

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 18<sup>th</sup> June 2018 at 7.30 p.m.

**PRESENT:** Councillors Ashby, Buller, Forward, Kelly, Lain-Rose, Manning, Reardon, Riordan, Sharp, Silkin, Symes and Burnham who was in the Chair.  
Parish Clerk: Mr M J Westwood

**APOLOGIES:** Councillors Perry and Smith.

**COUNCILLOR DECLARATIONS** regarding items on the Agenda:-  
Changes to the Register of Interests – none declared.

Interests in Items on the Agenda – Councillors Lain-Rose and Riordan declared an interest in items relating to Jubilee Field as they held positions on the Management Committee.

Requests for Dispensation – Councillor Riordan was granted a dispensation to speak and vote on the items of declared interest in accordance with section 33(2)(c) of the Localism Act 2011. Councillor Lain-Rose exercised the dispensation granted in accordance with section 33(2)(c) of the Localism Act 2011 on 04/12/17 (Min 1665).

**APPROVAL OF FULL COUNCIL MINUTES** Councillor Manning requested the deletion of 'Carnival &' from line 3, item 3.1, page 1702. Subject to this amendment, minute pages 1700-1702 of 4<sup>th</sup> June 2018 were APPROVED by Councillors, signed by Chairman Burnham and made available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>.

### **FINANCE REPORTS**

1. Accounts for payment – for approval. Councillor Lain-Rose objected to the proposed reimbursement payment for 'Trail Cameras Wimpey Field £107.47'; he said his opinion was that the former Councillor responsible for making the original purchase had not followed the Council's financial regulations or the Wimpey Field Group's terms of reference. After discussion of their unease with the circumstances, proposed by Chairman Burnham, seconded by Councillor Riordan, Councillors RESOLVED by majority to make the payment. Proposed by Councillor Silkin, seconded by Councillor Sharp, the list of accounts for payment was APPROVED by majority. Councillor Lain-Rose asked for his objection to be recorded. Payments for the period 15<sup>th</sup> May to 12<sup>th</sup> June totalled £14,942.61; receipts for the period were £6,942.85.
2. Summation of Accounts – as at 12<sup>th</sup> June 2018 (for noting). NOTED by Councillors and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/financial-info/>.
3. Jubilee Field Management Committee – Request to fund purchase of mower. Councillors considered a request from the Jubilee Field Management Committee to grant an interest-free loan for the purchase of a mower. They also considered the Clerk's comments on the implications of agreeing to the request and on other possible courses of action. Councillor Riordan explained that the need to replace the old mower was pressing; the Management Committee had proposed a loan rather than a grant because it had recently benefited from the Parish Council's funding of other maintenance expenditure. Having noted that the loan transaction as proposed would incur non-reclaimable VAT, Councillor Riordan said that he now favoured the Parish Council's direct purchase, control and ownership of the mower. Councillor Kelly advocated engaging a contractor to undertake the cutting, pending a thorough review of the Jubilee Field's situation. After some discussion, proposed by Councillor Silkin, seconded by Councillor Buller, it was RESOLVED by majority that the Parish Council should allocate up to £6,000 for the

purchase of a mower (details to be provided), with the ownership to rest with the Parish Council and to be recorded on its asset register.

### **CORRESPONDENCE & PARISH ISSUES for decision or noting:**

1. Local Care Hubs – Invitation from NHS West Kent Clinical Commissioning Group to attend a public event to discuss work on services that could be based in a local care hub: <http://www.westkentccg.nhs.uk/news/news-articles/?blogpost=10700>. Councillor Silkin said he would attend the meeting to be held in Maidstone on 22<sup>nd</sup> June.
2. Local Plan Stakeholder Survey – Invitation from Maidstone Borough Council to respond to questions about the formulation of the Local Plan (for response by 05/08/18). Councillors asked for the survey to be reviewed by the Parish Council's Planning Committee, Neighbourhood Plan Review Group and Parish Office for reconsideration at Full Council on 16<sup>th</sup> July.
3. Maidstone Borough Council Planning Issues – Report of meeting with MBC and other parishes 04/06/18. Councillor Burnham's report was NOTED and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>. It was AGREED that a follow-up meeting with neighbouring parishes should be arranged.
4. Marden Neighbourhood Plan – Invitation to comment on Regulation 14 consultation version (deadline 21/07/18). Councillors asked for the plan to be reviewed by the Parish Council's Planning Committee and Neighbourhood Plan Review Group for reconsideration at Full Council on 16<sup>th</sup> July
5. Rural Transport Services – Notification from KCC of the 'Big Conversation' consultation (closes 07/08/18), including information about public meetings and parish meetings; two delegates to attend parish meeting (for decision). Councillors considered that the consultation was more relevant to areas without commercial bus services and made no comment. There were no requests to attend the parish meeting.
6. Staplehurst Fete 30/06/18 – Update on arrangements for Parish Council stall. The Clerk had circulated the latest rota for the Parish Council stall and asked for more volunteers. Councillors Burnham and Silkin volunteered to cover some sessions.
7. Wimpey Field Access – Update on review of access arrangements. Councillor Silkin reported that he had examined documentation relating to the transfer of Wimpey Field land to the Parish Council and that the results of Land Registry searches were awaited. Councillor Lain-Rose said that the Community Enhancement Group's recommendations would be submitted to the next Full Council meeting.

### **PARISH COUNCIL REPORTS** (from Committee/Groups/Office on specific issues or as regular update)

1. Clerk's Report – The Clerk reported: thanks for the Parish Council's donation to Five Acre Wood School had been received from the school and from a Community Payback service user; the next meeting with Redrow Homes was scheduled for 27<sup>th</sup> June at 2.00pm; a meeting was being arranged with Southern Water; the Parish Council's Data Protection Officer would visit for an initial audit on 12<sup>th</sup> July – Councillor Silkin to attend; the Parish Office was making arrangements for the Bio-Blitz on 15<sup>th</sup> August and the next Village Clean-Up on 29<sup>th</sup> September; the Parish Office had submitted a road-closure application for the Remembrance Day parade; the Parish Office had received a number of enquiries about The Parade, Wimpey Field, the new website and Staplehurst Sunday market; the caretaker had spotted a dangerously hanging branch at Surrenden Court/Nicholson Walk/High Street, which the Clerk and a resident had removed. Councillors asked that their appreciation be conveyed to the caretaker for all his hard work.
2. Written Reports on Committee, Group and Project activities - for decision or noting
  - 2.1. Jubilee Field Management Committee – Draft minutes of meeting 16/05/18. NOTED by Councillors and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/jubilee-field-management/>. Councillor Riordan commented that the

Committee’s AGM would now take place on 19<sup>th</sup> July (not 18<sup>th</sup> July as proposed in the draft minutes).

3. Oral Reports from Committee/Groups/Councillors – for information only

3.1. Churchyard Liaison - Councillor Ashby reported that she and Councillor Burnham had attended a liaison committee meeting on 16<sup>th</sup> June. The committee had discussed a memorial bench request, a new area for burial of ashes, tree works, safety work on headstones, Commonwealth war grave signs. The committee felt the churchyard was being well maintained whilst retaining a natural feel. Councillor Kelly suggested the Parish Council’s funding contribution could be acknowledged with a suitably discrete sign; Councillor Burnham will raise this at the next committee meeting. A written report was handed to the Clerk for publication at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>.

3.2. Distribution of Annual Reports & Fete Programmes – Councillor Buller thanked all councillors, Community Events Group members and residents involved in the distribution of the Parish Council annual report, Fete programme and other literature, whose efforts had helped limit postal costs to a minimal sum. She asked that thanks be sent to the Community Events Group.

**REPORTS FROM OTHER COUNCILS, AGENCIES AND ORGANISATIONS** for noting:-

None received.

**REPORTS FROM LOCAL COMMUNITY GROUPS** (written reports for noting):-

1. Headcorn Aerodrome Consultative Committee – Minutes of AGM and Committee Meeting 20/03/18. NOTED by Councillors and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>.

**URGENT MATTERS** (at Chairman’s discretion, information only items for noting or for decision at a future meeting)

No items.

Chairman.....

**PUBLIC FORUM:** Before the meeting a resident spoke about his interest in resolving access to Wimpey Field.

Meeting closed 9.10pm.