



Minutes: Ordinary Meeting of Leysdown Parish Council
Tuesday 29th April 2025 at Leysdown Village Hall at 7pm

Present: Cllr. Moore, Cllr. Noe, Cllr. Partis (arrived at 19.02pm), Cllr. Switters, Cllr. Sandle, Cllr. Bidgood, Mrs E O'Neill – Parish Clerk, Mrs S Poole - RFO/Proper Officer

Members of the Public: 21 parishioners; two parishioners left the meeting at 20.14pm)

LOSPC24-25/218 Apologies:

Cllr. A Brennan sent apologies.

LOSPC24-25/219 Election results from Swale Borough Council

The election was uncontested. Patricia Sandle was elected as a Councillor. Cllr. Sandle introduced herself and provided an overview of why she wanted to become a Parish Councillor. Cllr. Sandle was welcomed by the other Councillors.

LOSPC24-25/220 Co-option – Mrs Gaynor Bidgood

Cllr. Munns resigned from the Parish Council on 3rd April 2025. As a result, a vacancy notice was issued. Only one application was received, from Gaynor Bidgood. **Gaynor Bidgood's co-option was proposed by Cllr. Noe and seconded by Cllr. Switters. All agreed. Resolved. Accepted.**

Gaynor Bidgood was co-opted onto the Parish Council. Cllr. Bidgood introduced herself and was welcomed by the other Councillors.

LOSPC24-25/221 Public Session (30 minutes)

A parishioner raised that there are not enough bins in Leysdown, specifically around the Promenade area. Cllr. Moore explained that the asset register is to be completed by the Footpaths, Properties and Greens Committee. It was discussed in detail how the process for emptying them then needs to be actioned. Cllr. Noe reported that Swale Borough Council had completed a bin audit.

The same parishioner mentioned that the layby outside of Bay View again has a lot of fly tipping, which was noted to be in the ditch, which is on private land. Cllr. Moore confirmed that the layby is not

in the Leysdown Parish boundary. Another parishioner noted that she had reported it to Swale Borough Council several months ago, but she had not heard anything. The parishioner will send the report number to Cllr. Moore for her to investigate further.

A parishioner asked why there was Heras fencing put around the bandstand. Two parishioners queried the cost of the Heras fencing. Cllr. Moore explained that urgent works were needed and that these were reported by the Parish Council at the January 2025 meeting.

A parishioner asked why there is no Police presence in Leysdown, or at this meeting. Cllr. Moore explained that PC Kinrade has been to every meeting this year and recently held a Police Surgery. Cllr. Moore explained that parishioners need to report every incident of anti-social behaviour to ensure that more policing is put in place. Councillors are not able to report issues on behalf of parishioners; the parishioners need to make the reports themselves. Cllr. Noe speaks to PC Kinrade regularly, but the reports still need to be made to ensure that appropriate policing resources are allocated to the Parish.

A parishioner asked what elements that Swale Borough Council, Kent County Council and the Parish Council are responsible for. Mrs Poole noted that she will be working with the website provider to ensure that such information is added to the Leysdown Parish Council website.

A parishioner asked why speed reducing measures had not been implemented at Shellness Road. They noted that people who use the camping area are also emptying their waste into the ponds. Cllr. Moore explained that a consultation had been undertaken by Swale Borough Council for the camper vans to be charged for overnight parking. Towing caravans will be banned from the Shellness area. Wardens will be patrolling the areas soon.

A parishioner raised that Sheerness Town Council had recently installed a 'help button' and asked if it was something that could be looked at for Leysdown. Cllr. Moore is to investigate this further.

A parishioner asked when the website was last updated, as they had looked on the website before Christmas and it did not seem to be updated. Cllr. Moore noted that since January 2025, it has been updated regularly.

A parishioner asked whether Cllr. Moore and Cllr. Noe offer a 'members enquiries' service about issues within the Borough. Cllr. Moore noted that emails can always be sent with details of any issues.

A member of public noted that a metal post had been knocked over in the verges near the boundary signs on the outskirts of the Parish. The member of public will send pictures to the Clerk to enable the Clerk to contact Swale Borough Council to ask them to remove it.

LOSPC24-25/222 To receive any report from Borough Councillor:

Report received from Cllr. Moore.

16 families within the Parish have been affected by the lack of Year 7 spaces at schools on the Island and have instead been offered places at schools in Faversham and Maidstone. Cllr. Moore has been dealing with this issue. Meetings have been held with the MP and with KCC Councillors too but there are no allocated spaces at the moment. There were 58 children on the island affected initially.

Report received from Cllr. Noe.

Cllr. Noe reported that Swale Borough Council could pass on assets to Parish Councils; this could include free car parks within the Parish.

LOSPC24-25/223 To receive any report from County Councillor:

These were circulated to Parish Councillors; as we are now in purdah until 2nd May 2025, the reports were not read out.

LOSPC24-25/224 To receive any report from Community Warden Jack Gilbey and PC Neil Kinrade

PC Kinrade was unable to attend the meeting but did provide a full written update, including several positive outcomes. This report can be found in **Appendix 1**.

LOSPC24-25/225 For Members to make or receive declarations of Disclosable Pecuniary or Non-Pecuniary Interests

Cllr. Noe and Cllr. Moore have declared non-pecuniary interests due to possibly sitting on the Planning Committee at Swale Borough Council as Borough Councillors. They will not be able to participate in voting on any planning applications.

LOSPC24-25/226 Approval and Adoption of Minutes

The minutes from 25th February 2025 were circulated to Councillors; Cllr. Noe noted that the spelling of the school is in fact St. Clement's. This will be amended before the minutes are published.

A member of public noted that the figure of the buffet should have been £200; however, the Village Hall confirmed that it was in fact £100.

Cllr. Noe proposed the approval and adoption of the minutes. Cllr. Switters seconded. Cllr. Sandle abstained. Resolved. Accepted.

LOSPC24-25/227 Matters arising from the previous minutes and not covered by other agenda items:

LOSPC/24-25/145 Defibrillator at Bay View

The defibrillator at Bay View was purchased by Big Local and gifted to the Parish Council. It appears that maintenance has not been undertaken on it. There are no current guardians for the defibrillators. It was agreed that the Clerk will start the process of getting the defibrillators onto the Circuit and then serviced. The defibrillator at the Rose & Crown was gifted by the Parish Council to the Rose & Crown, but it does not appear to have been maintained.

LOSPC/24-25/200 Neptunes Café - update

The member of staff in attendance provided an update on the recent vehicle accident at Neptunes Café. The offender has denied responsibility and is currently going through the court process. The café will be open for business again soon, albeit without toilet facilities.

LOSPC/24-25/200 Enforcement Officer Report

No report was provided.

LOSPC/24-25/201 Schooling Year 7 Places

This was discussed under LOSPC/24/25/222.

LOSPC/24-25/201 Cllr. Moore to update re unfunded east of island

Cllr. Moore has raised with the leader of Swale Borough Council about why the east of the island is much more underfunded than the rest of the Borough. The leader said that they would be working with residents to empower themselves through various roadshows. Cllr. Moore will continue to raise the issues.

LOSPC/24-25/208 Update on Bandstand Repairs

The Clerk provided an update on the bandstand repairs. The ramp was a trip hazard due to uneven surfaces, which also meant that wheelchair access was hazardous. The anti-slip cover on one of the steps had come loose. The ramp wall had been damaged by a car. The paintwork on the railings was peeling and was sharp in places. The remedial works were recently completed, the bandstand has now passed all required health and safety works and is now ready and safe for use. It will be used for the VE Day 80 celebrations on 8th May 2025.

A member of public noted that the ground surrounding the bandstand can become sodden during heavy rainfall. The Parish Council lease the land from Swale Borough Council and so it can be discussed with them as to how they can manage this. The Clerk will raise this with Swale Borough Council.

LOSPC24-25/228 Community Engagement – Working Groups

a) VE Day 80 8th May 2025

An evening event is being held on 8th May 2025 at Leysdown Village Hall. There will be a singer, war memorabilia from Bluetown Criterion, children from the school will be coming to the event to view their artwork, and light refreshments will be provided. The lamp of peace will be lit at 9.30pm on the bandstand on The Spinney.

Tri-pod lighting has been ordered for the event. A parishioner asked why tripod lighting was ordered. The Clerk explained that it was agreed at the recent working party with members of the public to purchase extra lighting for safety reasons whilst on The Spinney in the dark.

The Clerk explained that the Parish Council can purchase a VE Day 80 Flag to be flown at the bandstand. The Village Hall have their own flag. It was discussed whether there was a flagpole at the graveyard. There does not seem to be a flagpole at the graveyard anymore as it seems to have been broken or taken down. Any flags to be flown at the graveyard are to be authorised by the Church.

A member of the public asked whether lamppost signs could be ordered. It was explained that they are very expensive.

Cllr. Switters proposed the purchasing of the VE Day 80 flag. Cllr. Sandle seconded. All agreed. Resolved.

b) VE Day Celebration

The Village Hall have arranged a small fete on 10th May 2025. Councillors were asked to attend to help if they can, to help set up.

c) Newsletter draft copy

The newsletter was discussed by the Parish Council. It was agreed that two newsletters per year would be published and delivered to everyone in the Parish. The first one will be published by the end of June 2025. Councillors were asked to write an article about what they have achieved since January 2025; to be received by 15th May 2025.

d) Annual Parish Assembly Date/Speaker

The Annual Parish Assembly will be going ahead on Tuesday 20th May 2025 at 7pm. The speaker will be from the RNLI. All members of public can attend. An agenda will be published in due time.

e) Christmas Lights

Mrs Poole has received correspondence from Gala Lights who would like to meet with Councillors.

LOSPC24-25/229 General matters raised by Parish Councillor's Reports for discussion.

a) Bandstand update from the Clerk:

This was discussed under LOSPC/24/25/208.

b) New Sunday Bus Service:

Details of a new Sunday bus service were read out by the Clerk. The new trial service will start in July 2025, from Sheerness to Leysdown. The 360 buses will run to a timetable offering connections every two hours. The buses will be provided by Chalkwell. The trial will be looked at fully after the eight-week trial to ascertain whether it will continue.

LOSPC24-25/230 Financial Statement and Authorisation of Payments

Payments for April 2025 as per the schedule provided. **See Appendix 2.**

Payments as per the schedule for March 2025 were not included within the previous minutes but payments for the whole year 2024-25 have been included here. **See Appendix 2.**

Cllr. Noe proposed the authorisation of payments for April 2025, Cllr. G Partis seconded. Cllr. Sandle abstained from voting. Resolved. Accepted.

The bank mandate for Unity bank was signed. The RFO announced when Lionel Robbins will be going through the AGAR for inspection.

LOSPC24-25/231 Planning Applications

None.

LOSPC24-25/232 Consultations

a) Off Street Proposed Order Variation No. 8

The Clerk provided an overview of the Proposed Order Variation relating to the new charges to be implemented at Shellness Road in Leysdown.

LOSPC24-25/233 Interim reports from the Footpath, Properties and Greens - Assets

a. Update from Committee meeting.

Cllr. Switters confirmed that the first meeting of the Footpath, Properties and Greens Committee went ahead. However, it was not clear at the time whether enough notice had been provided for the meeting to go ahead as a committee, so it was held as a working party only.

b. Buy litter picking equipment

Cllr. Switters proposed that litter picking equipment is purchased from Helping Hands; it is the same brand of equipment that Swale Borough Council use. The cost will be £170 for these. Cllr. Switters also proposed for high-vis jackets to be purchased. The cost will be £16.99 for these.

Cllr. Switters proposed the equipment be purchased. Cllr. Sandle seconded. All agreed. Resolved. Accepted.

It was suggested that gloves are also purchased; costs will be brought to the next Full Council Meeting for discussion.

c. Bus Shelters

The bus shelters within the Parish were discussed. The Parish Council are responsible for three bus shelters: the wooden shelter opposite Bay View, a green/Perspex shelter and a smaller shelter. Another bus shelter is owned by Swale Borough Council and situated outside of Merlin's. The wooden shelter is in disrepair and the Assistant Clerk will bring a quotation for the safety assessment of it to the next Full Council Meeting. The Assistant Clerk will also bring a quotation for bus shelter cleaning to the next Full Council Meeting.

Cllr. Switters noted that the benches outside of the graveyard are also in disrepair and are quite dirty. Mrs Poole suggested that a working party be organised to clean the benches.

Cllr. Moore noted that the boundary signs also need to be cleaned. It was agreed that a working party could not be set up to clean the boundary signs as it would be dangerous for members of the public to be in such a close vicinity to the road. Quotes are to be gathered for the boundary signs to be cleaned.

d. Defibrillators Bayview, Grove Avenue, Rose & Crown

This was discussed under LOSPC/24/25/145.

e. Wildlife Cameras

These have been received from a member of the public; these are now stored within the Parish Council office.

f. Noticeboards

Cllr. Partis provided an overview of the noticeboard provision within the Parish; there is one at Bay View, one outside the newsagents near the shops in Leysdown and one outside the Village Hall in Leysdown. There is one at the bandstand, although it seems to be in disrepair. It was agreed to purchase teak oil to restore the wooden noticeboard outside of the newsagents.

g. Bandstand

This was discussed under LOSPC/24/25/208.

h. Litter picking dates for the next 6 months

The dates will be agreed at the next Full Council Meeting, when the litter picking equipment has been purchased.

i. Planters

Cllr. Switters had contacted Bay View Garden Centre to ascertain if plants could be purchased from or donated by them; however, there is a change in ownership at the Centre and so no plants are available at the current time. A member of the public is providing some plants from their allotment. Cllr. Switters is to list the plants that will be required.

Cllr. Moore proposed a budget of £500 for plants to be purchased. Cllr. Sandle seconded. Resolved; All agreed.

LOSPC24-25/234

Correspondence

a. KALC Newsletter

Noted as received by Councillors.

b. Assistant Clerk application

Cllr. Moore welcomed Alison Stuart as Assistant Clerk. She will be looking after the Footpaths, Properties and Greens Committee, as well as assisting the Clerk with some tasks.

LOSPC24-25/235 General matters raised by Councillors for discussion.

Cllr. Sandle suggested that the Parish Council petition that the layby outside the Parish boundary is closed, due to the risk of displaced motorhomes/caravans parking there once parking charges in Shellness are brought in. This will be discussed at the next Full Council Meeting. It will also be raised at the next Joint Transportation Board Meeting.

LOSPC24-25/236 Recommendations to next Full Council.

The RFO provided copies of the following policies and procedures, and asked the Parish Councillors to review them all in time to be signed at the Annual Parish Council Meeting on 27th May 2025:

12. Standing Orders
13. Code of Conduct
14. Communications Protocol
18. Community Engagement
19. Customer Care Policy
26. Equality & Diversity Policy
27. A Guide to Attending and Speaking at Meetings
28. Lone Worker Policy
31. Co-option Application Form
35. Training Statement of Intent
48. Audio Recording, Filming, Photography and Reporting of the Proceedings of Meetings (Parish Council and Committees)
50. Vexatious Complaints Policy
60. Child Protection Policy

At every Full Council Meeting thereafter, 3-5 policies will be produced to be signed off.

LOSPC24-25/237 Dates of Next Meeting

- Clerk on leave: 30th April – 2nd May 2025.
- Assistant Clerk on leave: 5th June – 22nd June 2025.
- Annual Parish Assembly: 20th May 2025.

- Annual Parish Council Meeting: 27th May 2025 at 7pm (note: this is not the normal Parish Council Meeting. There will be no public session at this Meeting).
- RFO on leave: 8th May – 25th May 2025.

LOSPC24/25/238 **Closure of Meeting**

Meeting closed at 20.56pm.

Appendix 1: Report from PC Kinrade.

Appendix 2: Schedule of payments for year 2024/25.

Signed: *Paper copy signed by Cllr Switters on 17th June 2025.*