

PLUMSTEAD PARISH COUNCIL

Minutes of Plumstead Parish Council meeting held 28th February 2024 at 6.30 pm at Plumstead Church

Present: Cllr Brian Faulkner (Chairman), Cllr Nick Fulford (Vice Chair),
Cllr David Logan, Cllr Pip Burden, Cllr Ridge.
County Councillor Steffan Aquarone
Maxine Hayes Parish Clerk.

1 Apologies

Received from District Cllr Ringer.

2. Declarations of Interest

None.

3. To approve minutes of the meeting held on 29th November 2023

It was Proposed (NL) Seconded (BF) and unanimously agreed to approve the minutes of the meeting held 29th November 2023 as a correct record with the following amendment: Page 2 - 5.4 should read bench at Flagpole Garden. They were signed by the Chairman.

4. Open Session

Cllr Aquarone was thanked for attending. He had supplied a written report.

He was asked about the roadshows to explain the changes to landline telephones. He would supply the Council with dates and nearby locations.

He reported that individuals would be required to contact their provider to inform them that they would need a battery backup in emergencies.

A brief discussion took place over the additional funding provided to the County Council from the Government which would mainly be used for Children and adult services.

Report from Cllr Ringer was circulated. It was agreed to take up his offer of supplying an owl box. This would be discussed later in the meeting.

5. Finances

5.1 It was Unanimously approved to record and pay the following invoices and expenses.

PAYMENTS					INCOME		
Date	Supplier	Description	Net	Gross	Date	Description	Amount
01.11.23	Maxine Hayes	Clerks Salary	£ 90.00	£ 90.00	26.10.23	Donation	£ 1,000.00
21.11.23	HSBC	Bank Charges	£ 10.00	£ 10.00			
26.11.23	Contracts	Grounds Maintenance	£ 40.00	£ 40.00			
01.12.23	Maxine Hayes	Clerks Salary	£ 90.00	£ 90.00			
21.12.23	HSBC	Bank Charges	£ 8.00	£ 8.00			
01.01.24	Maxine Hayes	Salary & Backpay	£ 125.80	£ 125.80			
01.01.24	HMRC	PAYE	£ 8.60	£ 8.60			
21.01.24	HSBC	Bank Charges	£ 8.00	£ 8.00			

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29.01.24	Glasdon UK	Bench	£ 661.78	£ 794.14			
16.02.24	Maxine Hayes	Stationery printer ink	£ 8.75	£ 8.75			
15.02.24	S Price	Petrol for mower	£ 9.51	£ 9.51			
21.02.24	HSBC	Bank Charges	£ 8.00	£ 8.00			
01.03.24	Maxine Hayes	Salary	£ 94.75	£ 94.75			
01.03.24	HMRC	PAYE	£ 0.80	£ 0.80			
01.03.24	Maxine Hayes	Postages to Unity Bank	£ 3.45	£ 3.45			

5.2 To discuss the role of Clerk as RFO and access to bank accounts. To date the Clerk has had no access to the bank accounts or finances of the Council. This would hopefully be resolved when the new bank account was up and running and the HSBC account closed.

5.3 The Clerk reported that the paperwork for the new account with Unity Trust Bank had been completed and £500 had been transferred from the HSBC account. The remainder of the Council finances would now need to be transferred to complete the process. All of the nominated signatories now need to login and ensure that they have access to view the accounts and authorise payments.

6. Correspondence

6.1 Correspondence had been circulated and was noted.

7. Items for Discussion

7.1 Flagpole Garden seat – This had been delivered and would be installed within the next few weeks.

7.2 Barn Owl Box – This would be supplied by Cllr Ringer.

7.3 Damaged Finger Posts – These had been repaired.

7.4 Highways – update on speed markings round- all's – Cllr Aquarone had offered to speed up the process by paying for this to be done out of his highways budget. He would contact highways and try to and get the work scheduled.

7.5 Annual Risk Assessment – completed. Next review February 2025.

7.6 Guardianship of flags – this had been handed over to another resident who would take responsibility for flying the flags for national events.

7.7 Litter Pick – It was understood that the District Council provided grabbers, protective clothing and bags. They would be contacted about the supply of equipment and a date would be publicised.

7.8 Working Party Day at Pond – It was agreed that this was not required at the moment and would be deferred until later in the year.

7.9 Speed Checks update – nothing to report. The Clerk would chase this matter.

7.10 To discuss purchase of strimmer – it was agreed that this was not required at the moment. It would be put back on the agenda later in the year if required.

8. To discuss Clerk vacancy

The Clerk had given notice to leave on the 31st March. The post would be advertised with the local council associations and in the parish newsletter. The Clerk would handover to the Chairman or replacement Clerk week commencing 25th March.

Signed..... Dated