

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 18th April 2016 at 7.35 p.m.

PRESENT: Councillors Buller, Burnham, Claridge, Gosling (until the point indicated in the minutes), Lain-Rose, Perry (from the point indicated in the minutes due to Borough Council business), Riordan, Sharp, Spearink and Silkin who was in the Chair.
Parish Clerk: Mr M J Westwood

APOLOGIES: Councillors Ashby, Butcher, Kelly, Manning and Reardon whose apologies were accepted.

URGENT ITEM: - None requested.

COUNCILLOR DECLARATIONS regarding items on the Agenda:-

Lobbying – Councillor Buller declared she had been lobbied about the Neighbourhood Plan and Speedwatch.

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 1521-1524 of 4th April 2016 were proposed for approval by Councillor Lain-Rose, seconded by Councillor Sharp, APPROVED by Councillors, signed by Chairman Silkin and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Accounts for payment for approval. Proposed by Councillor Lain-Rose, seconded by Councillor Sharp, the list of accounts for payment was APPROVED. Payments for the period 12 March to 31 March totalled £8,125.30; receipts for the period were £1,013.16 (Parish Council) and £1.88 (Village Centre Contingency Account).
2. Summation of Accounts to 31 March 2016. NOTED by councillors. Published at http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.
3. Draft Statement of Accounts 2015-2016 – The draft statement of accounts was noted by Councillors. The Chairman explained that a summary version would appear in the Parish Council's Annual Report.
4. Exercise of Public Rights to inspect SPC Books – Proposed by Councillor Lain-Rose, seconded by Councillor Buller, Councillors RESOLVED that the inspection period should be set to run from 6th June until 15th July.
5. Distribution of Annual Report - Proposed by Councillor Lain-Rose, seconded by Councillor Gosling, Councillors RESOLVED: (i) to accept a quotation from Leafleteers Ltd of £475 plus VAT for delivery of the Annual Report and one A5 flyer; (ii) to ask the Carnival & Fete Committee whether it wished to share the cost of delivery if the event programme were included (total cost £575-£600 plus VAT).
6. Staplehurst Housing Survey - Proposed by Councillor Lain-Rose, seconded by Councillor Riordan, further to Min 1518 Councillors agreed to accept an estimate of £2,714 (including postage) plus VAT from Action with Communities in Rural Kent to draw up and manage a new Housing Needs Survey for Staplehurst.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Neighbourhood Plan – Report on Examination Status (for information). The Clerk reported that the Examiner's report was expected by 20th April.

2. Borough Council Report – (JP/LB). Councillor Burnham reported that Borough Councillor Brice had informed him that MBC and KCC were going to look afresh at ideas for improvement of the A229-Marden Road-Headcorn Road crossroads. *After his arrival later in the meeting Councillor Perry advised that MBC Strategic Planning, Sustainability & Transportation Committee had agreed a procedural change to accelerate the path of neighbourhood plans to referendum.*
3. Caretaker's Report – no items to report.
4. MBC Planning Meeting – Report on meeting with the Head of Planning & Development. The Clerk's report of the meeting was NOTED and posted at <http://www.staplehurstvillage.org.uk/others.aspx>. Councillor Burnham stated that the Head of Planning & Development had given a convincing account of the issues encountered during formulation of the draft Local Plan.
5. National Allotment Society – Invitation to South East Region AGM 28/05/16 (for decision). The invitation was NOTED by Councillors. Councillor Claridge said he would check his availability. Councillors AGREED that allotment provision should be added to the agenda for discussion at the next Full Council meeting.
6. Parish Surgery – (1) Reports on surgeries since 9th April (PS/PR/CC) (for information). Issues raised were Jubilee Field gates (to be discussed by Jubilee Field Management Committee), provision of a Computer Club in the village, parking in Gybbon Rise. (2) Appointment of representatives for future surgeries: 7th May Councillor Buller; 14th May Councillor Riordan. Councillors AGREED to maintain the rolling programme of allocating volunteers to each Saturday session.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 24/06/16. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx
Councillor Spearink asked the Clerk to seek information from MBC about the delayed replacement of the bus shelter near the southbound A229 - Pinnock Lane junction.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting 08/06/16. Report of meeting 23/03/16 posted at http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, CC, TB, AG, PK, RS, PS)
http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx
4. Allotments Project Group (TB, PK, JB, BM) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_1.aspx
5. Strategy & Policy Group (JP, TB, PK, PB, CC, SL, RS) Next meeting?
http://www.staplehurstvillage.org.uk/policy_group.aspx
6. Finance Group (JP, TB, PK, PB, SL, JR) Next meeting 29/04/16. http://www.staplehurstvillage.org.uk/finance_group.aspx.
7. Economic & Tourism Development (PS) Next meeting?
8. Oliver Road Open Space (PK, SL, AS, PS) Next meeting 21/04/16 with Taylor Wimpey. Report of working group meeting 09/04/16 and recommendations for decision - published at <http://www.staplehurstvillage.org.uk/others.aspx>.
Councillors NOTED the report and AGREED recommendation (a): to ask Taylor Wimpey to extend a path, appropriate for wheelchair access to the southern side of the pond. In response to recommendation (b) it was confirmed that post-transfer maintenance would be the responsibility of the Parish Council either directly or via whatever ownership structure is agreed. Councillors NOTED the Group's designation of the open space site as 'Wimpey Fields'. Councillor Lain-Rose will discuss work on saplings at the meeting with Taylor Wimpey scheduled for 21st April. *Councillor Perry arrived at the meeting.*
9. Playscheme (TB, JB) Next meeting? http://www.staplehurstvillage.org.uk/youth_activities_1.aspx
10. Publicity & Website Group (TB, PK, MA, JB, CC, SL, JR) Next meeting? Report of meeting 22/03/16 awaited. http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Buller reported she was compiling the Annual Report and aiming for delivery in early June.
11. Rural Settlement Group (JP, JB, TB, AS) Next meeting 04/05/16. Report of meeting 06/04/16 awaited. Report of meeting 09/03/16 posted at http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx.
12. Staff Group (JB, PK, SL, BM, JP) Next meeting?

13. Staplehurst Village Centre Development Group (TB, AG, SL) Next meeting 12/05/16. http://www.staplehurstvillage.org.uk/village_centre_redevelopment_group.aspx
14. Staplehurst Youth Parish Council (SL-R) *Report dated 29th March 2016 - recommendation for establishment of Youth Parish Council as a Committee of Staplehurst Parish Council – for decision.* Councillors discussed Councillor Lain-Rose's report and its recommendation at some length. Key points covered were: the relative status of committees and working groups; the legal position of the Parish Council and a youth committee; the need to establish clearly what the body was going to do, which would in turn inform a decision on the most appropriate structure. The consensus view was that councillors were willing to establish a working relationship with a youth body, but further work was needed to address some outstanding questions. A decision on the report's recommendation (in principle agreement to the establishment of a Youth Parish Council as a committee of the Parish Council) was therefore deferred until completion of further investigations. *Councillor Gosling left the meeting during this item.*
15. Surrenden Playing Field Group (TB, PK, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>
16. Village Enhancement Group (TB, PK, JB, PB, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx *Specification for maintenance of village planters, being an extract from proposed invitation to tender document (SL-R per Min 1518) – for decision.* Proposed by Chairman Silkin, seconded by Councillor Perry, councillors AGREED the specification drawn up by Councillor Lain-Rose. The Clerk advised that it would form part of the invitation to tender that would be issued after the meeting.
17. Youth Club (PK) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx Councillor Riordan will speak to Councillor Kelly about a resident's interest in Youth Club activities.

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx
2. Churchyard Liaison (PB, PK) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_2.aspx
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 07/06/16. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 12/05/16 (t.b.c.) http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (RS, PK, PB, JP) Next meeting in May (date t.b.c.). http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
6. Kent Community Alcohol Partnership (PB) Next meeting?
7. Knoxbridge A229 Residents' Group (BM, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 19/05/16. Report of meeting 17/03/16 posted at http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx.
9. Neighbourhood Watch (JB) Report of AGM dated 25/11/15 posted at http://www.staplehurstvillage.org.uk/police_liaison.aspx.
10. Police/Parish Liaison (PB, BM, AS) Next meeting? Report of meeting 24/09/15 awaited. http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. River Beult Catchment Improvement Group (JP, PS) Next meeting 21/04/16. <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 07/06/16. Report of meeting 01/03/16 awaited. <http://www.staplehurstvillage.org.uk/others.aspx>.
13. Speed Watch (JB) <http://www.staplehurstvillage.org.uk/speedwatch.aspx>
14. Staplehurst Community Hub (JB) Next meeting?
15. Staplehurst Library Users Group (JB, BM) Next meeting?
16. Staplehurst Patients' Participation Group (JB, AS, RS). Next meeting 27/04/16. http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx.
17. Staplehurst Primary School Liaison (AG, SL, BM, JR)
18. Staplehurst Surface Water Management Plan Group (PS) Next meeting? Report of meeting 01/04/16 awaited.
19. Staplehurst Village Centre Trust (MA, RS) Next meeting 10/05/16. http://www.staplehurstvillage.org.uk/village_centre_trust.aspx

20. Village Golf & Sports Club (PB) Next meeting? http://www.staplehurstvillage.org.uk/ot_hers.aspx

Chairman.....

PUBLIC FORUM: Before the meeting the Speedwatch team leader demonstrated the new equipment that the Parish Council had purchased for the team. It is lighter and more stable than the old equipment and has a longer detection range. A buyer will be sought for the old equipment.

PCSO REPORT: PCSO Gardner's report showed five crimes: two criminal damage, two thefts and one burglary.