

PLUMSTEAD PARISH COUNCIL

Minutes of the meeting of Plumstead Parish Council held on Thursday 09 February 2023 at 6.30 pm at Plumstead Church

Present: Brian Faulkner (Vice-Chair), Pip Burden, Jonathan Pilbrow, David Logan & Harriet Rossi (Clerk)

1 The Vice-Chairman welcomed everyone to the meeting. Apologies were received from Nick Fulford the Chairman

2 **Declarations of interest**

None

3 **Minutes from the meetings held on 05 December 2022**

These were approved and it was agreed that they would be signed by the Chairman at the next meeting.

4 **Matters arising from the meetings held on 05 December 2022**

Pond and Wildlife Meadow – the current contractor will be retained for the next year.

Highways – the issues raised were reported to Highways on 27 December 2022 by the Clerk.

5 **Open Session for Members of the Public to speak**

None present

6 **Report from Steffane Aquarone**

None received. It was suggested that the Council ought to investigate the legal requirements around the receipt of reports from District Councillors as these are the main form of communication from the District Council in the absence of District Councillors at parish meetings.

7 **Report from Pierre Butikofer**

No report was received from Councillor Butikofer

8 **Police Report**

The report was circulated prior to the meeting.

9 **Clerk's Financial report**

This was circulated to Councillors before the meeting. The Clerk's salary and HMRC payments were clarified to the satisfaction of the Councillors.

It was suggested that for the new maintenance fund to be created that queries be made with HSBC as to a potential savings account for this money so that it may generate some interest. This could offset the monthly bank charges.

10 **Planning applications**

None received

11 **Clerk's Vacancy**

Date of handover to new Clerk set to be 6:30pm on Tuesday 14 February 2023 at a meeting to be held at Carpenters Cottage Plumstead between the Chairman, Vice-Chairman, outgoing Clerk and incoming Clerk.

Job description for Clerks appointment –it was unanimously decided that approval for this be delegated to the Chairman and Vice-Chairman

12 **Risk Assessment of PC Assets**

Glass cleaning of noticeboards – Jonathan Pilbrow volunteered to undertake this task.

Removal of moss from roof of the shed – Brian Faulkner volunteered to undertake this task.

Glass and paintwork of telephone box – Chairman had been investigating this, update pending.

Meadow security gate-post – it was suggested that the council investigate a concrete footing for this

13 **To consider any correspondence not already circulated**

Email received regarding Elections procedures for May 2023 to be forwarded to all Councillors by the Clerk.

14 **AOB**

Mike Ray-Smith of the village has set up a parish website, as a separate site to the Parish Council website.

17 **Highways**

No requests at this time

18 **Future meeting dates**

These will need to be reviewed to suit the incoming Clerk. At the meeting for the handover to the incoming clerk on 14 February 2023 the date for the Annual Parish Meeting and the Annual Parish Council Meeting will be set.

The meeting ended at 19:17