

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Tuesday 22nd April 2014 at 7.30 p.m.

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

APOLOGIES: Councillors Green, Kemp, and Reardon whose reasons for apology were accepted.

URGENT ITEMS: - Councillors agreed to take one item of urgent business in relation to Bell Lane verges.

COUNCILLOR DECLARATIONS:

Lobbying – Councillors Buller and Manning declared they had been lobbied about the Neighbourhood Plan. Councillor Buller declared she had been lobbied about MBC's Draft Local 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 1339-1341 of 7th April 2014 were proposed for approval by Councillor Ashby, seconded by Councillor Lain-Rose, approved by councillors nem con, signed by the Chairman and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Summations of Accounts - to 31st March and to 11th April were noted and posted at http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx. Chairman Perry said he would be meeting the Internal Auditor for a review on 24th April.
2. Accounts for payment for approval - Proposed by Councillor Burnham, seconded by Councillor Manning, the lists of accounts for payment were approved nem con.
3. KALC – membership renewal (for decision). Proposed by Councillor Spearink, seconded by Councillor Silkin, the membership renewal at a cost of £1,140 was approved nem con.
4. Kent County Playing Fields Association – membership renewal (for decision). Renewal at a cost of £20 was approved nem con.
5. Parish Services Scheme Funding Agreement – the 2014-15 agreement received from Maidstone Borough Council was approved nem con for signature.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Urgent Item – Councillor Kelly said that the grass on the Bell Lane verges was too long and needed cutting. Councillors asked that this be raised with Kent Highways.
2. Neighbourhood Plan – Arrangements for Reg. 14 Consultation & MBC Draft Local Plan - Consultation events & approach to response: these two agenda items were discussed as one. Councillors voiced their initial impressions of the first version of the Regulation 14 draft Staplehurst Neighbourhood Plan prepared by Feria Urbanism. Comments covered dealing with housing numbers (how much to acknowledge MBC's 905 and how much to challenge), making a stand on affordable housing and a wish to go into more detail about constraints to development such as drainage and sewage issues. It was noted that the next consultation event was to be deferred for the time being until the timing of

the proposed six week consultation period was clearer. The Clerk read a message from Fera Urbanism about the implications of non-conformity with MBC housing numbers. *Chairman Perry closed the meeting to allow contributions from members of the public.* A range of comments was put forward: important to distinguish between the community's input into the Neighbourhood Plan and a Parish Council response to the MBC Draft Local Plan; question whether the Parish Council or any group has the expertise to determine housing numbers; be careful not to become fixated by numbers at the expense of shaping development; in places the Reg 14 draft is too high level and should be more specific, drawing some of the projects material into the policies sections and establishing clearer links between delivery of housing and infrastructure; the Reg 14 draft lacks reference to the gypsy and traveller community and contains little on local employment; Fera should be given clear direction. *Chairman Perry reopened the meeting.* Next steps were agreed as: conference call with Fera on 24th April; focus on response to MBC Draft Local Plan; attend to redraft of Reg 14 document; attend meeting of Rural Service Centre parishes with MBC on 28th April.

3. Caretaker's Report – no items to raise.
4. Consultation – Operation of National Planning Policy Framework (for noting and/or comment). Noted without comment by councillors.
5. Library Surgery – Report. Councillor Ashby reported there had been seven visits to discuss the Neighbourhood Plan and parking on Station Road in the vicinity of Gresham House. Councillors agreed to write to Gresham House and KCC; to facilitate this Councillor Ashby agreed to provide evidence to the Parish Office.
6. Memorial Project – Update. Councillors discussed ideas relating to the proposal for a WW1 memorial (Min 1327 & Min 1335). The consensus was for a smaller scale project, keeping site options open for the time being. Councillors agreed that a group comprising Councillors Spearink, Butcher, Perry and Kelly prepare a designer brief and return with a proposal to Full Council in one month.
7. Staplehurst Carnival & Fete – Invitation to book a stall (for decision). Councillors agreed to book a stall at the Carnival on 28th June at a cost of £15. Councillor Kelly said he could source two gazebos (details to be provided to the Parish Office to facilitate ordering of suitably sized banner).

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 20/06/14. Report of meeting 11/04/14 awaited. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx Councillor Manning advised that the introduction of more double decker buses was helping towards service improvements. Councillor Burnham said he would be attending the KCC Rail Summit on 30th April.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting 24/04/14. Reports of meetings 19/12/13 & 24/03/13 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
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 Publication of new model standing orders at http://www.staplehurstvillage.org.uk/policies_information.aspx (for noting). Noted by councillors.
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting? http://www.staplehurstvillage.org.uk/finance_group.aspx Chairman Perry said he would be initiating a review of the Parish Council's Financial Regulations.
7. Playscheme (TB, JB, NK) Next meeting? http://www.staplehurstvillage.org.uk/youth_activities_1.aspx Councillor Buller said a publicity leaflet was being prepared by Play Place.
8. Publicity & Website Group (JP, TB, PK, MA, JB, NK, SL, JR) Next meeting? Report of meeting 25/03/14 awaited. http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Buller said that she was editing

contributions to the Annual Report. She invited councillors to review their website entries.

9. Rural Settlement Group including Neighbourhood Plan (JP, MA, JB, AS) Next meeting 14/05/14. 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 reported that work on trees at Surrenden Field had been completed.
11. Village Enhancement Group (JP, TB, PK, JB, PB, SL, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx. Councillor Kelly reported positive comments on the displays in the planters around the village.
12. Youth Club (SL, PK) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx. Councillor Butcher advised that the funded youth worker would be preparing a written report on activities.

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx
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 03/06/14. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB) Next meeting? Minutes of meeting 27/03/14 awaited. http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 28/05/14. http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
6. Kent Community Alcohol Partnership (PB) Next meeting? Report of meeting 04/09/13 awaited.
7. Knoxbridge A229 Residents' Group (BM, NK, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 15/05/14. Minutes of meeting 20/03/14 posted at 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? Report of meeting 20/02/14 awaited. http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. River Beult Catchment Improvement Group (JP, NK) Next meeting 09/06/14. <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Spearink volunteered to support the Parish Council's involvement in the group's activity.
12. Sobell Cheshire Home (JP, PS) Next meeting 03/06/14. <http://www.staplehurstvillage.org.uk/others.aspx>
13. Speed Watch (JB) <http://www.staplehurstvillage.org.uk/speedwatch.aspx>
14. Staplehurst Community Hub (JB) Next meeting?
15. Staplehurst Patients' Participation Group (JB, RS, PS) Report of meeting 22/01/14 awaited. http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx
16. Staplehurst Primary School Liaison (SL, BM, JR)
17. Staplehurst Village Centre Trust (SL & PB) Next meeting? Report of meeting 15/04/14 awaited. http://www.staplehurstvillage.org.uk/village_centre_trust.aspx
18. Village Sports & Social Club (PB) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>

Chairman.....

PUBLIC FORUM: No other items were discussed.

POLICE REPORT: PCSO Gardner's report showed 9 crimes: 3 thefts, 1 burglary; 1 criminal damage; 2 burglaries other than dwelling; 1 theft from motor vehicle; 1 attempted burglary.