

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 19<sup>th</sup> September 2016 at 7.30 p.m.

Before the start of the meeting all present stood in respectful silence in memory of friend and colleague Councillor Paul Butcher.

**PRESENT:** Councillors Ashby, Buller, Burnham, Claridge (until the point indicated in the minutes), Gosling, Kelly, Lain-Rose, Manning, Perry (from the point indicated in the minutes), Riordan, Sharp (from the point indicated in the minutes), Spearink and Silkin who was in the Chair.

Parish Clerk: Mr M J Westwood

**APOLOGIES:** Councillors Perry (for late arrival) and Reardon.

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

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** Minute pages 1557-1560 of 5<sup>th</sup> September 2016 were proposed for approval by Councillor Lain-Rose, seconded by Councillor Riordan, APPROVED by Councillors, 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). Councillor Claridge abstained.

**FINANCE REPORTS:-**

1. Accounts for payment for approval – Proposed by Councillor Lain-Rose, seconded by Councillor Riordan, the list of accounts for payment was APPROVED. Councillor Kelly abstained. Payments for the period 6<sup>th</sup> August to 9<sup>th</sup> September totalled £13,804.93; receipts for the period were £2,717.70 (Parish Council) and £0.49 (Village Centre Contingency). *Councillor Sharp arrived during this item.*
2. Summation of Accounts to 9<sup>th</sup> September 2016 – NOTED by councillors and published at [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx).

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

1. Community Led Housing – Invitation from NALC to complete survey (by 30/09/16). Report by Councillor Riordan (Min 1557). Councillors AGREED that Councillor Riordan should respond to the survey in acknowledgement of the challenges faced by people seeking their own homes and in support of community led housing.
2. Developing capacity to deliver council services – Invitation from NALC to complete a survey about shared service delivery and other initiatives (by 30/09/16). Oral report by Councillor Ashby (Min 1557). Councillor Ashby stated that she had responded to the survey which comprised largely factual questions about parish council services.
3. Goudhurst Neighbourhood Area Application – Invitation from Tunbridge Wells BC to comment by 07/10/16 (for decision). Councillors NOTED the application to designate the Goudhurst neighbourhood area and that it was of interest to Staplehurst as a neighbouring parish. *Councillor Lain-Rose temporarily left the meeting during this item.*
4. Hawkhurst Neighbourhood Plan – Invitation from Tunbridge Wells BC to comment on Regulation 16 consultation – written report by Councillor Buller (Min 1557). Councillors NOTED Councillor Buller's report and particularly her assessment of the high quality of the plan. Councillors AGREED to comment on the implications of more housing for Staplehurst in terms of traffic and public transport provision.

5. Maidstone Borough Council Community Infrastructure Levy – Draft Charging Schedule Consultation: closing date 16<sup>th</sup> September 2016. Report by Councillor Silkin (Min 1557). Councillors NOTED Chairman Silkin's response to the consultation, which had been published at [http://consult.maidstone.gov.uk/portal/cil\\_dcs?tab=list](http://consult.maidstone.gov.uk/portal/cil_dcs?tab=list).
6. Neighbourhood Planning Bill – NALC Policy Consultation (for comment to NALC by 12/10/16). Councillor Burnham volunteered to review the consultation and report back.
7. Parish Surgery – (i) Oral reports on parish surgeries held 10 and 17 September: subjects raised were vegetation, road naming and Bell Lane pond; Councillors Manning and Claridge agreed to liaise about the vegetation enquiry. (ii) Appointment of representatives for future dates: 1<sup>st</sup> October Councillor Spearink; 8<sup>th</sup> October Councillor Burnham. *Councillor Lain-Rose returned to the meeting during this item.*
8. Pothole Repair Programme – Letter from KCC Cabinet Member for Environment & Transport. Councillors NOTED the invitation to report potholes via [www.kent.gov.uk/potholeblitz](http://www.kent.gov.uk/potholeblitz) to facilitate KCC's pothole repair programme.
9. Royal British Legion – (a) Notice of Remembrance Day Parade – NOTED by Councillors; (b) approval of donation – Councillors AGREED to make a budgeted donation of £100 for a remembrance wreath. They AGREED that the budgeted amount should be reviewed during the 2017-18 budget exercise.
10. Staplehurst Station – Clerk's report of meeting with Southeastern Trains. Councillors NOTED the report and the plans to carry out improvements to the station shelters, departure boards, bins and car park.
11. Street Names – Request from MBC to consider names submitted by Redrow Homes (for decision). Councillors AGREED to submit to MBC the following names, based on the Parish Council's street-naming policy, as suggestions for streets and buildings on the proposed Redrow Homes development north of Headcorn Road, noting that the related planning application was yet to be determined: for street names – Brisley, George Smith, Wickens, Rags Field, Great Threads, Little Threads, Sergison; for blocks of flats – Chipperfield, Day, Fann, Andrews. *Councillor Perry joined the meeting during this item.*

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

1. Clerk's Report – The Clerk reported: he was awaiting quotes for work on the Surrenden Pavilion door and details of proposed work on the Jubilee Field sewage pump; repainting of the Jubilee Field skate park rides had commenced; clearance of the Bell Lane pond area had taken place; replacement of the office printer/copier was scheduled for 20<sup>th</sup> September.
2. Written Reports on Committee, Group and Project activities - for decision or noting
  - a) Christmas Lights 2016 – Update report (for noting). Councillors NOTED that 24 new motifs had been ordered and that KCC load testing was scheduled for five to seven weeks' time.
  - b) Play Scheme – Report on 2016 scheme and proposal for Parish Council funding payment (for decision). Councillors NOTED the Clerk's report on the attendance and financial figures, which showed that attendance had increased against the 2015 level. Proposed by Councillor Buller, seconded by Councillor Sharp, councillors AGREED to pay £910.19 to Play Place to cover the difference between its reported income and expenditure for the scheme. *Councillor Claridge left the meeting during this item.*
  - c) Rural Settlement Group – Minutes of meeting 03/08/2016. NOTED by councillors and published at [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx).
  - d) Wimpey Field – Correspondence from Webb Associates re handover publicity (for decision). Councillors AGREED that Councillors Kelly and Spearink should attend a proposed photo shoot. Councillor Spearink asked that representatives of volunteers and Medway Valley Countryside Partnership be invited. Chairman

Silkin said that he and the Clerk would prepare a statement for use in Taylor Wimpey's proposed press release.

- e) Youth Club – Proposals (i) Installation of path and two benches on site; Councillors NOTED that £519 for expenditure on a proposed path had been earmarked against the S106 funds arising from the Parisfield development (Min 1493). Councillors AGREED to increase this sum to £600. (ii) Removal of inner hedge from site; Councillor Kelly explained that he wished to remove the current inner hedge and replant with suitable hedging plants such as hawthorn or hazel and keep it to a controllable level to make better use of the site area; he commented that there was a planning condition relating to retention of the hedge (MA/95/1657) but since then an outer hedge had grown and now provided the desired screening. It was AGREED to approach MBC about the planning condition.
3. Oral Reports from Committee/Groups/Councillors – for information only
- a) Neighbourhood Plan – Report on meeting of MBC Strategic Planning, Sustainability and Transportation Committee 13/09/16 (JB/JP). Councillors Buller and Perry reported that they had attended the Committee meeting which had approved the proposal that the Staplehurst Neighbourhood Plan, as amended by the Examiner's recommendations, proceed to referendum. They advised that the target date for the referendum was 3<sup>rd</sup> November. Councillor Perry said that this decision enhanced the position of the Neighbourhood Plan. Councillor Buller stated that the next Village Update to be issued at the end of October would contain an article about the referendum.
- b) Village Clean-Up 17<sup>th</sup> September – Initial report (JB/TB). Councillors Buller and Burnham said that the event had been a great success with over sixty bags of litter collected. Councillor Buller highlighted a magnificent effort which had made a big difference in Station Approach and Lodge Road. Councillors AGREED to give donations of £50 by way of thanks to the WI and Staplehurst Youth Club. Councillor Burnham suggested that the possibility of buying 'volunteers at work' signs be investigated. Councillors thanked Councillors Buller and Burnham for the successful event.
- c) Jubilee Field Management Committee – Councillor Riordan gave a verbal report on the meeting held on 14<sup>th</sup> September. He reported that he had taken on the chairmanship, Councillor Claridge was Vice-Chairman and Councillor Lain-Rose was Secretary, with Mr Nigel Best continuing as Treasurer. He said a review of the management approach would be held in the New Year. He commented that the Committee was looking into maintenance arrangements for the mower and that CCTV footage had shown that what had been reported as an incident of criminal damage to the Guide Hut had in fact been caused by the wind.
- d) Transport Accessibility Group – Councillor Manning reported that Borough Councillor Brice was taking up shortcomings in the after-school bus service with Arriva. He reported that a representative of a market research agency had attended the Group's last meeting to discuss a survey of residents' views about transport issues in rural areas. Councillors NOTED that the copy of the survey obtained by Councillor Manning was dated 29<sup>th</sup> July and asked for more information about how the survey was being managed.

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

1. Borough Councillor's Report – Councillor Perry said that MBC was looking further into the question of whether to grant the freehold of Surrenden Field to include Nicholson Walk and that a follow-up report would be taken to a meeting of Heritage, Culture and Leisure Committee. In relation to proposals for the A229-Marden Road-Headcorn Road

crossroads he said that a meeting of all parties including the parish council needed to take place before outstanding planning applications are considered by MBC Planning Committee. He said that the next meeting of MBC Full Council would discuss difficult decisions in the light of reduced funding.

2. PCSO Report – PCSO Gardner’s report showed nine crimes: two criminal damage; two thefts; two thefts from motor vehicles; one theft of motor vehicle; one burglary other than dwelling; one taking a vehicle without consent. PCSO Gardner had also dealt with incidents of anti-social behaviour.

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

1. Citizens Advice Maidstone – Report of AGM 12/09/16. Councillors NOTED Councillor Manning’s report which was published at <http://www.staplehurstvillage.org.uk/others.aspx>.

**URGENT MATTERS** (at Chairman’s discretion, information only items for noting or for decision at a future meeting)  
No items were raised.

Chairman.....

**PUBLIC FORUM**: No items were raised.