittingbourne Lights & Teynham Scouts was cut short due to the bad weather but Cllr Bowen thanked Cllr Townson for helping with the fundraising.

**6. To approve the Minutes of the Ordinary Parish Council Meeting on Tuesday 29th October 2024.**

It was moved by Cllr Mann, seconded by Cllr Sharman and

**RESOLVED:** “That Teynham Parish Council approve the Minutes of the Ordinary Parish Council Meeting on Tuesday 29th October 2024.”

**7. Matters Arising.**

Under agenda item 4 of the minutes of the meeting on 29th October 2024 Cllr Sharman gave an update on the completion of the Community Hall floor.

The Parish Council agreed to pay the second invoice to Gransden for the final amount of £30,056.40. It was also noted that we will be claiming this amount back from our Grant provider and the Clerk would claim back the VAT in the new year.

It was moved by Cllr Barnett, seconded by Cllr Simester and

**RESOLVED:** “That the Parish Council will pay the outstanding of £30,056.40 to Gransdens and claim this amount back from the Grant provider.”

**8. Chairman’s Report.**

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| Correspondence | Correspondence received includes:   * Resident’s email to supporting our objections to the proposed Conyer Brickworks planning application. * Resident’s email drawing attention to the cars parking on pavements and impact of people passing (particularly people with mobility scooters) * Resident’s email drawing our attention to the London Road car park and the abandoned car * Teynham Scouts and the New Curling group have informally sought advice about grants. |
| Community | * Frustrated by the removal of the new ‘no dogs’ signs * Attended (in public gallery with other local residents) planning committee considering Highsted Park application. 7 Nov. * Cllrs Helen Dixon and Paul Townson part of Teynham and Highsted Community Action. * Cllrs Helen Dixon and Paul Townson to visit Conyer to listen to residents' concerns. Others are welcome. Date TBC. * Prepared Teynham News winter edition, testing the A3 z-fold format. Reduces print costs by 60%. Printed in 48 hours. 1600 copies distributed in just 36 hours by David and Damon. * Assisted the Santa’s Christmas collection, raising funds for Sittingbourne Lights and Teynham Scouts. |
| Frognal Place  S106 Deed of Variation | * Richard Hall (Trenport) requested a meeting and provided an update on the Deed of Variation for the Frognal Place S106 agreement and raised awareness of a potential development near Claxfield. * The Deed of Variation includes the requested change to the lease / freehold transfer of the Allotments, the Pavilion and the Sports Pitches to Teynham Parish Council. * The Deed of Variation includes the paragraph: “The Borough Council shall not transfer the Healthcare Contribution (or any part thereof) to the NHS Swale CCG unless the Borough Council is satisfied that NHS Swale CCG will spend the contribution towards increasing the capacity to accommodate more patients at the GP surgeries within a 5 mile radius of Teynham.  It was noted that 5-miles would include Sittingbourne and Faversham * There is no mention of the Play Area Contribution (i.e. the original S106 agreement would still apply). Worth about £85k (index linked) Section 10, Page 35 in original S106 |
| KALC Conference | Chairman Paul Townson attended the KALC Conference on Sat 30 Nov 2024. Shared notes with council members. Items of note:   * Devolution — The devolution of powers from central government to local government is likely, covering Kent County Council and Medway Council. New role of Mayor covering c2m people likely. * Local Government Reorganisation — The local government structure in Kent and Medway is likely to change, which will mean the end of Kent County Council, Medway Council, and the 14 borough councils in their current format.  Likely creation of 3–4 unitary authorities, each serving approximately 500,000 people. * NALC Resources — A wide range of resources is available on the NALC website.  Councillors encouraged to set up their own login, via nalc.gov.uk * Community Stands — Two stands stood out at the conference: [http://ActiveKent.org](http://activekent.org/)  (Offers small grants); and Kent Police / Speed Watch  (offering equipment and training). |
| Christmas 2024 | * Christmas Tree — Thank you to everyone involved for putting up and decorating the Christmas tree and lights at the Community Hall. * Christmas Market, Lantern Parade and Community Singalong — The 3-part event ran like clockwork, although numbers were down compared to last year due to the high winds and heavy rain. New design of the paper lanterns looked excellent. Thank you Hayley Steel for organising and everyone for their contributions, including parish Councillors, David Mann, Kate Barnet, Lisa Simester, Pat Dunne and of course, Clive Brodigan as Santa; The WI for providing the refreshments at the Community Hall; Sioux Peto for the lanterns. * Draw Prizes were donated by the Stallholders, local businesses - including The Ship Inn, Crispins, JoJo’s, The co-op and Artisan - plus general donations from coffee morning, parish councillors and members of the public. |

**9. To agree to be guided by the NALC recommendation for new pay scales for the year 1st April to 31st March 2025.**

Cllr Sharman proposed that the words “guided by” should be added.

It was moved by Cllr Mann, seconded by Cllr Barnett and

**RESOLVED:** “That Teynham Parish Council agree to be guided by the NALC recommendation for new pay scales for the year 1st April 2024 to 31st March 2025

The updated salary for 2024/25 will be £22,048.

**10. To agree that backpay payment to the Clerk for year 1st April 2024 to date.**

It was moved by Cllr Barnet, seconded by Cllr Mann and

**RESOLVED:** “That Teynham Parish Council agree to the backpay payment to Clerk for the year 1st April 2024 to date.”

**11. Pension - Agree that Teynham Parish Council resolves that it wishes**

**to be a participating employer in the Local Government Pension Scheme**

**(i.e. the Kent Pension Fund administered by Kent County Council), as**

**permitted under the LGPS 2013 Regulations Schedule 2, Part 2 Number 2**

**and to authorise the chairman and vice chairman to complete the**

**formal pension resolution form.**

It was moved by Cllr Barnett, seconded by Cllr Simester and

**RESOLVED:** “That Teynham Parish Council wish to participate in the Local

Government Pension Scheme (ie. The Kent Pension Fund administered by Kent

County Council), as permitted under the LGPC 2013 Regulations Schedule 2, Part 2

Number 2 and to authorise the chairman and vice chairman to complete the

formal pension resolution form.”

The Chairman and Vice Chairman completed the form in front of the other

Councillors.

**12. To confirm that the Parish Clerk has authorised Teynham Parish**

**Council to deduct the employee pension contributions as specified by the**

**Kent pension fund from their net salary and that the contributions will**

**start on (date).**

The Clerk gave her permission for Teynham Parish Council to deduct the employee

pension contributions as specified by the Kent Pension Fund from their net salary

and that the contributions will start on (date to be agreed).

This was witnessed by Cllr Barnett and Cllr Mann.

**13. To agree pension discretions policy (If policy available in time for**

**meeting).**

Cllr Townson advised that the Clerk had received an update from the

Pension team – Access to the discretions policy would be provided once

the PC had agreed to enter the pension scheme.

Carried over to next meeting.

**14. Agree that all money raised on the day of the Christmas Market**

**should be given to XXX.**

The Christmas events on 10th December raised a total of £467.79 and it was agreed that £50 would be donated via the Father Christmas service to Demelza House as the Father Christmas service lent us their Father Christmas for the Christmas Market. The remaining £417.79 will be split equally between three charities..

Sittingbourne Foodbank £139.26

Faversham Foodbank £139.26

Grow Baby Lynsted Church £139.26

It was moved by Cllr Barnett, seconded by Cllr Mann an

**RESOLVED:** “That out of the total £467.79, £50 would be donated via the Father Christmas service to Demelza House as the Father Christmas service lent us their Father Christmas for the Christmas Market. The remaining £417.79 will be split equally between three charities (£139.26 to Sittingbourne foodbank; £139.26 to Faversham Foodbank; £139.26 to Grow Baby at Lynsted Church.”

**15. To agree the budget recommendations from the Finance & General**

**Purposes Committee for 2025/2026.**

The budget was discussed and it was agreed that the Parish Council will need a

budget of £74,000 for the year 2025/26.

It was moved by Cllr Simester, seconded by Cllr Dixon and

**RESOLVED:** “That Teynham Parish Council set a budget of £74,000 for the year

2025/26.”

**16. To agree the Precept recommendations from the Finance and General**

**Purposes Committee for 2025/26.**

The precept was discussed and decided that the Parish Council will ask for a Precept

of £74,000 for the year 2025/26.

It was moved by Cllr Dixon, seconded by Cllr Simester and

**RESOLVED:** “That Teynham Parish Council request a Precept of £74,000 from

Swale Borough Council for the year 2025/26.”

**17. To agree to transfer up to £3000 from reserves (2023/4 underspend)**

**for 25% contribution of high ball fence.**

It was moved by Cllr Mann, seconded by Cllr Simester and

**RESOLVED:”**That Teynham Parish Council agree to transfer up to £3,000 from the

reserves (2023/24 underspend for the 25% contribution of high ball fence.”

**18. To agree to re-allocate £300 from reserves (2023/4 underspend) for**

**external HR support.**

It was moved by Cllr Mann, seconded by Cllr Barnett and

**RESOLVED:** “That Teynham Parish Council agree to re-allocate £300 from reserves

(2023/4 underspend) for external HR support.

**19. To agree to re-allocate up to £300 from reserves (2023/4**

**underspend) for external payroll service (to cover the initial set up cost**

**and the first 3 months of service, commencing January 2025).**

It was moved by Cllr Sharman, seconded by Cllr Barnett and

**RESOLVED:** “That Teynham Parish Council agree to re-allocate up to £300

from reserves (2023/4 underspend) for external payroll service (to cover

the initial set up cost and the first 3 months of service, commencing

January 2025).

**20. To agree to apply for a grant of up to £11k from the Football**

**Association to cover 75% of high ball fence.**

It was moved by Cllr Barnett, seconded by Cllr Mann and

**RESOLVED:** “That Teynham Parish Council agree to apply for a grant of up to £11k

from the Football Association to cover 75% of high ball fence.”

**21. To agree that Teynham Parish Council applies for Rule 6 Status at the**

**public inquiry for the Highsted Planning application.**

Cllr Dixon provided a brief update on the Highsted working group.

It was moved by Cllr Sharman, seconded by Cllr Barnett and

**RESOLVED:** “That Teynham Parish Council applies for Rule 6 status at the public

inquiry for the Highsted Planning application.”

**22. To agree that Teynham Parish Council allocate another £1,000**

**towards the Planning inquiry for Highsted Planning Application.**

It was moved by Cllr Sharman, seconded by Cllr Barnett and

**RESOLVED:** “That Teynham Parish Council agree to allocation another £1,000

towards the Planning inquiry for Highsted Planning Application.”

**23. To agree that Teynham Parish Council support the idea of having a**

**Crowd Funding page with other Parish Councils.**

It was moved by Cllr Barnett, seconded by Cllr Brodigan and

**RESOLVED:** “That Teynham Parish Council agree to support the idea of having a

Crowd Funding page with other Parish Councils in order to support our case in the

planning inquiry for Highsted Park.”

**24. Advanced Notice of Items for the Agenda of next Ordinary Meeting.**

Send to the Clerk.

**25. To note next year’s meeting dates.**

* Tuesday 21st January 2025 Ordinary Meeting
* Tuesday 11th March 2025 Annual Parish Meeting & Ordinary Meeting
* Tuesday 15th April 2025 Ordinary Meeting
* Tuesday 20th May 2025 Annual Parish Council Meeting & Ordinary
* Tuesday 24th June 2025 Ordinary Meeting
* Tuesday 22nd July 2025 Ordinary Meeting
* Tuesday 9th September 2025 Ordinary Meeting
* Tuesday 21st October 2025 Ordinary Meeting
* Tuesday 9th December 2025 Budget/Precept & Ordinary Meeting

Noted.

**26. Chairman’s Closing Remarks**

The Chairman thanked everyone for coming and for all their help during the last year and wished everyone a Merry Christmas and a Happy New Year. The meeting closed at 8.50pm.