

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 17th November 2014 at 8.20 p.m.

PRESENT: Councillors Ashby, Buller, Burnham, Gosling, Green, Kelly, Manning, Perry (from the point indicated in the minutes due to ward councillor business), Reardon, Spearink and Silkin who was in the Chair.
Parish Clerk: Mr M J Westwood

APOLOGIES: Councillors Butcher, Kemp and Sharp whose apologies were accepted. Councillor Lain-Rose was absent.

URGENT ITEM: - None requested.

COUNCILLOR DECLARATIONS:

Lobbying – Councillor Buller declared she had been lobbied about the Neighbourhood Plan.

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 1388-1391 of 3rd November 2014 were proposed for approval by Councillor Kelly, seconded by Councillor Buller, approved by councillors, signed by the Chairman and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Summation of Accounts to 7th November 2014. Noted by Councillors.
2. Accounts for payment for approval. Proposed by Councillor Green, seconded by Councillor Buller, the list of accounts for payment was approved for payment (Councillor Kelly abstaining).
3. Transport Accessibility Group – 2015 membership (£14 + any donation) for approval. Proposed by Councillor Spearink, seconded by Councillor Manning, recognising the value of the Group in dealing with bus service issues, Councillors voted nem con to pay £25 by way of 2015 membership subscription and donation.
4. Policy re Local Government Pension Scheme Members – Fin Group item 4 (for approval). Noting the recommendation of Finance Group and that the proposal was based on KCC's own policy, proposed by Councillor Green, seconded by Councillor Gosling, councillors voted nem con to adopt the pension policy in respect of staff belong to the Local Government Pension Scheme.
5. Skate Park Repair & Repainting – Finance Group item 9 (Quote for approval). Proposed by Councillor Ashby, seconded by Councillor Spearink, councillors voted nem con to accept the quotation of £4,253.75 + VAT from Evolution Skatepark Ramps for the repainting of and repairs to the Jubilee Field Skatepark.
6. Donation to Primary School – Finance Group item 11.3 (for approval). Proposed by Councillor Gosling, seconded by Councillor Kelly, councillors voted nem con to make a donation of £500 towards required improvements to the Early Years Play Garden.
Councillor Perry joined the meeting at this point.
7. SPC Draft Budget 2015-16 – Finance Group item 14 (for discussion). Proposed by Councillor Green, seconded by Councillor Perry, councillors voted to adopt version 3 of the draft budget, showing an increase of £1.54 per year or 3p per week per Band D property, as the basis of the proposed 2015-16 budget. They noted that before the adoption deadline of 20th January there could be some modification should the level of estimated MBC grants and payments vary from forecast.

8. KCC Budget Consultation – Recommendation in Finance Group Report (item 15). Councillors accepted Finance Group's recommendation to encourage individuals to respond but not to do so in the name of the Parish Council.
9. KCC Youth Club Lease – Recommendation of Finance Group to pay by direct debit (item 16). Proposed by Councillor Buller, seconded by Councillor Gosling, councillors voted nem con to approve payment of the lease-purchase amounts by direct debit.
10. SPC Bank Account – Recommendation that Cllr Silkin be added to list of signatories. Proposed by Councillor Buller, seconded by Councillor Perry, councillors voted nem con to add Chairman Silkin to the list of bank account signatories.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Neighbourhood Plan – Report on Feedback Event 12/11/14 and Meeting with MBC. Councillor Buller reported on a meeting held with MBC to discuss the draft Staplehurst Neighbourhood Plan. She said that MBC representatives had stated a need for a Strategic Environmental Assessment, driven by references to rail crossing and development north of the railway line. They had also suggested revisions to policy structures to separate their content and background, stressed the importance of defining and 'red-lining' on maps key areas of the village, asked that the village envelope be clearly identified and said that they would expect to see a proposed housing number in the plan. A written copy of MBC's comments was awaited. Councillor Perry said that the MBC view was that it was essential to recognise the importance of the existing centre of the village in the plan's discussion of retail hubs; he also said that MBC was firmly against development north of the railway line. Councillor Buller stated that the feedback event on 12th November had been very well attended and there was now much work to be done by the Steering Group which would be meeting again soon.
2. Maidstone Borough Council Update – Verbal Report (JP). Councillor Perry reported that the Local Plan was taking up much time. He said that Cabinet roadshows were proving useful and he was hoping that one would return to Staplehurst at the weekend.
3. Caretaker's Report – Councillor Burnham asked if the caretaker could attend to some areas where fallen leaves had accumulated and undertook to provide the Clerk with details of specific locations.
4. Drainage – Report on meeting with MP and Southern Water (JP/PK). Councillors Perry and Kelly reported that a useful meeting had taken place in which excess surface water and inadequate drainage channels had been highlighted as major contributors to the infrastructure and sewage issues in Marden Road and elsewhere. Councillor Silkin said he felt that it was important when considering the situation not to confuse fault and responsibility for resolution.
5. NALC Smaller Councils Committee – Invitation to nominate representatives. Councillors were asked to advise the Clerk if they were interested in seeking nomination.
6. Oliver Road Community Site – Update (RS/PK/SG). Councillor Silkin said that he was seeking a further meeting with Taylor Wimpey about the terms of a possible transfer of the green space to the Parish Council.
7. Planning & Travellers – Response to DCLG consultation (TB). Proposed by Councillor Burnham, seconded by Councillor Buller, councillors voted nem con to respond to the DCLG consultation on the basis of the draft paper prepared by Councillor Burnham with an additional comment covering examples of issues arising from intentional unauthorised occupation of sites.
8. Policing in Kent – Response to Kent Police & Crime Commissioner consultation (available at <http://www.kent-pcc.gov.uk/take-part.html>). Councillor Ashby read to the meeting a proposed response to the consultation, which emphasised the need to report fully details of all crimes including minor ones and to maintain and even increase the presence of

PCSO's and community wardens. Councillors agreed to submission of the response on this basis.

9. Standing Orders – Motion to delete order 3(l) due to change in legislation. Councillors noted the report of the Clerk on the provisions of the Openness of Local Government Bodies Regulations 2014 and their impact on the NALC model standing orders on which the Parish Council's standing orders were based. Proposed by Councillor Silkin, seconded by Councillor Burnham, Councillors voted nem con to delete from the Parish Council's standing orders paragraph no. 3(l) 'Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the council's consent'. Councillor Silkin proposed and councillors agreed that the procedural and strategic issues identified in the report be referred to Strategy and Policy Group for consideration.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting? Report of meeting 19/09/14 awaited. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx Councillor Spearink undertook to seek the report of the last meeting.
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting 27/01/15. Report of meeting 10/11/14 posted at http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, PS) 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
5. Strategy & Policy Group (JP, TB, PK, PB, SL, RS) Next meeting? http://www.staplehurstvillage.org.uk/policy_group.aspx
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting January 2015 (date t.b.c.). Report of meeting 04/11/14 posted at http://www.staplehurstvillage.org.uk/finance_group.aspx
7. Playscheme (TB, JB, NK) http://www.staplehurstvillage.org.uk/youth_activities_1.aspx
8. Publicity & Website Group (TB, PK, MA, JB, NK, SL, JR) Report of meeting 30/09/14 awaited. http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Buller said she had signed off the Village Update and subject to printing timetable it would be distributed during the week of 24th November.
9. Rural Settlement Group including Neighbourhood Plan (JP, JB, AS) Next meeting 10/12/14. Minutes of meeting 15/10/14 awaited. http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx
10. Surrenden Playing Field Group (TB, BM, JR, AS) Next meeting 18/11/14. <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Perry said he would pursue discussion about the lease with MBC. Councillor Burnham asked for an update about the Taylor Wimpey S106 agreement's allocation for play equipment (Clerk to pursue).
11. Village Enhancement Group (TB, PK, JB, PB, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx. Update on action relating to planters (Min 1367) – Councillor Kelly said that he was awaiting a response from the Staplehurst Society about the possible notices on the planters.
12. Youth Club (PK) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx Councillor Manning reported that the committee had four new members and ten new volunteers. Councillor Kelly recorded the Village Centre Committee's appreciation of the C&F Committee's contribution to the centre's new lights.
2. Churchyard Liaison (PB, PK) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_2.aspx
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting? Minutes of meeting 07/10/14 awaited. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 20/11/14. http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 03/12/14. 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, NK, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 20/11/14. Report of meeting 24/09/14 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 20/11/14. Minutes of meeting 21/08/14 to be posted at
http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting 08/12/14.
<http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 09/12/14. Report of meeting 02/09/14 awaited.
<http://www.staplehurstvillage.org.uk/others.aspx>
13. Speed Watch (JB) <http://www.staplehurstvillage.org.uk/speedwatch.aspx> Councillor Buller reported that speed awareness week had begun and an all-out day would take place on 19th November.
14. Staplehurst Community Hub (JB) Next meeting?
15. Staplehurst Patients' Participation Group (JB, RS) Report of meeting 22/01/14 awaited.
http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx
16. Staplehurst Primary School Liaison (AG, SL, BM, JR)
17. Staplehurst Surface Water Management Plan Group (NK) Next meeting? Report of meeting 02/10/14 awaited.
18. Staplehurst Village Centre Trust (PB) Next meeting 11/11/14. Reports of meetings 15/04/14, 13/05/14, 10/07/14, 12/08/14 and 14/10/14 posted at http://www.staplehurstvillage.org.uk/village_centre_trust.aspx
19. Village Sports & Social Club (PB) Next meeting? http://www.staplehurstvillage.org.uk/ot_hers.aspx

Chairman.....

PUBLIC FORUM: The meeting was preceded at 7.20pm by a presentation from representatives of South East Water about the metering programme to be run in Staplehurst in Spring 2015. Representatives discussed the drivers behind the programme and the financial implications for consumers. They distributed information which is obtainable from the Parish Office.

A resident commented on uncertainty felt about Sainsbury's plans for Staplehurst following the company's interim results announcement.

POLICE REPORT: PCSO Gardner's report showed seven crimes: three criminal damage, one theft, three burglaries.

SURGERIES: Councillor Burnham volunteered to join Borough Councillor Watson's surgery on 13th December. Councillor Green volunteered to attend the Parish Council surgery on 31st January.