

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 7<sup>th</sup> December 2015 at 7.40 p.m.

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

**APOLOGIES:** Councillor Butcher whose apology was accepted.

**URGENT ITEMS:** - Councillors agreed to take one item of urgent business relating to the reading of a Christmas lesson at All Saints Church.

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

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

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** Pages 1482-1485 of 16<sup>th</sup> November 2015 were proposed for approval by Councillor Buller, seconded by Councillor Claridge and APPROVED by Councillors. Pages 1486-1487 of 30<sup>th</sup> November 2015: Councillor Manning requested the following addition to page 1486: at the end of the paragraph headed 'Land North of Headcorn Road TN12 ODT', add 'and for the developers involved to liaise and work together'. Subject to this addition, pages 1486-1487 of 30<sup>th</sup> November 2015 were proposed for approval by Councillor Lain-Rose, seconded by Councillor Ashby and APPROVED by Councillors. Minute pages were 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 Items – Councillor Sharp volunteered to read a lesson at the Nine Lessons and Carols Service at All Saints Church on Sunday 20<sup>th</sup> December.
2. Neighbourhood Plan - Reg. 16 Consultation Review and Preparation for Examination (Update from Steering Group). Councillor Buller and the Clerk reported that MBC had advised that the requested examiner would be available around the end of January to undertake the examination of the Regulation 16 Neighbourhood Plan and related consultation comments. Councillors AGREED that this would be an acceptable timescale but they would not wish to see delay beyond this time.
3. Borough Councillor Update (JP) – Councillor Perry reported that a full Maidstone Borough Council meeting would be held on 9<sup>th</sup> December. He said it was important that the Parish Council send a representative to MBC Planning Committee on 10<sup>th</sup> December to speak about its recommendation relating to planning application 15/506037 Woodford Farm. Councillor Buller volunteered to attend and speak at the meeting.
4. Caretaker's Report – The Clerk advised that the deputy caretaker had prepared the Christmas lights which had now been installed by contractors.
5. Consultations
  - a) Kent Fire & Rescue Service Safety and Wellbeing Plan 2016-18 – Invitation to comment in public consultation (closing date 16/01/16). Councillor Spearink agreed to prepare a response.
  - b) Maidstone Borough Council Green & Blue Infrastructure Strategy – MBC Invitation to comment on action plan (by 9<sup>th</sup> December). Councillors AGREED that comments be made to MBC about specific actions listed in the plan as follows:

support the provision of cycle and walking routes to improve local connections and lifestyles, which links to work on the Maidstone Destination Management Plan in which Staplehurst Parish Council representatives are engaged; support the requirement for developers to conserve and enhance public green space and to provide details of its management and maintenance; include Staplehurst in action to deliver allotments in areas of deficiency; support engagement of parish councils in initiatives to improve play and recreation areas.

- c) Maidstone Borough Council Housing Strategy 2016 – 2020 – MBC Invitation to comment (Closing Date 31/12/15). Councillors AGREED not to submit a response in the name of the Parish Council but to encourage individual responses.
  - d) Older People’s Services and KCC Proposals for Care Homes – Proposed SPC Response (PS – for approval – Min 1471 refers). Councillors AGREED the draft Parish Council response prepared by Councillor Spearink, subject to including a reference to the need for continuity of care. Councillors thanked Councillor Spearink for his work on the response.
  - e) Street Trading Licence Renewal – Application by Pizza D’Onore (Invitation from MBC to comment). Councillors AGREED to support the application.
6. Hawkenbury Bridge Traffic Flow – Proposal to request Kent Highways to investigate installation of additional signage and measures (PS). Councillor Spearink observed that there had been recent accidents at Hawkenbury Bridge and that traffic would increase with new housing developments. Proposed by Councillor Spearink, seconded by Councillor Sharp, councillors AGREED with one abstention to request Kent Highways to undertake a survey of traffic at Hawkenbury Bridge.

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

1. Local Transport (TB, BM, PS) Next meeting 12/02/16. Minutes of meeting 04/12/15 awaited. Minutes of meeting 30/10/15 posted at [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx)
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting 20/01/16. [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, NK, 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? [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx)
6. Finance Group (JP, TB, PK, PB, NK, SL, JR) Next meeting: 18/12/15. [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) Next meeting? The report of the meeting with Taylor Wimpey 27/11/15 was noted. Estimated completion of the development is May 2016.
9. Playscheme (TB, JB, NK) Next meeting? [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx)
10. Publicity & Website Group (TB, PK, MA, JB, CC, NK, SL, JR) Next meeting? [http://www.staplehurstvillage.org.uk/publicity\\_website.aspx](http://www.staplehurstvillage.org.uk/publicity_website.aspx)
11. Rural Settlement Group (JP, JB, NK, AS) Next meeting? Report of meeting 04/11/15 awaited. [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx)
12. Staff Group (JB, PK, SL, BM, JP) Next meeting?
13. Staplehurst Village Centre Development Group (TB, AG, SL) Next meeting? Report of meeting 12/11/15 awaited. [http://www.staplehurstvillage.org.uk/village\\_centre\\_redevelopment\\_group.aspx](http://www.staplehurstvillage.org.uk/village_centre_redevelopment_group.aspx)
14. Surrenden Playing Field Group (TB, PK, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>
15. 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)
16. Youth Club (PK) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](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](http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx)  
Councillor Burnham thanked the committee for the jazz concert held on 5<sup>th</sup> December.

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 08/03/16. [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? [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? Report of meeting 23/11/15 awaited. [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, NK, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting? Reports of meetings 23/09/15 and 22/10/15 awaited. [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx)
9. Neighbourhood Watch (JB, NK) [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
10. Police/Parish Liaison (PB, NK, AS) Next meeting 18/02/16. Report of meetings 24/09/15 awaited. [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx) Councillor Kemp advised that the meeting scheduled for 19/11/15 had not taken place and to date there had been no explanation.
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting 18/02/16. Report of meeting 10/11/15 posted at <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting? Report of meeting 01/09/15 awaited. <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 Library Users Group (JB, BM) Next meeting?
16. Staplehurst Patients' Participation Group (JB, AS, RS). Next meeting? Report of meeting 14/10/15 awaited. [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 (NK, PS) Next meeting? Report of meeting 27/07/15 awaited.
19. Staplehurst Village Centre Trust (MA, PB) Next meeting? [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/others.aspx>

### **SPECIAL MOTION & REPORT ON STAFF ISSUES:-**

1. To move that the public be excluded from the following item due to its confidential nature. Chairman Silkin explained that Council had to discuss an item of business relating to a staff matter and moved that the public be excluded due to its confidential nature. Councillors voted nem con to approve the motion whereupon members of the public and the Clerk left the meeting.
2. To consider the report and recommendation of the Staff Group. Councillors considered the report of the Staff Group and voted nem con to agree the recommended payment in settlement of the Clerk's accumulated overtime. The Council wished to express its gratitude to the Clerk for the hard work and professionalism he has provided.

Chairman.....

**PUBLIC FORUM:** After the meeting a resident spoke about the importance of opposing the proposed closure of the Dorothy Lucy Care Home.