



Minutes: Ordinary Meeting of Leysdown Parish Council
Tuesday 28th October 2025 at Leysdown Village Hall at 7pm

Present: Cllr. Switters, Cllr. Sandle, Cllr. Bidgood, Cllr. Partis, Mrs E O'Neill – Clerk.

Members of the Public: 9 parishioners.

LOSPCM25/26-82 Apologies:

Cllr. Noe and Mrs Poole, RFO, sent apologies.

LOSPCM25/26-83 Public Session (30 minutes)

A parishioner asked why Leysdown Parish Council has employed two Clerks. Cllr. Switters explained that the Parish Council has one Clerk and one RFO. In time, and with appropriate training, the Clerk will take on the role of Proper Officer and RFO; this is being planned for.

LOSPCM25/26-84 To receive any report from Borough Councillor:

Cllr. Moore provided an update regarding the secondary school provision for children; there has been no further help from KCC regarding transport. The next year of intake is due to hear their school destination in March 2026.

Cllr. Moore attended the Island Forum meeting last week, where she spoke with the MP about the planned board for the Pride in Place funding; Cllr. Moore conveyed to the MP that local voices need to be heard when deciding where the money will go.

LOSPCM25/26-85 To receive any report from County Councillor:

Nothing received.

LOSPCM25/26-86 To receive any report from Community Warden Claire Jones and PC Neil Kinrade

Cllr. Switters read through PC Kinrade's report and noted that as much information as possible needs to be reported to the Police. PC Kinrade will continue the drop-in surgeries over the coming months, with dates to be confirmed.

See Appendix 1.

Cllr. Switters noted that Claire Jones could not attend the meeting.

LOSPCM25/26-87 For Members to make or receive declarations of Disclosable Pecuniary or Non-Pecuniary Interests

None to note.

LOSPCM25/26-88 Presentation from Sheppey Matters – Legacy Project

This was deferred to the November 2025 meeting.

LOSPCM25/26-89 Approval and Adoption of Minutes

The minutes from the Full Council Meeting of 30th September 2025 were circulated to Councillors, prior to the meeting.

Cllr. Sandle noted that the petition against the closure of the Spinney toilets was not included. The Clerk is to add this in.

The Swale Borough Council Environmental Services and Climate Change Committee is meeting on 12th November 2025 where a decision will be made.

Cllr. Bidgood proposed that the minutes were adopted – with the amendment above - as a true record of the meeting. Cllr. Partis seconded. All agreed. **Resolved; accepted.**

LOSPCM25/26-90 Matters arising from the previous minutes and not covered by other agenda items:

a Winter Newsletter

The Councillors discussed when the next newsletter is to be produced. Cllr. Moore proposed that the next newsletter issue will be produced for February 2026. This will give more time to gather news and community groups information. Cllr. Bidgood seconded. All agreed. **Resolved; accepted.**

b Update on Doctors Surgery Closure

The Clerk is to contact the Practice Manager at the Surgery to ascertain the latest update on the planned closure.

c Co-option Vacancy

The vacancy was noted. Cllr. Sandle queried whether the vacancy notice required the personal information about the previous Councillor to be included. It was unclear as to whether it was a statutory requirement or not.

d **Lanyards**
The lanyards have been received and handed out to Councillors and staff.

LOSPCM25/26-91 **Community Engagement – Working Groups**

a **Remembrance Services**

The Remembrance wreaths have been purchased.

b **Christmas Lights Switch On**

The Clerk provided an update about the Christmas lights. We are awaiting the permit from KCC. Everything should be in place for 29th November 2025.

Cllr. Switters noted that it may be difficult to plug the lights into the electric box on the bandstand whilst keeping said box locked. A parishioner noted that there are external plugs in the roof of the bandstand which could be used to power the lights.

A 6ft or 7ft Christmas tree is to be donated by Bayview Garden Centre. Cllr. Bidgood is liaising with the garden centre to arrange delivery.

c **Litter Picking Dates**

The next Leysdown Litter Pick is going ahead on 15th November outside the graveyard along Leysdown Road. This will be the last litter pick of 2025.

LOSPCM25/26-92 **Interim Committee Reports**

a **Footpaths, Properties and Greens Committee**

The next Committee meeting is due to go ahead next week.

b **Planning & Transportation Committee**

i. HIP Progress

The Committee will meet with KCC on 2nd December online via Microsoft Teams. The joining link will be sent nearer the time.

c **Staffing Committee**

The meeting dates will be set after this Full Council meeting.

d **Finance Committee**

Potential dates of the Finance Committee were discussed. The Clerk will liaise with the RFO to confirm the next date.

LOSPCM25/26-93 Update from Outside Bodies

a. Local KALC Meeting – 20th October at 7pm at Bobbing Village Hall

Cllr. Switters and Cllr. Bidgood attended and provided an update about the meeting. There have been some changes within the KALC meeting, and a new Chair and Vice-Chair were appointed.

b. Greenway Light Railway Meeting

Cllr. Partis attended the meeting. KCC have granted an amount of money to the Greenway Light Railway project. Cllr. Switters noted that the draft plans of the LCWIP also include initiatives that could benefit the east of the island and the project itself.

c. Joint Transportation Board (JTB) – 6th October at 5.30pm

Cllr. Sandle attended the meeting and provided an update. The Clerk will ask the Chair to add the potential closure of the lay-by along Leysdown Road to the JTB agenda of December 2025.

LOSPCM25/26-94 Appeals

None to note.

LOSPCM25/26-95 General matters raised by Parish Councillors Reports for discussion

None to note.

LOSPCM25/26-96 Financial Statement and Authorisation of Payments

The Clerk will make payments under the delegated powers of the Clerk/RFO and to seek approval of any additional payments as necessary.

See Appendix 2.

a. Internal Audit: Interim Visit of 20th October. Full visit of 1st April.

The audit was noted.

b. Assertion 10 Presentation

The Clerk provided an overview of the presentation on behalf of the RFO. The presentation will be forwarded onto all Councillors for their review.

LOSPCM25/26-97 Consultations

a. KALC request all councils to fill in consultations

This was noted.

The Clerk also noted that Parish Councils are not named consultees on licencing consultations. The Clerk queried this with Swale Borough Council who informed her that there is no automated notification of licencing consultations for each area and that all consultations are instead listed on the Swale Borough Council website. Cllr. Moore, in her role as Borough Councillor, will forward any future licencing consultations to the Clerk that are relevant to Leysdown Parish Council.

LOSPCM25/26-98 Correspondence

a. KALC Newsletter October

This had been sent to all Councillors.

LOSPCM25/26-99 Training

a. Clerk to update on who has done the basic training

Cllr. Switters attended the Introduction to Planning Training by KALC.

b. Update of the Clerk's ILCA

The Clerk continue to complete the ILCA training course.

LOSPCM25/26-100 General matters raised by Councillors for discussion

Cllr. Bidgood noted that several parishioners had raised with her that the Suez contractor (who is covering for the usual employee) responsible for litter picking and clearing up along the Spinney has been noticed to not be working for large periods of the day. Cllr. Bidgood is to ask parishioners to raise this with Swale Borough Council.

Cllr. Switters proposed that the invoice for A3 posters for the Remembrance Service is paid for by the Parish Council, at a cost of £36. Cllr. Moore seconded. All agreed. **Resolved; agreed.**

LOSPCM25/26-101 Recommendations to next Full Council

No recommendations to note.

LOSPCM25/26-102 Dates of Next Meeting

- 4th November: Footpaths, Properties and Greens Committee Meeting
- 4th November: LGR at Swale House, 7pm.
- 13th November: KALC Clerk/RFO Conference.
- 13th November: Planning and Transportation Committee.
- 25th November: Full Council at 7pm.
- 5th December: Clerk/RFO SLCC Conference.

- 8th December: Joint Transportation Board, 5.30pm, online.
- 16th December: Footpaths, Properties & Greens Committee, 7pm.

LOSPCM25/26-103 Closure of Meeting

The meeting closed at 8.47pm.

Appendix 1: Report from PC Kinrade.

Appendix 2: Schedule of payments

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