

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 15th July 2013 at 7.30 p.m.

PRESENT: Councillors Ashby, Buller, Burnham, Butcher, Gosling, Green, Kemp, Lain-Rose, Manning, Sharp, Silkin, Spearink and Perry who was in the Chair.
Parish Clerk: Mr MJ Westwood

APOLOGIES: Councillors Kelly and Reardon whose apologies were accepted.

URGENT ITEMS: - Councillors agreed to take two items of urgent business in respect of the Jubilee Field changing room and a report on Community Asset Transfers.

COUNCILLOR DECLARATIONS:

Lobbying – Councillor Buller declared she had been lobbied about the Health Centre and Neighbourhood Plan. Councillors Buller and Lain-Rose declared they had been lobbied about the Parade and Supermarkets.

Changes to the Register of Interests – none declared.

Interests in items on the agenda – none declared.

Requests for dispensation – none requested.

APPROVAL OF FULL COUNCIL MINUTES Pages 1279-1281 of 1st July 2013 were proposed for approval by Councillor Butcher, seconded by Councillor Spearink, approved by councillors nem con, signed by Chairman Perry and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Summation of Accounts to 9th July 2013 was circulated and noted.
2. Accounts for payment for approval. Proposed by Councillor Lain-Rose, seconded by Councillor Silkin, the list of accounts for payment was approved.
3. Christmas Lights – Councillors considered the quotation from the Council's current contractors Aylesford Electrical Ltd to provide a more reliable display of Christmas lights and discussed the options outlined in the report of the RFO dated 12th July 2013. Proposed by Councillor Green, seconded by Councillor Silkin, councillors resolved with two abstentions to adopt the third option in the report, namely to purchase LED light strings and tie them to existing motifs, generating estimated acquisition and running costs of £2,915.42 in year one, falling to running costs of £1,550 per annum thereafter. Councillors expressed their appreciation of the analysis provided by the RFO.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Urgent Items - The Clerk reported that the Jubilee Field Management Committee had arranged an urgent repair on the rolling door of the changing room at an anticipated cost of £200. Taking into account the context of the Jubilee Field Maintenance Agreement, proposed by Chairman Perry, seconded by Councillor Butcher, councillors resolved that the Parish Council would fund the expenditure but asked that the Committee be advised that there was not an inexhaustible reserve to fund items outside budget and that users be requested to take due care with the facilities to reduce risk of damage. Councillor Spearink reported that he had attended a borough council seminar on Community Asset Transfers that had provided interesting information about MBC's

- attitude to potential divestments. Councillors asked that MBC be contacted for clarification about the extent of its assets in Staplehurst.
2. Neighbourhood Plan – Appointment of Consultant, Statement of Intent and Inception Day. *Chairman Perry closed the meeting to allow contributions from members of the Rural Settlement Group.* The RSG Chair advised that an Inception Day was planned for 18th July, comprising project team discussions with visiting consultants (Feria Urbanism) and a look at sites identified in the MBC calls for land. He advised that further events were planned for 12th September (evening round table) and 8-10 October (forum), further details to be available after the Inception Day. Councillor Spearink asked that the interests of Sobell Lodge be considered in work on the plan; the RSG Chair advised that interested groups would have an opportunity to have their say. Councillors and RSG members observed that consultants had already made some stimulating comments on documents they had reviewed. Chairman Perry advised that he would like to invite the Leader of MBC to visit Staplehurst. *Chairman Perry reopened the meeting.* Councillors resolved that the Clerk's proposed appointment letter be sent to Feria Urbanism; they noted Feria's challenging comments on the Parish Council's statement of intent and agreed that the Chairman should invite the Leader of the Borough Council to Staplehurst.
 3. Churchyard Agreement – Councillors reviewed draft heads of terms prepared by Councillors Green and Silkin. Councillors resolved by majority in section 7 (maintenance) to delete reference to making safe memorials and to retain references to mending of fences and gates and to tree pruning. Councillor Green recommended that the churchyard financial year be matched to that of the Parish Council. Councillor Butcher said he believed a liaison role was important for monitoring the effectiveness of work. Councillor Silkin agreed to draft an updated heads of terms document.
 4. Developers' Proposals – The Clerk advised that Bovis Homes would be holding a public exhibition on 23rd July in the Village Centre about its proposals for land to the north of Headcorn Road (Fishers Farm).
 5. Health Centre – Chairman Perry advised that he had received advice of the appointment of a new doctor and that the surgery had scored highly in assessment against other Malling Health centres.
 6. KCC Legal Advice – Growth and Infrastructure Act 2013. Councillors noted the guidance received from Kent Legal Services, especially the Act's provision for developers to apply for modification or discharge of affordable housing elements.
 7. Library Surgery – Chairman Perry reported there had been a single visitor who had enquired about the Bovis Homes proposals.
 8. Nature Reserve at Bell Lane – Councillor Spearink reported on his meeting with representatives of Golding Homes, MBC and Medway Valley Countryside Partnership. He expressed concern about a possible change of mind by Golding Homes in relation to dredging of and clearance from the pond at the bottom of Bell Lane. Councillors asked that a letter be sent to MBC's planning officer and to ward councillors.
 9. Caretaker's Reports – The Clerk advised that the caretaker had weeded in front of the old toilet block at the Parade and had painted over graffiti at the skatepark.
 10. Supermarkets – Councillor Butcher reported that he had spoken to Sainsbury's about proposals for allocation of S106 money in the centre of the village. He advised that work on the petrol station would be followed by the new factory and then the supermarket.
 11. The Parade – Councillor Buller said that she had spoken to a local resident who had just been engaged by landlords of the Parade to undertake cleaning there; she said the initial results of his work were impressive. The old rubbish bins are yet to be replaced.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Minutes of meeting 21/06/13 posted at http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx Councillor Spearink remarked on the increasing frequency of bus cancellations; Chairman Perry will discuss the issue with County and Borough Councillor Hotson.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Report of meeting 13/06/13 awaited. http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, JP, PS) http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx Councillor Butcher stressed to members that when attending public pre-application meetings and exhibitions it was important to do so as a member of the public and not make comments that could be interpreted as the view of the Parish Council.
4. Allotments Project Group (JP, TB, PK, JB, BM) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_1.aspx
5. Strategy & Policy Group (JP, TB, PK, PB, SL, SG, RS) Next meeting? http://www.staplehurstvillage.org.uk/policy_group.aspx Chairman Perry said he planned to organise another meeting soon.
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Report of meeting 24/06/13 for discussion and decision. http://www.staplehurstvillage.org.uk/finance_group.aspx Chairman Perry requested that this report be discussed in confidential session at the end of the meeting, to which councillors agreed. As this business related to employment matters the Clerk left the meeting at that point.
7. Playscheme (TB, JB, NK) Commencing 29th July. http://www.staplehurstvillage.org.uk/youth_activities_1.aspx Councillor Buller asked that an update be sought from Play Place on how bookings were progressing.
8. Publicity & Website Group (JP, TB, PK, MA, JB, NK, SL, JR) Next meeting? Report of meeting 02/07/13 awaited http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Buller said that she had issued a timetable for preparation of the next Village Update which was scheduled for issue on 2nd September.
9. Rural Settlement Group including Neighbourhood Plan (JP, MA, JB, AS) Next meeting 14/08/13. Report of meeting 10/07/13 posted at http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx.
10. Surrenden Playing Field Group (TB, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Burnham said he would be discussing with Councillor Reardon an issue raised by a resident about the Crowther Close hedge.
11. UpRockin 2013 (JP, PB) Councillor Butcher advised that the Jubilee Field gates had been repaired and the height barrier hinges adjusted. He encouraged volunteers to come forward to assist at UpRockin on 20th July.
12. Village Enhancement Group (JP, TB, PK, JB, PB, SL, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx .

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx The Clerk read to councillors a letter received from the Carnival & Fete Committee, which expressed deep appreciation of the hard work and contribution of Councillor Manning to the organisation of the carnival.
2. Churchyard Liaison (PB, PK) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_2.aspx
3. Village Sports & Social Club (PB) Next meeting? http://www.staplehurstvillage.org.uk/ot_hers.aspx
4. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 01/10/13. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
5. Jubilee Field Management & Users Group (JP, PB) Report of meeting 27/06/13 awaited. http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
6. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 25/09/13 http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
7. Knoxbridge A229 Residents' Group (BM, NK, PS) Next meeting? Report of meeting 29/05/13 awaited.
8. McCabe Day Centre (JB) Next meeting (AGM) 25/09/13. Report of meeting 11/07/13 awaited. http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx

9. Neighbourhood Watch (JB) http://www.staplehurstvillage.org.uk/police_liaison.aspx
10. Police/Parish Liaison (PB, PS) Next meeting 19/09/13. Report and minutes of meeting 4/07/13 posted at http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. Sobell Cheshire Home (JP, PS) Report of meeting 02/07/13 awaited. <http://www.staplehurstvillage.org.uk/others.aspx>
Councillor Spearink advised that the Sobell Lodge was looking into having a Facebook page.
12. Speed Watch (JB) Report of activity 03/07/13. <http://www.staplehurstvillage.org.uk/speedwatch.aspx> Councillor Buller advised that equipment had been overhauled and that the latest activity had identified 33 speeding vehicles, the largest single amount in one session.
13. Staplehurst Community Hub (JB) Next meeting?
14. Staplehurst Patients' Participation Group (JB, RS, PS) Next meeting 31/07/13. Report of meeting 13/03/13 awaited. http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx
15. Staplehurst Primary School Liaison (SL, BM, JR)
16. Staplehurst Village Centre Trust (SL & PB) Next meeting?
http://www.staplehurstvillage.org.uk/village_centre_trust.aspx
17. Youth Club (SL, PK) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx

Chairman.....

PUBLIC FORUM: No other items were raised.