

# Staplehurst Parish Council

## Council meeting minutes

### 7<sup>th</sup> November 2022

#### **Reports from County and Borough Councillors**

MBC Cllr Perry updated Council on the following:

- MBC Budget setting 2022/23 is challenging
- Affordable housing – slow process and focused on Maidstone but moving forward
- Archbishop Palace in Maidstone – progressing
- Surgery issues included; support for the Bar at Jubilee Field, Drainage / flooding around the village – chasing Southern Water and KCC and EV charging points – option for NDP
- Leaders of all Kent Councils writing to the Home Secretary regarding the Migrant Centre / Hotel accommodation problems.

A resident apologised for a statement at an earlier meeting.

**Present:** Councillors Riordan, Buller, Sharp, Davidson-Houston, Mclean, McPhee, Castro, Farragher, Alesi, Eerdeken, McLaughlin, Perry and Hotson.

Also present The Clerk

#### **1. APOLOGIES** – Cllr Clifton

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

- 2.1. Declarations of lobbying - NA
- 2.2. Declaration of changes to the Register of Interests - NA
- 2.3. Declarations of Interest in Items on the Agenda – Cllr McLaughlin, Perry Alesi and Riordan – 6.4 and 11.4
- 2.4. Requests for Dispensation - Cllr McLaughlin, Perry, Alesi and Riordan – 6.4 and 11.4 agreed

#### **3. APPROVAL OF FULL COUNCIL MINUTES** Pages 2037 – 2041 of 17<sup>th</sup> October 2022 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)) to be signed by Councillor Riordan.

#### **4. FINANCE REPORTS**

##### 4.1. Accounts for Payment

It was proposed, seconded and agreed unanimously to approve the payments list

##### 4.2. Half Year summary – Noted

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

The Clerk noted that we have a contractor to repair Bell Lane toilet door frame at a reduced fee that was previously agreed. – Council agreed to proceed ASAP.

Playground repairs still need doing

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

## 6. PROPOSALS FOR DISCUSSION and DECISION

**6.1 Surrenden Field improvements** – Following a discussion it was proposed, seconded and agreed unanimously to approve the motion below and use CIL funding if available

**Motion:** to approve

1. Install two new benches – up to £1,200 plus VAT from Surrenden Field budget
2. Install 5 new bins – up to £2,700 from plus VAT Surrenden Field budget
3. Install an outdoor gym – adjacent to the playground facilities – up to £12,000 plus VAT from Surrenden Playing Field Project budget subject to Council final approval
4. Install 1 bin at Wimpy Field - £520 plus VAT from Wimpy Field budget

**6.2 Section 137 Grant Policy** – Following a discussion it was proposed, seconded and agreed unanimously to approve the motion below

**Motion:** to approve;

- i) the Section 137 Grant policy attached in **Appendix A** of the report
- ii) the Section 137 Grant Application Form attached in **Appendix B** of the report

**6.3 Metal Detecting Policy** – Following a discussion it was proposed, seconded and agreed unanimously to approve the motion below

**Motion:** to approve;

1. The Metal Detecting Policy in **Appendix A** of the report

**6.4 Jubilee Fields Pavilion update** – Following a discussion it was proposed, seconded and agreed unanimously to approve the motion below

**Motion:** to approve

- i) The withdrawal of the proposal previously agreed on the 5<sup>th</sup> September 2022
- ii) To consider a detailed report in the future on a separate Clubhouse and leasing the main pitch to Staplehurst Monarchs FC.

*In the discussion the issue of security and health and safety (Dog mess) of the main pitch area was raised, it was proposed, seconded and agreed by a majority of 12 for, 1 against and 0 abstained to promote the locking of the main pitch to the community and work with the Staplehurst Monarchs FC on the security subject to the community feedback.*

**6.5 Christmas Festivities Report** – Following a discussion it was proposed, seconded and agreed not to have a Blow-Up Father Christmas and amend the motion to

**Motion:** to approve

1. Accept the offer from a local business of a Christmas tree
2. Seek permission from KCC Library to plug in the lights
3. Seek volunteers to put up the Christmas Tree / lights the weekend of the 3<sup>rd</sup> and 4<sup>th</sup> December 2022

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

It was then proposed, seconded and agreed unanimously to agree the motion below;

**Motion:** to approve

4. Accept the offer from a local business of a Christmas tree
5. Seek permission from KCC Library to plug in the lights
6. Seek volunteers to put up the Christmas Tree / lights the weekend of the 3<sup>rd</sup> and 4<sup>th</sup> December 2022

**6.6 KCC Highways report** – Following a discussion the KCC Highways report was noted

To note report from KCC highways

**7. CORRESPONDENCE & PARISH ISSUES** for noting: -

7.1 A resident raised concerns about potential Solar farm - noted

7.2 Staplehurst Monarchs FC update – noted and welcomed joint working

7.3 Kent County Council – Minerals and Waste Local Plan – Regulation 18 Consultation – Cllr Hotson stepped forward to review and feedback to the Council

7.4 Correspondence regarding Poppy's Nursery – it was agreed that we are very supportive but cannot directly assist the group as it is outside the powers of the Parish Council. However, we suggested that they liaise with the developer at Lodge Rd to see if they can provide suitable accommodation.

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

8.1. Chairmans Report – Oral report by Cllr Riordan

We are seeking some sand bags from both KCC / MBC

The litter pick went well – thank you to everyone. Note the number of people regular litter picking means less litter was collected.

Meeting with KCC / Arriva this week regarding buses and pedestrian crossing

Sainsbury shuttle bus bringing back revised routes soon – once agreed will be promoted

We like to thank Cllr Castro for all his hard work on Communications Group – aiming to invite all Cllrs to Comms group meeting work out a way forward

We have requested a portion of Borough wide CIL funding, MBC will make a decision in February 2023

8.2. Written reports on Committee, Group and Project activities - for noting.

SCEnic – Cllr Sharp – minutes from the meeting held 27.10.2022 – note report early in meeting

Finance and Strategy Group meeting held on the 12th October 2022

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

Jubilee Field Management Committee – minutes from the meeting held 25.10.2022 - Noted

Road Safety Group – Cllr Sharp – verbal update from meeting 1.11.2022

Communications Group – Next meeting to be arranged

Youth Club – Cllr McPhee going well 25 / 30 children regular attend

Greener Group – minutes of meeting held on 31<sup>st</sup> October 2022 to follow

Neighbourhood Plan Review Group – minutes held on the 26.10.22 - Noted

## **9. REPORTS FROM LOCAL COMMUNITY GROUPS - Noted**

**10. URGENT MATTERS-** at the discretion of the Chairman, information only items for noting or for decision at a future meeting

## **11. Special Motion**

- 11.1. To move that the public be excluded from item 11.2 due to its confidential nature.
- 11.2. Clerk updated Council on staffing matters
- 11.3. Merit Award Nominations was discussed and approved
- 11.4. Girl Guides lease was discussed and deferred to next meeting for further clarification

*These minutes are not verbatim but a summary of discussion and decisions made at the meeting*

**Closed – 9:30pm**

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