

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 2<sup>nd</sup> December 2013 at 7.50 p.m.

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

**APOLOGIES:** Councillors Gosling & Green whose reasons for apology were accepted.

**URGENT ITEMS:** - No items were requested.

**COUNCILLOR DECLARATIONS:**

Lobbying – Councillors Ashby, Buller, Burnham, Perry and Spearink declared they had been lobbied about the local bus service. Councillors Buller and Burnham declared they had been lobbied about the Neighbourhood Plan.

Changes to the Register of Interests – none declared.

Interests in items on the agenda – Chairman Perry declared an interest in the River Beult Catchment Area.

Requests for dispensation – none requested.

**APPROVAL OF FULL COUNCIL MINUTES** Pages 1312-1314 of 18<sup>th</sup> November 2013 were proposed for approval by Councillor Spearink, seconded by Councillor Butcher, approved by councillors nem con, signed by Chairman Perry 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. Neighbourhood Plan – The Clerk advised that a meeting of the project team would be held on 4<sup>th</sup> December to discuss terms of reference, project plan, funding and a quotation for consultancy services to assist in future work.
2. Caretaker's Report – The Clerk advised that he was seeking a quotation for repair of a pipe and tap in the Surrenden Pavilion.
3. Churchyard Agreement – Councillors agreed to ask the Rector to send the agreed heads of terms to lawyers for drafting into an agreement. They concurred that they would consider the previous agreement as valid until the end of January. They also agreed that payments for routine work could be made but funds for additional tree works be held back and requests considered as they occur.
4. KCC Budget Consultation – Councillors noted the consultation request and agreed they would submit responses as individuals.
5. KCC Highways Survey 2013 – Councillors reviewed the draft responses circulated prior to the meeting and subject to minor amendment agreed that the Parish response be sent to Kent Highways. They also confirmed they wished to meet Kent Highways on site to discuss traffic issues in the centre of the village.
6. Licensing Application – Councillors considered a consultation request from MBC in respect of a new application from Pizza Cucina to trade in Staplehurst. Noting the agreement of the Village Centre Management Committee to use of the Village Centre grounds for two evenings a week, Councillors expressed their support for the application.
7. Police & Crime Plan – Consultation by the Kent Police & Crime Commissioner (for comment). Councillors agreed that they wished to highlight the great value they placed on the work of the local PCSO.

8. River Bault Catchment Improvement Group – Invitation from Medway Valley Countryside Partnership to join the Group. Councillors agreed to accept the invitation and that Chairman Perry and Councillor Kemp should represent the Parish Council.
9. Surrenden Playing Field – Councillor Reardon said he would circulate to members of the Surrenden Playing Field Group details of quotations received for work on the play area surface and on the hedge on the Crowther Close side of the field. The Clerk agreed to look into arranging work on the remaining hedge line and to contact MBC to follow up discussions held by Councillors Burnham and Kelly in respect of the lease.

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

1. Local Transport (TB, BM, PS) Next meeting 06/12/13. [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx) Councillor Spearink advised that a dedicated service had been agreed for Cornwallis pupils but it would only accept pupils with a certain bus pass. Chairman Perry reported that he had written to VOSA, KCC and Helen Grant MP.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting? [http://www.staplehurstvillage.org.uk/kcc\\_emergency\\_planning\\_group.aspx](http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx) Councillor Silkin said that he would be arranging a meeting and updating the SEHT page on the village website. Councillor Kemp agreed to join the team.
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, JP, PS) [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx) Councillor Butcher spoke of a solar farm in Cornwall where construction was not benefiting the local area in terms of employment or use of materials and suggested that the Council should bear this in mind for any similar development in the parish. Councillors noted that a screening opinion was being sought in respect of the Hen & Duckhurst site (MA/13/2010); they considered that due to the scale of the proposed development such an opinion would be appropriate and resolved to contact ward councillors. Members of Council asked the Clerk to seek a meeting with representatives of Sainsbury's to obtain information on progress with the proposed supermarket.
4. Allotments Project Group (JP, 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, SL, SG, RS) Next meeting? [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx) Chairman Perry said that he would arrange a meeting to consider amended standing orders following publication of a revised model by NALC and work by the RFO.
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting? Report of meeting 22/11/13 posted at [http://www.staplehurstvillage.org.uk/finance\\_group.aspx](http://www.staplehurstvillage.org.uk/finance_group.aspx) Proposed by Councillor Buller, seconded by Councillor Kemp councillors agreed to accept a quotation from British Gas for a one year contract to supply electricity to Bell Lane toilets. Councillors noted that the Airtime agreement had not been renewed and requested investigation into the status of monitoring undertaken by Medway Control Centre.
7. Playscheme (TB, JB, NK) [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx)
8. Publicity & Website Group (JP, TB, PK, MA, JB, NK, SL, JR) Next meeting? [http://www.staplehurstvillage.org.uk/publicity\\_website.aspx](http://www.staplehurstvillage.org.uk/publicity_website.aspx) Councillors agreed that the Village Update should be published three times in 2014 (suggested March, September, December) and the Annual Report published in May, exact timings to be confirmed after discussion with interested parties.
9. Rural Settlement Group including Neighbourhood Plan (JP, MA, JB, AS) Next meeting 11/12/13. Report of meeting 13/11/13 posted at [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx). Councillors agreed to have hard copies of the Neighbourhood Plan slides available for consultation at the Christmas Social.
10. Surrenden Playing Field Group (TB, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>
11. Village Enhancement Group (JP, TB, PK, JB, PB, SL, JR, AS) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups.aspx](http://www.staplehurstvillage.org.uk/sub_groups.aspx). Councillors agreed that Group members should

review potential sites for additional salt bins and make recommendations to Full Council about any new locations they felt appropriate. Councillor Kelly advised that the cost of maintaining the planters would increase in 2014. Councillors noted that the new Christmas lights were in place in the village.

**REPORTS FOR NOTING** from local community groups:-

1. Carnival & Fete (SL, BM) [http://www.staplehurstvillage.org.uk/staplehurst\\_carnival\\_fete\\_committee.aspx](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](http://www.staplehurstvillage.org.uk/sub_groups_2.aspx)
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 04/03/14.  
[http://www.staplehurstvillage.org.uk/headcorn\\_aerodrome.aspx](http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx)
4. Jubilee Field Management & Users Group (JP, PB) Next meeting 05/12/13.  
[http://www.staplehurstvillage.org.uk/jubilee\\_fields\\_users\\_group.aspx](http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx)
5. KALC Area Committee (JP, PB, PK, RS, PS) Minutes of meeting 18/11/13 and report of AGM 23/11/13 awaited. Minutes of meeting 25/09/13 to be posted at [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? Report of meeting 04/09/13 awaited.
7. Knoxbridge A229 Residents' Group (BM, NK, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 16/01/14. Minutes of meeting 21/11/13 posted at [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx)
9. Neighbourhood Watch (JB) [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
10. Police/Parish Liaison (PB, PS) Minutes of meeting 21/11/13 awaited. Minutes of previous meetings posted at [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
11. Sobell Cheshire Home (JP, PS) Next meeting 03/12/13. <http://www.staplehurstvillage.org.uk/others.aspx>
12. Speed Watch (JB) <http://www.staplehurstvillage.org.uk/speedwatch.aspx>
13. Staplehurst Community Hub (JB) Next meeting?
14. Staplehurst Patients' Participation Group (JB, RS, PS) Next meeting? Report of meeting 30/10/13 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)
15. Staplehurst Primary School Liaison (SL, BM, JR)
16. Staplehurst Village Centre Trust (SL & PB) Next meeting? Minutes of meeting 12/11/13 awaited.  
[http://www.staplehurstvillage.org.uk/village\\_centre\\_trust.aspx](http://www.staplehurstvillage.org.uk/village_centre_trust.aspx)
17. Village Sports & Social Club (PB) Next meeting? [http://www.staplehurstvillage.org.uk/ot\\_hers.aspx](http://www.staplehurstvillage.org.uk/ot_hers.aspx)
18. Youth Club (SL, PK) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx)

Chairman.....

**PUBLIC FORUM:** After the meeting a resident stated that a footpath from Frittenden Road was blocked (to be reported to KCC Public Rights of Way) and advocated a 20 mph limit in the urban area of the village.