

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Tuesday 3<sup>rd</sup> May 2016 at 7.30 p.m.

**PRESENT:** Councillors Ashby, Buller, Burnham, Gosling, Kelly, Lain-Rose, Perry, Riordan, Spearink and Silkin who was in the Chair.  
Parish Clerk: Mr M J Westwood

**APOLOGIES:** Councillors Butcher, Claridge, Manning, Reardon and Sharp whose apologies were accepted.

**URGENT ITEM:** - Councillors AGREED to take one item of urgent business proposed by Councillor Perry relating to planning for affordable housing.

**COUNCILLOR DECLARATIONS** regarding items on the Agenda:-

Lobbying – Councillor Buller declared she had been lobbied about the Neighbourhood Plan, bus-stops and Speedwatch.

Changes to the Register of Interests – none declared.

Interest in Items on the Agenda – none declared.

Requests for Dispensation – none requested.

**APPROVAL OF FULL COUNCIL MINUTES** Minute pages 1525-1528 of 18<sup>th</sup> April 2016 were proposed for approval by Councillor Lain-Rose, seconded by Councillor Spearink, APPROVED by Councillors (Councillors Ashby and Kelly abstaining), signed by Chairman Silkin and made available at [http://staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx).

**CORRESPONDENCE & CURRENT ISSUES for noting or decision:-**

1. Urgent Item – Councillor Perry said that he felt the Parish Council should plan its approach to meeting affordable housing need in the light of new developments envisaged in Staplehurst. *Chairman Silkin temporarily closed the meeting to allow contributions from the Chair of Rural Settlement Group who discussed the wide definition of affordable housing, changing government legislation and the planned refresh of the 2010 Staplehurst Housing Survey.* After some discussion Councillors identified a need for a Parish Council policy on affordable housing and for readily available access to information on the subject. Councillors AGREED that Strategy & Policy Group should produce a draft policy and recommend next steps when it next meets on 18<sup>th</sup> May.
2. Neighbourhood Plan – Verbal report on Examination Status. Councillor Perry reported that he had chased MBC about the delay in the issue of the Examiner's report but recognised that the new team was doing what it could and that the timing was very much in the hands of the Examiner.
3. Borough Council Report – Councillor Perry reported that he was awaiting new proposals for the A229-Headcorn Road-Marden Road crossroads and pursuing a resolution to the siting of a crossing on Marden Road. He commented that a planning application for Land to the south of The Gables in Marden Road had been dropped from MBC's last planning committee meeting due to an overcrowded agenda.
4. Caretaker's Report – no issues to report.
5. Allotment Provision – Discussion (further to Min 1526). Chairman Silkin said that Councillor Claridge had written a discussion paper (yet to be issued). Councillors AGREED that the paper should be issued and circulated to councillors in advance of a future meeting when both councillors Claridge and Manning would be able to attend.

6. Consultation – Hawkhurst Reg.14 Neighbourhood Plan: notice of publication, consultation period and events (for comment and/or noting). Councillors NOTED the details of the proposed consultation and expressed their best wishes to Hawkhurst Parish Council for its Neighbourhood Plan.
7. KALC Cost-Saving Proposals – Survey Questions (for comment by 01/06/16). Councillors NOTED the survey without further comment.
8. Kent Highways – Report of Meeting with KHS District Manager and Highways Steward 27/04/16 (attended by Councillors Reardon and Spearink and the Clerk). Councillors NOTED the report of the wide range of issues covered in the meeting. The clear message was that Kent Highways' budget has been much reduced such that they will intervene to repair faults promptly only when there is a critical safety issue. Otherwise the timing will depend on available funding and the scheduled works programme. Kent Highways will welcome parish contributions to the funding of local projects. They indicated that they had no objection to the siting of bollards on Bell Lane verges, but the land is owned by MBC.
9. Legal Advice – Estimate for advice relating to proposed transfer of land between A229 High Street and Chestnut Avenue (for approval). Councillors AGREED nem con to ask Buss Murton to advise and act for the Parish Council, noting the estimated cost of £500 plus VAT and legal fees.
10. Parish Surgery – (1) Reports on surgeries since 23<sup>rd</sup> April (RS/TB) (for information). Chairman Silkin reported no issues had been raised. Councillor Burnham reported a resident had commented on the untidiness at the northern end of Station Road. (2) Appointment of representatives for future surgeries (for decision) – 21<sup>st</sup> May Councillor Ashby; 28<sup>th</sup> May Councillor Gosling. Councillors AGREED that more publicity should be generated for the surgeries, especially on Facebook.
11. Traffic Regulation Order – Proposal by KCC for 50mph limit on A229 in Staplehurst from 350m south of Pinnock Lane to Knoxbridge (for comment by 23<sup>rd</sup> May). Councillors AGREED they were supportive of the proposal and had no objection to make.
12. Youth Club – Quotation for grounds maintenance (for decision). Councillors AGREED to accept the quotation from Forestry First for grass and hedge cutting in 2016 at a cost of £615 plus VAT, noting that the cost was held at 2015 level. Councillors AGREED that the maintenance requirements should be reviewed before 2017.

#### **COMMITTEE & FOCUS GROUPS** – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next TAG meeting 24/06/16. [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx)  
Councillor Buller observed that the replaced bus shelter on the southbound A229 Cranbrook Road required a bus-stop sign and timetable and asked the Clerk to approach Arriva.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting 08/06/16. [http://www.staplehurstvillage.org.uk/kcc\\_emergency\\_planning\\_group.aspx](http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx)
3. Planning Committee (PB, MA, JB, CC, TB, AG, PK, RS, PS) [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx)
4. Allotments Project Group (TB, PK, JB, BM) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_1.aspx](http://www.staplehurstvillage.org.uk/sub_groups_1.aspx)
5. Strategy & Policy Group (JP, TB, PK, PB, CC, SL, RS) Next meeting 18/05/16. [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx)
6. Finance Group (JP, TB, PK, PB, SL, JR) Next meeting 29/04/16 - report to be circulated to next Council meeting. [http://www.staplehurstvillage.org.uk/finance\\_group.aspx](http://www.staplehurstvillage.org.uk/finance_group.aspx).
7. Economic & Tourism Development (PS) Next meeting?
8. Oliver Road Open Space (PK, SL, AS, PS) Report of meeting with Taylor Wimpey 21/04/16 and recommendations for decision. Councillors NOTED the report and that Taylor Wimpey expected to conclude construction in June. They AGREED to appoint legal representatives to advise on the transfer of the land. They AGREED to aim for transfer of the land as soon as practical after completion of construction, subject to satisfaction

with legal documentation. They AGREED that the land should be transferred to the Parish Council in its own name. Councillor Spearink reported on the working group's activity and further discussions with Taylor Wimpey to clarify practical site issues. Councillors AGREED that a second Carnival stall be requested, which will be focused on the open space.

9. Playscheme (TB, JB) Next meeting? [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx) Report on arrangements for 2016 scheme (for noting). Councillor Buller discussed the report. Councillors NOTED that arrangements were in hand to run the scheme for three weeks from 1<sup>st</sup> August, with the middle week offering extended sessions until 3.00pm. Councillors NOTED that MBC was inviting bids for funding support and that the Parish Council would be submitting an application. Councillors NOTED that as Headcorn Parish Council was unable to offer a play scheme this summer ten places had been offered for Headcorn children in return for a contribution from Headcorn PC towards running costs.
10. Publicity & Website Group (TB, PK, MA, JB, CC, SL, JR) Next meeting? Report of meeting 22/03/16 awaited. [http://www.staplehurstvillage.org.uk/publicity\\_website.aspx](http://www.staplehurstvillage.org.uk/publicity_website.aspx) Councillor Buller reported that the Group needed to meet to discuss the next Village Update which was due at the end of June.
11. Rural Settlement Group (JP, JB, TB, AS) Report of meeting 06/04/16 awaited. [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx). The meeting due to be held on 04/05/16 had been postponed pending further information about the Examiner's report on the Neighbourhood Plan.
12. Staff Group (JB, PK, SL, BM, JP) Next meeting?
13. Staplehurst Village Centre Development Group (TB, AG, SL) Next meeting 12/05/16. Report of meeting 14/04/16 posted at [http://www.staplehurstvillage.org.uk/village\\_centre\\_redevelopment\\_group.aspx](http://www.staplehurstvillage.org.uk/village_centre_redevelopment_group.aspx)
14. Staplehurst Youth Parish Council (SL-R)
15. Surrenden Playing Field Group (TB, PK, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>
16. Village Enhancement Group (TB, PK, JB, PB, JR, AS) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups.aspx](http://www.staplehurstvillage.org.uk/sub_groups.aspx)
17. Youth Club (PK) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx) The Clerk undertook to check the status of enquiries relating to the proposed installation of a bench and path on site.

#### **REPORTS FOR NOTING** from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_carnival\\_fete\\_committee.aspx](http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx)  
The Clerk reported that the Carnival & Fete Committee wished to offer a tree-climbing attraction at this year's carnival. Last year it had been the intention to offer one, but it did not happen as the supplier did not have enough staff. Councillors AGREED that they had no objection subject to the promised safety measures being taken.
2. Churchyard Liaison (PB, PK) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_2.aspx](http://www.staplehurstvillage.org.uk/sub_groups_2.aspx)
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 07/06/16. [http://www.staplehurstvillage.org.uk/headcorn\\_aerodrome.aspx](http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx)
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 12/05/16. [http://www.staplehurstvillage.org.uk/jubilee\\_fields\\_users\\_group.aspx](http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx)
5. KALC Area Committee (RS, PK, PB, JP) Next meeting in May (date t.b.c.). [http://www.staplehurstvillage.org.uk/kent\\_association\\_of\\_local\\_councils.aspx](http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx)
6. Kent Community Alcohol Partnership (PB) Next meeting?
7. Knoxbridge A229 Residents' Group (BM, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 19/05/16. [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx) .
9. Neighbourhood Watch (JB) [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx) .
10. Police/Parish Liaison (PB, BM, AS) Next meeting? Report of meeting 24/09/15 awaited. [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
11. River Beult Catchment Improvement Group (JP, PS) Next meeting? Report of meeting 21/04/16 to be posted at <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 07/06/16. Report of meeting 01/03/16 awaited. <http://www.staplehurstvillage.org.uk/others.aspx> .

13. Speed Watch (JB) Report of conference 23/04/16 posted at <http://www.staplehurstvillage.org.uk/speedwatch.aspx>  
Councillor Buller reported that the new Speedwatch equipment had been used six times in two weeks and recorded 102 speeding vehicles. It was generating a positive reaction and she thanked the Parish Council for supporting its purchase. The Clerk reported that some funding had been received from County Councillor Hotson's Member's Fund; as some funding had also been received from another source directly by the equipment supplier some clarification was to be sought.
14. Staplehurst Community Hub (JB) Next meeting?
15. Staplehurst Library Users Group (JB, BM) Next meeting?
16. Staplehurst Patients' Participation Group (JB, AS, RS). Next meeting 27/04/16. Report of meeting 13/01/16 posted at [http://www.staplehurstvillage.org.uk/patient\\_participation\\_group\\_at\\_health\\_centre.aspx](http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx).
17. Staplehurst Primary School Liaison (AG, SL, BM, JR)
18. Staplehurst Surface Water Management Plan Group (PS) Next meeting? Report of meeting 01/04/16 awaited.
19. Staplehurst Village Centre Trust (MA, RS) Next meeting 10/05/16.  
[http://www.staplehurstvillage.org.uk/village\\_centre\\_trust.aspx](http://www.staplehurstvillage.org.uk/village_centre_trust.aspx)
20. Village Golf & Sports Club (PB) Next meeting? [http://www.staplehurstvillage.org.uk/ot\\_hers.aspx](http://www.staplehurstvillage.org.uk/ot_hers.aspx)

Chairman.....

**PUBLIC FORUM:** No items were raised.