

# STAPLEHURST PARISH COUNCIL

## MINUTES 9<sup>TH</sup> OCTOBER 2023

### **Public Forum**

A resident raised concerns about the planning application 23/504151 (Electric Vehicle Charging station at the Nursery) and the removal the condition on opening hours from 6am – 10pm and allow 24 hours per day opening hours.

It was suggested they put comments on the MBC planning portal. It was noted that the Parish Council Planning Committee voted to recommend objection to the extension of hours at the meeting on the 25<sup>th</sup> September 2023.

Two residents raised concerns about the white lines fading at the crossing roads – which is contributing to delays – Clerk asked to write to KCC Highways.

A resident raised several points about item 6.2. From day one, before the planning applications came forward, it was agreed that the link road was fundamental to the housing, whether that was in meetings with MBC / KCC Highways potential developers etc. All understood that the link road was integral to the housing.

### **Borough Councillor's Report (Standing Item):**

#### **Cllr Perry – raised a number of points**

- A successful surgery with 7 members of the public attending raised a variety of issues; overhanging hedges, pot holes, 3G multi-sport pitch, car parking and lines.
- MBC have approved the Freedom of the Borough to the Royal British Legion and Alesio Russo, who learnt all her football skills within the Borough.
- MBC Local Plan Review 2023 - modifications consultation is under way – closing 13<sup>th</sup> November 2023 – no major modifications for Staplehurst.

#### **Cllr Riordan**

- Completed Planning training and doing some extra training as well – well worth it.
- Liaising with residents on Road Safety issues, Policing matters and attending PAC meeting tomorrow on issues such as replacement of wheelie Bins, Air Quality Action Plan and affordable Homes.
- Cllr Farragher raised the point about Tovil Tip – no consultation yet? Cllr Riordan agreed and the impact would be increased fly tipping in the area, which MBC would have to deal with.
- Cllr Castro asked if the tip was closed by KCC could MBC taken over the operation of Tovil Tip. Cllr Perry felt that it was outside of MBC powers.
- Cllr Farragher then raised the point that Bulky Waste collections were taking up to 6 weeks – this is a paid for service and should be better – general agreement.

### **County Councillor's Report (Standing item):**

Cllr Parfit-Reid has forwarded the requested highway modifications.

Signed by Chairman.....Date.....

**Present:** Cllrs Riordan, Ash, Pett, Perry, Farragher, Ahmed, Eerdekenes, Martin, McLaughlin, Castro, Hotson, Mclean and Sharp

**1. APOLOGIES:** Cllr Arger and Alesi

**2. COUNCILLOR DECLARATIONS regarding items on the Agenda:**

2.1. Declarations of Lobbying – NA

2.2. Changes to the Register of Interests - NA

2.3. Interests in Items on the Agenda – Cllrs Eerdekenes, Perry and Riordan Declared an Interest on item 6.2.

2.4 Requests for Dispensation - – Cllrs Eerdekenes, Perry and Riordan requested to speak but not vote on item 6.2. Cllr Sharp proposed and Cllr McLaughlin seconded to allow Cllrs Eerdekenes, Perry and Riordan to speak but not vote on item 6.2 – agreed unanimously

**3. APPROVAL OF FULL COUNCIL MINUTES:**

Pages 2139 – 2144 of 18<sup>th</sup> September 2023 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](http://Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge (staplehurst-pc.uk)) Cllr Eerdekenes proposed and Cllr McClean seconded to approve the minutes agreed by majority 11 for 0 against 2 abstained. Duly signed by Councillor Riordan.

**4. FINANCE REPORTS & PROPOSALS**

**4.1 Payment list**

<b><u>Approved Payments 13th September - 4th October 2023</u></b>	<b>Amount</b>
HMRC - Tax & NI August	1,798.05
AJ Gallagher - Annual Insurance Premium	3,150.52
CSG Global Ltd - Stationery	71.98
KALC - Finance for Councillors Course	48.00
KALC - Clerks Conference	84.00
Kieron Lehane - Youth Club Footpath Repair	110.00
Paul Graves t/as Lockrite (Community Warden Reserve)	90.00
Amazon UK - Stationery	6.99
Amazon UK - Stationery	3.70
Amazon UK - J Cloths	14.88
Rubicon Industries Ltd - Skatepark Event	960.00
Playscheme - Operational Deficit	735.77
Payroll & Pension Costs September	6,919.81
Staplehurst WI - Donation re Village Clean Up Refreshments	50.00
Paxman Printing - Village Update Autumn	909.60
Kent County Council - Festive Lighting Attachment Licence	37.00
Kent County Council - Festive Lighting Load Testing	1,512.00
Bendart Limited - 3G Questionnaire Envelopes	470.40
P&F Cleaning Services Ltd - Bell Lane Toilets Clean/Open/Sun Sept	995.00
Hugofox Ltd - Silver Subscription October	23.99
Choice Support - Planter Maintenance September	410.80
Kent County Council - MVCP Bioblitz August	420.00
Miss C Lucas - Youth Club Cleaning September	80.00

Signed by Chairman.....Date.....

J Birkby Plumbing - Youth Club Toilet Re-fit	90.00
Bradley Hawkins - Mowing/Striiming Wimpey Field September	250.00
Adobe Systems - Monthly Subscription Sept-Oct	19.97
Smartwater Testing Ltd - Youth Club Legionella Test	52.50
Business Stream - Water Surrenden Pavilion Jan-Aug	41.01
Business Stream - Water Wimpey Field Jan-Aug	70.84
Opus Energy - Electricity Bell Lane Toilets Final	68.28
Opus Energy - Electricity Parish Office Final	145.05
Telecoms World/Cloud Numbers - Virtual Phone No. Winter Warm	11.99
Npower - Street Light Energy August	67.22
British Gas Lite - Parish Office Electricity Aug-Sept	114.04
Countrystyle Recycling - Waste Collection August	87.30
KCC - Youth Club Lease Purchase Oct-Dec	212.50
Maidstone Borough Council - Council Tax Room 1 October	62.00
Maidstone Borough Council - Council Tax Room 2-3 October	72.00
Maidstone Borough Council - Youth Club October	121.00
British Gas Lite - Bell Lane Toilet Electricity Aug-Sept	24.14
Lloyds Bank - Charges September	7.85
Arron Services Ltd - Hosted Exchange October	242.36
<b>TOTAL CURRENT ACCOUNT EXPENDITURE</b>	<b>20,662.54</b>

**TOTAL PETTY CASH EXPENDITURE**

14.95

Cllr Eerdekins proposed and Cllr Hotson seconded to approve the payment list above agreed unanimously.

Cllr Hotson then noted that the number of residents engaging in the Community Litter pick has decreased alarmingly. May need to review.

**4.2 Summation and Balance sheet - Noted**

Cllr Eerdekins asked to clarify overspends on Surrenden Field maintenance plus Grants and Donations –

Surrenden Field costs include the Outdoor Gym – Cllr Eerdekins felt this was a capital cost / asset and should not be shown in “maintenance

Grants and Donations includes CIL payments – Cllr Eerdekins felt this should be reflected in the reserves rather than the revenue “Grants and Donations

Cllr Eerdekins to liaise with Deputy Clerk / RFO to clarify.

**4.3 Youth Club Electricity bill**

Cllr McClean proposed and Cllr Castro seconded to approve the resolution below; agreed by unanimously

**Resolution;** Accept the recommendation of the Employment, Finance and Strategy group that due to a tariff not being included in the quote the electricity bill for the Youth Club will increase by £11 per month,

Signed by Chairman.....Date.....

#### **4.4 Retrospective appointment of Team Rubicon – Skate Jam event 2023**

Following a debate Cllr Hotson proposed and Cllr Mclaughlin seconded to approve the resolution below; agreed unanimously.

**Resolution:** to retrospectively appoint Team Rubicon to deliver the Skate Jam 2023, £800 plus VAT

#### **4.5 SCEnic Report**

Following a debate it was agreed to vote on each item below.

**Resolution:** To consider the recommendations of Scenic to;

- i. Approve use of Brantho – Karrux “3 in 1” blue paint – £193 plus VAT to paint 4 benches and 2 gates in Surrenden Field playground

Cllr Riordan proposed and Cllr Martin seconded to approve the resolution above; agreed unanimously

- ii. To purchase wood to repair a planter at the Parade - £152.99 plus VAT

Cllr McClean proposed and Cllr Mclaughlin seconded to approve the resolution above; agreed unanimously

- iii. To put up the Christmas Lights on the donated Christmas tree on Saturday 2<sup>nd</sup> December 2023

Cllr Sharp proposed and Cllr McClean seconded to approve the resolution above; agreed unanimously

### **5 CLERKS REPORT ON OUTSTANDING MATTERS**

The Clerk noted that the Sainsbury Shuttle bus was still in the depot – we wait for approval from MBC / KCC prior to Sainsbury’s launching the new routes / service and Parish supporting the promotion.

The licences for fitness instructors to use Surrenden Field – it was agreed to remove from outstanding matters.

### **6 PROPOSALS FOR DISCUSSION and DECISION**

#### **6.1 Rename 3G all-sport pitch working group – 3G multi-sport pitch working group**

Following a debate Cllr Farragher proposed and Cllr Eerdeken seconded to approve the resolution below; agreed unanimously

**Resolution:** To rename 3G all-sport pitch working group – 3G multi-sport pitch working group

#### **6.2 Council response to MBC Planning Department – link road between BDW Homes site and the potential Lodge Road Site.**

Following a debate Cllr Sharp proposed and Cllr Mclaughlin seconded an amendment to the letter to “BDW Homes as the applicant is precluding a possible link due to the “50cm strip”. Therefore BDW Homes has failed to deliver...” – this was agreed majority 10 for, 0 against and 3 abstained

Signed by Chairman.....Date.....

Cllr Farragher proposed and Cllr Sharp seconded to approve the resolution below; agreed by majority 10 for 0 against 3 abstained

**Resolution** – To approve the Council response, with the amendment, to MBC Planning Department regarding the link road between BDW Homes site and the potential Lodge Road site.

Clerk was asked to undertake land registry search - agreed

### 6.3 Group Meetings report

Following a debate Cllr Farragher proposed and Cllr Riordan seconded to approve the resolution below; agreed unanimously

#### Resolution; To

i. confirm working group meeting dates as shown below

Group name	Day	Time	Venue	Comment
Council / Planning Committee	Mondays	7:30pm	South Hall	Every three weeks
Employment, Finance and Strategy	4 <sup>th</sup> Thursday of each month	7:30pm	Parish office	2:00pm while setting budget up to January 2024
S scenic	Thursday 2 November, 30 <sup>th</sup> Nov, Jan 11 <sup>th</sup> – 7:30pm West Hall, then firm up regular meeting for the rest of 2024.			
Communications Group	3 <sup>rd</sup> Wednesday of each month	7:30pm	Youth Club	
NDP Review Group	2 <sup>nd</sup> Wednesday of each month	7:30pm	Youth Club	
Road Safety Group	1 <sup>st</sup> Monday of each Month	10:00am	Parish office	
3g Multi Sports Group	3 <sup>rd</sup> Tuesday of each Month	7:30pm	Parish office	
Greener Group	TBC			
Note SCEG met every 3 <sup>rd</sup> Thursday of each month in the youth club.				

Following a debate Cllr Eerdeken's proposed and Cllr Riordan seconded to approve the resolution below; agreed unanimously

**Resolution;** To confirm Communications Group membership as Cllr Alesi, Arger, Castro, Riordan, Sharp and Martin

Signed by Chairman.....Date.....

#### **6.4 Warm Welcome Spaces 2023 – 5 minutes**

Following a debate where Cllr Sharp confirmed that the programme would start after half term and the partnership were getting their own bank account, Cllr Riordan proposed and Cllr Perry seconded an amendment “up to £500” – agreed unanimously

Cllr Martin proposed and Cllr Mclean seconded to above the resolution below to approve the resolution below; agreed unanimously

**Resolution:** To continue to support the Warm Welcome Spaces in 2023 by covering cost of promotion and printing costs up to £500

#### **6.5 Council Consultations**

Following a debate Cllr Riordan proposed and Cllr Perry seconded to approve the resolution below; agreed by majority 10 for 3 against 0 abstained

**Resolution:** To offer 3 x £100 prizes for the Housing Needs survey to help increase response rates and then review the response rate for future consultation or surveys

### **7 CORRESPONDENCE & PARISH ISSUES for decision or noting: N/A**

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

#### **8.1 Chairman’s Report**

- The good work of the Community Payback Team
- The Community Litter Pick was excellent, but less people attended but all reported less litter. This reflects well on several member of the public who litter pick on a regular basis plus the Parish Caretaker. Noted Cllr Hotson’s earlier comment and asked SCenic to review
- Attended the meeting held on the High Weald Academy – which closed several years ago Some parents having to pay £68 per month transport per child – Cranbrook and Sissinghurst Parish Council working hard on the project – Cllr Riordan, Martin and Sharp representing Staplehurst and will report back to Council
- Cllr Hotson raised the point about getting the MP involved to lobby
- Chair of Greener Group unwell, Cllr Riordan arranged one off meeting Monday 23<sup>rd</sup> October 2023, 7:30pm Youth Club

#### **8.2 Committee and working group minutes for noting**

8.2.1 Planning Committee minutes of 25<sup>th</sup> September 2023.

8.2.2 Road Safety Group meeting minutes 4<sup>th</sup> September 2023

8.2.3 JFMC meeting to be arranged

8.2.4 SCenic meeting minutes 29<sup>th</sup> September 2023

Cllr Pett raised the point of Church Green? Cllr Sharp explained this is piece of land opposite the Church. Cllr Pett felt Golding Homes should maintain the site properly rather than the Parish Council becoming involved.

8.2.5 Communications Group meeting arranged Wednesday 18<sup>th</sup> October 2023

8.2.6 3G multi-sports pitch working group – next meeting 17<sup>th</sup> October 2023

8.2.7 Employment, Finance and Strategy Group minutes 21<sup>st</sup> September 2023

Cllr Pett asked to clarify the “Church cemeteries funding”. Employment, Finance and Strategy Group felt the Councils should continue to support but should review in future. Cllr Pett asked if the Greener Group could do some of the work, could investigate this in future.

Signed by Chairman.....Date.....

8.2.8 NDP Review Group meeting to be confirmed

8.2.9 Greener Staplehurst Group meeting arranged 23<sup>rd</sup> October 2023

**9 REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting) -  
No items**

**10 URGENT MATTERS**

**11 SPECIAL MOTION & REPORT – NA**

**12 Confidential - NA**

**12.1 Volunteer Awards** – nominations were discussed.

**12.2 Legal update** – variety of legal issues were discussed

Meeting closed .....

Signed by Chairman.....Date.....