



## Minutes for the Annual Parish Council Meeting held on Wednesday 25<sup>th</sup> May 2022

Present – Cllr Mike Booth, Chairman, Cllr Steve Dyer, Vice Chairman,  
Cllr Robert Pryor, Cllr Bennet Smith, Cllr Rosemary Dymond, Cllr Mat Peterson-Pearce  
Cllr Tony Rice, GBC, Russ Nicholls, Charles Amis, Clerk

1. Apologies for Absence: Cllr Margaret Haig, Cllr Gabriella Gabbitas, Cllr Matt Mason
2. The Annual Parish Meeting is the time to review the working groups and the members of the working groups.

Cllr Booth said the role of Chairman was time consuming and there is a lot of time spent chasing parish councillors and KCC officers for getting responses to actions. Cllr Booth was prepared to continue as Chairman for another year. It was asked what the main issues that the parish council wish to take forward this year and parish councillors were asked if the current working groups should be restructured.

It was suggested that the Chairman delegates to other parish councillors who are then accountable for that particular area of work. The Chairman would still need to provide leadership and advice but also give space for that particular parish councillor to deliver. It was important that the parish councillor knew their responsibilities and what they needed to do. Cllr Bob Lane, Chairman of Shorne Parish Council, has delegated issues such as traffic or fly tipping to other parish councillors who then take these forward. It was important that parish councillors provide a written update on their actions taken from the previous meeting if they are unable to attend a parish council meeting.

Cllr Peterson Pearce offered to draft an update for the Standing Order and provide relevant terms of reference for the all of the working groups. Cllr Rice said that a standing order may already exist at Shorne Parish Council. **Action:** Cllr Rice to ask Cllr Lane to send a Standing Order for the Traffic Group.

Cllr Booth was re-elected as the Chairman, proposed by Cllr Peterson-Pearce and seconded by Cllr Dyer. Cllr Dyer was re-elected as the Vice Chairman proposed by Cllr Booth and seconded by Cllr Dymond.

Cllr Dymond remains the lead councillor for Cobham with Cllr Haig, Cllr Smith, and Cllr Booth.

Cllr Dyer remains the lead councillor for Sole Street with Cllr Gabbitas, Cllr Mason, Cllr Peterson-Pearce and Cllr Pryor.

The chairman stated that the introduction of working groups had successfully benefitted the work of Cobham Parish Council by spreading the work load which had made the council more inclusive, open and transparent.

The **Planning Group** consists of Cllr Dyer, Cllr Haig, Cllr Booth, Cllr Dymond and Cllr Peterson-Pearce.

The **Playing Fields Group** consists of Cllr Booth, Cllr Dyer, Cllr Smith and Cllr Peterson-Pearce.

The **Traffic Group** consists of Cllr Mason (Lead), Cllr Booth, Cllr Dyer, Cllr Smith, Cllr Pryor, Cllr Dymond plus two residents of the parish, Cllr Tony Rice GBC and Russ Nicholls. KCC have set aside £15,000 for a feasibility study for the traffic situation in Sole Street. It was suggested that Cllr Mason leads on this project.

The **Footpaths Group** consists of Cllr Dymond, Cllr Haig & Cllr Gabbitas. No changes proposed.

The **Local Crime Working Group** consists of Cllr Dymond, Cllr Pryor and Cllr Peterson-Pearce. The crime working group could review the fly tipping issues and look into obtaining cameras for catching culprits. This was raised at the Gravesham Chairman's Meeting

It was asked if there should be a Parking Working Group but the complaints regarding visitors parking are not as significant as they were during the lockdowns.

**3. Conflicts of interest** – None.

**4.** The Annual Governance Statement for 2021/22, Section 1 of the Annual Governance Accountability Return for the year ending 31 March 2022 was approved and signed by the Chairman and the Clerk.

**5.** The Accounting Statements for 2021/22, Section 2 of the Annual Governance Accountability Return for the year ending 31 March 2022 were signed by the Chairman.

**6. Parishioners Comments** – None

Meeting continues in private

**7. Finance** – The cheque report was proposed by Cllr Dyer and seconded by Cllr Dymond.

**8. AOB – items from Parish Councillors**

**New Tree planted in The Street**

KCC had planted a nettle tree (*Celtis australis*) on the grass verge opposite Cobham Primary School. CPC were unhappy that they had not been consulted on these works. Cllr Dymond had contacted KCC and had received a letter in reply. **Action:** Cllr Dymond to circulate the letter from KCC.

**Youth Club**

**Action:** Clerk to Ask Cllr Mason regarding the progress made in opening a new youth club bank account.

**Litter Picking**

It was asked if there was a litter picking co-ordinator for Cobham parish. Terry Chatman, a GBC Street Champion, had cleared litter from the verges along Halfpence Lane but had left the bags of rubbish on the verge and Cllr Booth had picked these up.

### **Proposed Car Park at West Park**

Cllr Rice had continued to lobby Stuart Bobbie, Chief Executive at GBC, about the siting of a visitors car park at West Park but had no success. GBC have just employed a Strategic Regeneration Officer, Tom Reynolds who reports to Nick Brown. Cllr Rice has been lobbying Tom Reynolds regarding the parking situation at Cobham. GBC are only focusing on Gravesend Town Centre at present but visitors to Cobham could also be encouraged to visit Gravesend. **Action:** Invite Tom Reynolds to speak at a future parish council meeting after the summer.

### **Future Parish Council Meetings at the St Mary's Church Rooms**

Some residents in Sole Street had asked if some of the future parish council meetings could be held at the St Mary's Church Rooms. Before Covid the parish council meetings held in Sole Street were usually well attended by local residents. All of the parish council meetings currently take place at the Meadow Rooms. **Action:** Clerk to check the availability of the St Mary's Church Rooms for the July and September parish council meetings.

### **Delegating tasks to the Clerk**

It was asked that parish councillors should send an email rather than messaging through Whats App when requesting the clerk to take action on a particular point.

### **Email Mailbox**

**Action:** Clerk to increase the mailbox size for Cllr Peterson-Pearce and Cllr Mason.

9. Next meeting will be at 7.30pm on Tuesday 7<sup>th</sup> June 2020 in the Meadow Rooms.