

Meeting Notes

Community Enhancement Group

Notes of the Meeting held on 20 August 2018 from 19: 30 to 21: 00

Present: **Parish Councillors Tom Burnham, Sue Forward, Paul Kelly, Sam Lain-Rose (Chair), Barrett Manning, Paddy Riordan and Gill Smith.**

Non-Councillor Louise Brice.

1. Apologies for Absence

It was noted that apologies for absence had been received from Parish Councillors Joan Buller, John Reardon, Adele Sharp and Elaine Symes.

2. Councillor Declarations

Parish Councillor Paul Kelly declared an interest in the agenda item relating to Staplehurst Youth Group, as the Chairman and Trustee.

3. Agreement of the Previous Group Meeting Notes

Meeting notes of 23 July 2018 were AGREED by Members.

4. Review of the Group Meeting Notes – 09 July 2018

Members reviewed the Group Meeting Notes of the 09 July 2018. This review was instigated by a resident's comments at the previous Parish Council meeting on these meeting notes and various emails that had been sent to the Chairman of the Parish Council.

Parish Councillor Burnham, explained that he had a conversation with the resident, which he felt he was not objecting to the outcome relating to the bench. However, the resident feels that the notes are misleading/untruthful; Parish Councillor Burnham reiterated that he does not accept the meeting notes are untruthful.

Members discussed this at length and it was felt that by majority the Meeting Notes prepared and published from the Group's meeting on 09 July 2018 were an accurate representation of the discussion at the meeting and it was not appropriate to make alterations to these, as to do so would not reflect the discussion at the meeting.

However, Members did confirm and wanted it noted that former Parish Councillor Peter Spearink was the Lead Councillor for the Wimpey Field since the establishment of the

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Oliver Road Open Spaces Group, which later became known as the Wimpey Field. Members in attendance also acknowledged the work carried out by the former Parish Councillor.

Louise Brice arrived at this point.

Parish Councillor Burnham raised an issue he felt was connected, which had been raised as a concern by a resident. This issue was a resident had made a request for the bench and the Group did not recommend a course of action to the Council. This was discussed by Members.

Parish Councillor Lain-Rose expressed that the request was made by a resident to the Parish Office, the Parish Clerk had forwarded the request to the Community Enhancement Group for consideration and informed the resident that this was the action he had taken. The Community Enhancement Group discussed and felt that at the time it was not appropriate to pursue. These meeting notes were provided to the Council meeting on 16 July 2018. The Minutes of the Council meeting state that the Group's report was noted and then published on the Council's website.

The Terms of Reference and the Council's policies and procedures, including Standing Orders and Financial Regulations are clear that all Council Groups are not able to commit the Council to anything and it may make recommendations to Council. In this case, the Group did not make a specific recommendation to Council and the Council had the opportunity to challenge this request and ask it to be re-evaluated. There were no objections when the meeting notes were discussed.

Parish Councillor Lain-Rose requested that should Councillors feel that Groups should make a recommendation on the items that they do not feel worth pursuing and add further workload to the Council meetings, then this should be directed to Finance & Strategy Group, as it is not within the remit of this Group to discuss strategic operations of the Council.

5. **Community Payback Policy**

Parish Councillor Burnham introduced this item. The Members discussed the draft policy and **AGREED TO RECOMMEND** the Community Payback Policy to Council with a few amendments, which includes the reference to the Service Level Agreement.

6. **Staplehurst Youth Group**

Parish Councillor Riordan discussed that residents are discussing the finances of the Parish Council and it was noticed that there are no references to the financial performance of the Youth Group, which is financially supported by the Parish Council.

Members discussed that as part of the financial support, the Council should receive information from the Youth Group to assist us in justifying the investment. It was noted that a formal agreement has yet to be finalised for the financial support.

Members **AGREED TO RECOMMEND** to the Council that they formally request that the financial information, such as their annual accounts should be made available to the Council.

7. **Wimpey Field**

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Parish Councillor Forward introduced the Wimpey Field Warden's diary and this highlighted the need for volunteers to assist due to the number of hours both the Warden and Parish Councillor Forward is injecting on maintaining the asset. Members discussed the need for volunteers and **AGREED TO RECOMMEND** to Council that notices should be published from late October 2018 on the website, notice boards and other mediums that the Parish Office has access to, to encourage volunteers to come forward.

Members discussed at length the need for Community Payback to work on the Wimpey Field. Members were satisfied to organise Community Payback, in line with the new Community Payback Policy and that all concerns that were raised historically are addressed or assessed and an adequate solution is found to not cause annoyance or disruption to the local residents.

Members discussed the access meeting that was held with HML (the Saxon Mead Development Management Company), which the Parish Clerk and Parish Councillor Forward attended and considered was a positive meeting. However, due to Taylor Wimpey representative being on annual leave, this discussion cannot progress until September 2018, at the earliest.

8. Any Other Business

Non-Councillor Member Louise Brice wanted to confirm that the Jubilee Field Mower had been resolved, this was confirmed as being resolved by Parish Councillor Riordan.

Non-Councillor Member Louise Brice raised the Village Centre Redevelopment and asked the Council to request an update or get an update. Parish Councillor Lain-Rose said this was not requested and the only recent item was to request the Village Centre Trust to hold an Annual General Meeting. Non-Councillor Member Louise Brice requested that the Group makes contact with the Redevelopment Group to request an update. Parish Councillor Lain-Rose explained it is not in the Council's responsibility to request this type of update based on the historic issues and the legal responsibility is with the Trustees of the Village Centre. Therefore, if individuals wish to request an update this is probably the best way forward, not through the Parish Council.

7. Confirmation of the Date of Next Meeting

Members CONFIRMED the next meeting of the Group would be Monday 10 September 2018 at 19:30. The meeting will be held at Village Centre, High Street, Staplehurst. Parish Councillor Forward and Non-Councillor Member Louise Brice sent their apologies for this meeting.