

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 2nd July 2018 at 7.45 p.m.

PRESENT: Councillors Buller, Forward, Kelly, Lain-Rose, Manning, Perry (from the point indicated in the minutes), Sharp, Smith, Symes and Burnham who was in the Chair.
Deputy Clerk: Mrs D A Jenkins

Before the start of the meeting Councillor Burnham offered thanks to everybody who had taken part in the very successful Fete on Saturday.

APOLOGIES: Councillors Ashby, Reardon, Riordan, and Silkin; Councillor Perry for late arrival due to MBC business.

COUNCILLOR DECLARATIONS regarding items on the Agenda:-
Changes to the Register of Interests – none declared.
Interests in Items on the Agenda – none declared.
Requests for Dispensation – none declared.

APPROVAL OF FULL COUNCIL MINUTES Councillor Lain-Rose requested the replacement of 'party' with 'former Councillor' on line 3, item 1, page 1703. Subject to this amendment, minute pages 1703-1705 of 18th 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

No items.

CORRESPONDENCE & PARISH ISSUES for decision or noting:

1. Market Street – Issues with Parking (Oral report by Cllr Buller). Councillor Buller wished to bring to the attention of the Parish Council a report about a new resident living in Market Street who is allegedly operating a business from their property, which is causing major parking issues. Golding Homes and the Police are aware of the activities. Borough Councillors are to be informed of the issues and the Deputy Clerk is to remind the Police of the siting of the CCTV camera in this area.
2. Men's Shed – Request from Staplehurst Men's Shed for consent to erect a utility and community workshop on the Youth Club site (for decision). Councillors discussed the proposal submitted by the Men's Shed and asked the Councillors representing the Youth Club and Village Centre for their views. Councillor Kelly confirmed that the Youth Club would not be affected and that he had no issue with the proposal. Cllr Sharp reported that the Village Centre were broadly happy providing that parking for users of the halls was not affected. *The Chairman closed the meeting for Mr Nigel Sheeran of the Men's Shed to speak.* Mr Shearer confirmed that to date there had been no conflict with parking arrangements. *The Chairman re-opened the meeting.* Councillor Kelly said that a small area of land, at the rear of the trees, on the Youth Club site could be offered for parking if necessary. Councillor Lain-Rose commended the Men's Shed on their proposal. Cllr Buller thought the Men's Shed had completed some amazing work but she was concerned with the legal costs associated with the proposal and how this would be funded. Cllr Lain-Rose commented that the Parish Council had given support to various village organisations although to date not the Men's Shed. It was proposed by Cllr Burnham, seconded by Councillor Lain-Rose and RESOLVED to agree in principle to the Men's Shed proposal; to request that the Men's Shed apply for planning permission from MBC for the proposed buildings; to request the parish office to

pursue the costs of a sub-lease and all associated legal costs; that the Parish Council would fund the legal costs associated with the building proposal. Councillor Buller enquired whether the Men's Shed had the necessary funds to apply for planning permission. *The Chairman closed the meeting for the Men's Shed to respond.* Mr Sheeran confirmed that the Men's Shed had received a grant from KCC which would cover the cost of a planning application and the cost of the utility shed, being Phase 1. *The Chairman re-opened the meeting. All residents in the public forum left the meeting at this point.*

3. Parish Council Surgery – (i) Report on parish issues raised at surgery 30/06/18 (JP); Councillor Buller confirmed that three residents had attended the surgery raising issues on The Parade shrubbery, the block paving adjacent to the A229 and planning application 18/502553. (ii) Appointment of representative for surgery 28/07/18 – none appointed. DEFER to next meeting on 16th July.
4. Public Consultation on Dog Control Measures – Invitation from Maidstone Borough Council to complete survey (deadline 19/08/18) <http://www.maidstone.gov.uk/home/primary-services/council-and-democracy/additional-areas/have-your-say/tier-3-primary-areas/current-consultations>. Councillors Forward and Sharp confirmed that they had responded individually to the survey.
5. Rural Business Forum – Invitation from Helen Grant MP to send a delegate to the forum on 12/07/18 (for decision). Councillor Lain-Rose suggested that Councillor Riordan may wish to attend, being the instigator of the Staplehurst Business Association. Councillor Symes asked if she could also attend. The Deputy Clerk would liaise with both Councillors and confirm their attendance as necessary.

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

1. Clerk's Report – The Deputy Clerk reported that preparations for the fete had taken place; there had been investigations into various agenda items, most notably issues relating to the Men's Shed proposal; setting up Google Analytics to monitor website activity; reviewing requirements for publication of financial data; obtaining Land Registry documentation relating to Wimpey Field access points and assisting with the removal of overhanging branches blocking Nicholson Walk. A Redrow site visit is to take place on Thursday 5th July with Councillors Buller and Forward attending. Councillors Burnham, Smith and Perry confirmed they would also attend. The Data Protection Officer would be attending the parish office on 12th July to meet with office staff and Councillor Silkin. KCC had invited feedback on the A229 improvements from Linton to Cross at Hand. Councillor Forward confessed she had not noticed a difference and Councillor Burnham believed KCC had completed their submitted specification. *Councillor Perry arrived at the meeting at this point.*
2. Written Reports on Committee, Group and Project activities - for decision or noting
 - 2.1. Community Enhancement Group – Draft report and recommendations of meeting 11/06/18 (i) Councillor Lain-Rose appointed as Chairman – S4 (for noting): NOTED by Councillors. (ii) Fund £400 of cost of removing roots from planters at The Parade – S5 (for decision): RESOLVED to contribute £400 towards the cost of the removal of roots from planters. (iii) Deployment of football goals on Surrenden Field – S6 (for decision): RESOLVED that having received additional information from the Community Warden the Community Enhancement Group re-consider this at their next meeting. (iv) Management of maintenance arrangements at Wimpey Field – S7 (for noting): RESOLVED to DEFER to a later meeting following receipt of all Land Registry documents received, at which time a meeting with residents should be arranged.
 - 2.2. Councillor Training – Proposal for training course to be held in September (for decision) (Min1698). It was proposed by Councillor Burnham, seconded by Councillor Lain-Rose and RESOLVED to spend £300 on Councillor Training and for this to take place on Wednesday 5th September 2018.

2.3. Neighbourhood Plan Review Group – Minutes of meeting 13/06/18 (for noting) <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/neighbourhood-plan-review-group/>. NOTED by Councillors. Councillor Perry stated that if the Parish Council was to consider reviewing the Neighbourhood Plan this would be a very important process as MBC are already beginning to review their Local Plan, which has many flaws. He believed that MBC would issue a further call for sites which the Parish Council may wish to consider in their approach to the future of the village. MBC could possibly have sites for larger housing quotas which could lead to improved infrastructure i.e. village halls and sports centres. Councillor Perry said that Staplehurst Neighbourhood Plan policies would need to be more tightly written. As has been seen with the Hen and Duckhurst application MBC Planning Officers have viewed the Neighbourhood Plan in a different way to the Parish Council. Councillor Buller confirmed that funding for a review is to be considered in the budget. Councillor Kelly suggested that if MBC are not taking the Neighbourhood Plan into consideration then either the Parish Council should not fund further revisions or they should look at widening the area for new housing and to include, in a revised Neighbourhood Plan, a much larger site that could bring worthwhile infrastructure to the village. Cllr Sharp asked if there had been further progress on listing Assets of Community Value. Councillor Buller confirmed that the King's Head had been applied for and that other sites would follow.

2.4. Parish Council Meeting Schedule Review – Proposal to implement a revised schedule of meetings for Full Council and Planning Committee (SL-R) (for decision). Councillor Lain-Rose summarised the various options he had proposed in his report and the reasons behind the proposal. Numerous issues were discussed by Councillors relating to the proposal including the timing of meetings, having separate meetings for Planning and Full Council, the workload in the parish office, the increase in the number of hours worked by the office staff, the addition of a new member of staff, the working relationship between officers and Councillors, overtime worked by staff, whether Councillors could/should take on more of the workload and the prioritising of the work that the Parish Council takes on. All Councillors agreed that the staff were working very hard. Councillor Buller believed that the office staff should be consulted on their preference for meeting cycles. Councillor Perry was firm in the view that the Parish Council Planning Committee should remain on a two-week cycle, similar to MBC. The majority of Councillors did not want to increase the number of meetings or for Planning and Full Council meetings to take place on separate evenings. During the discussions Councillors Buller and Manning had suggested a three weekly meeting cycle. Councillor Burnham suggested that Councillors vote by a show of hands whether to reduce the current number of meetings. The result was six votes for a reduction in meetings and three against. Councillor Lain-Rose proposed that a three weekly meeting cycle be introduced. As this proposal had not been included in the written report for decision this was rejected as a proposal at this time. It was RESOLVED that the number of meetings would reduce but to DEFER the decision on the regularity of meetings and when to begin the implementation of the new meeting cycle to the next Full Council meeting, following discussions with the office staff.

3. Oral Reports from Committee/Groups/Councillors – for information only.
No reports were made.

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

1. Borough Councillor's Oral Report – Councillor Perry was sorry to report that MBC is currently in dispute with KCC over utilising s106 monies for the Leeds/Langley relief road and that both parties are engaging legal teams.
2. KALC Maidstone Area Committee – Minutes of AGM 11th June 2018 <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>. NOTED by Councillors.

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

No items

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 the Chairman of the Men's Shed spoke about their proposal to place a utility shed and a community workshop on land at Staplehurst Youth Club. He hoped that the Parish Council would be able to support the proposal.

Meeting closed 9.55pm.