

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 15<sup>th</sup> September 2014 at 7.35 p.m.

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

Parish Clerk: Mr M J Westwood

**APOLOGIES:** Councillors Ashby, Butcher and Reardon whose reasons for apology were accepted.

**URGENT ITEMS:** - None requested.

**COUNCILLOR DECLARATIONS:**

Lobbying – Councillors Buller, Burnham and Lain-Rose declared they had been lobbied about the Neighbourhood Plan. Councillors Buller and Burnham declared they had been lobbied about litter-picking. Councillors Buller and Spearink declared they had been lobbied about local bus services. Councillor Buller declared she had been lobbied about the Village Update.

Changes to the Register of Interests – Councillor Lain-Rose declared a change to his registered interests by reason of employment and confirmed he had completed a new written declaration.

Interests in items on the agenda – none declared.

Requests for dispensation – none requested.

**APPROVAL OF FULL COUNCIL MINUTES** Pages 1372-1375 of 1<sup>st</sup> September 2014 were proposed for approval by Councillor Spearink, seconded by Councillor Lain-Rose, approved by councillors, signed by the Chairman and made available at [http://staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx). Councillors Buller and Kelly abstained.

**ACCOUNTS & FINANCES**

1. Summation of Accounts to 5<sup>th</sup> September 2014. Noted by councillors and made available at [http://staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx).
2. Accounts for payment for approval. Proposed by Councillor Manning, seconded by Councillor Lain-Rose, the list of accounts for payment was approved for payment (Councillor Kelly abstaining).
3. Insurance Renewal Invitation – Parish Council insurance policy (for approval). Noting the proposal was for year two of a three year agreement, Councillors approved payment of £4,237.68.
4. Jubilee Playing Field Pump – repair quotation (for approval). Noting the service report dated 28<sup>th</sup> August 2014, Councillors agreed to request that the float switches be replaced at the next service at a cost of £270 plus VAT.

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

1. Neighbourhood Plan – Update & Next Steps. Councillors noted that during this week meetings would be held with Fera Urbanism about its analysis of the Reg. 14 consultation comments and with Maidstone Borough Council about the Local Plan.
2. Caretaker's Report – The Clerk advised that the Caretaker had received training from MBC and commenced using the new strimming equipment. Councillor Buller asked that the Station Road-Corner Farm footpath and library area receive his attention.

Councillors agreed to request Paxman Services to include jet-washing of the parish bus-stops in its cleaning activity.

3. DCLG Technical Consultation on Planning – Proposed Comments (Min 1369; TB/NK/SG). The Clerk was asked to circulate to all councillors Councillor Green's draft comments for review and response in time for submission to DCLG by 26<sup>th</sup> September.
4. Litter-Picking – Proposals for sites to be cleared (Min 1373). Councillors agreed to nominate to Community Payback rural approaches to the village on Cranbrook, Headcorn, Maidstone and Marden roads and stretches of Five Oak Lane, Snoad Lane, and Pristling Lane. Councillors asked that vegetation at Cork Lane, Pagehurst/Marden Road, A229 Maidstone Road and the condition of speed limit signs be raised with Kent Highways. Councillors noted that some parish councils employed a lengthsman and agreed to consider this at a future date.  
*Councillor Perry joined the meeting.* Chairman Silkin made a short speech in recognition of Councillor Perry's service as Chairman of the Parish Council and presented him with a gift as a token of councillors' appreciation. Councillor Perry thanked members for their gesture.
5. Maidstone Borough Council Update – Verbal Report. Councillor Perry said that there was much discussion at MBC about the Local Plan, proposed housing numbers and the assessment of the sites submitted following land call.
6. MBC Members' Allowances – Invitation to comment. Councillors noted MBC's review of its scheme for payment of allowances to members. They decided not to submit comments to MBC. They noted the car mileage allowance remained at 45p per mile as used by the Parish Council; they agreed by majority of six votes to two (four abstentions) that the Parish Council would not follow the MBC's practice of paying 5p per mile for an extra passenger.
7. SECAMB – Invitation to Annual Members' Meeting. Chairman Silkin said he would attend the meeting on 25<sup>th</sup> September.
8. Taylor Wimpey – Verbal report of meeting 12<sup>th</sup> September. Councillors Kelly and Silkin advised that they had met representatives of Taylor Wimpey to discuss the future management and ownership of the green space adjoining the Oliver Road site. Taylor Wimpey is in the second year of the management plan for the green space and would like to pass it over for community management and ownership. Councillors were asked to advise the Clerk of their availability to undertake a site visit in the weeks commencing 29<sup>th</sup> September and 13<sup>th</sup> October. The Clerk advised that a representative from Medway Valley Countryside Partnership had agreed to join the visit. Chairman Silkin said that he felt ownership issues should be researched and he would be seeking to form an ad hoc group to work on this.
9. The Accessible Britain Challenge – Correspondence from DWP via KALC. Noted by councillors.

#### **COMMITTEE & FOCUS GROUPS** – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 19/09/14. [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx)  
Councillor Spearink advised that he and Councillors Perry and Manning would be meeting Arriva, passenger representatives and MP Helen Grant on 18<sup>th</sup> September to discuss service and communication issues. He also advised that the Transport Accessibility Group AGM would be on 19<sup>th</sup> September.
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting? Minutes of meetings 19/06/14 and 24/04/14 posted at [http://www.staplehurstvillage.org.uk/kcc\\_emergency\\_planning\\_group.aspx](http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx) Chairman Silkin advised the meeting scheduled for 18<sup>th</sup> September would be held after the exercise on 15<sup>th</sup> October.

3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, PS) [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx) Councillors noted that a mobile home had vacated the land opposite the north end of Clapper Lane.
4. Allotments Project Group (TB, PK, JB, BM) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_1.aspx](http://www.staplehurstvillage.org.uk/sub_groups_1.aspx)
5. Strategy & Policy Group (JP, TB, PK, PB, SL, RS) Next meeting? [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx)
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting 16/09/14. Report of meeting 11/08/14 awaited. [http://www.staplehurstvillage.org.uk/finance\\_group.aspx](http://www.staplehurstvillage.org.uk/finance_group.aspx)
7. Playscheme (TB, JB, NK) Next meeting? [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx) The report of the meeting on 28<sup>th</sup> August 2014 and the financial summary of the income and expenditure relating to the scheme were noted. Councillors noted with thanks the grant of £750 from MBC to the Parish Council towards the play scheme. They agreed to make good the operating loss of £1,844.48 incurred by Play Place on the scheme. Councillors also agreed that Play Place should be engaged to run a scheme in 2015, that a revised budget should be considered, that the cost of the venue should be reviewed and that the scheme should start a week later in the holiday.
8. Publicity & Website Group (TB, PK, MA, JB, NK, SL, JR) Report of meetings 25/03/14 and 15/07/14 awaited. [http://www.staplehurstvillage.org.uk/publicity\\_website.aspx](http://www.staplehurstvillage.org.uk/publicity_website.aspx) Councillor Buller thanked distributors of the Village Update and said the next copy was due to be available week commencing 17<sup>th</sup> November. She also said that she had received a number of comments in favour of retaining hard copies of the Update. The Clerk asked that comments be passed to the Parish Office as requested in the Village Update so that an overall view could be obtained.
9. Rural Settlement Group including Neighbourhood Plan (JP, JB, AS) Next meeting 15/10/14. Report of meeting 10/09/14 awaited [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx).
10. Surrenden Playing Field Group (TB, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Burnham said he was awaiting a meeting date from Councillor Reardon and that the Assistant Clerk was seeking quotes for work on some of the trees.
11. Village Enhancement Group (TB, PK, JB, PB, SL, JR, AS) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups.aspx](http://www.staplehurstvillage.org.uk/sub_groups.aspx). Update on actions relating to signage and vegetation (Mins 1363-64) and planters (Min 1367). Councillor Kelly demonstrated a proposal for signs to acknowledge the Staplehurst Society's sponsorship of some village planters. Councillors agreed the proposed cost of £35 per sign and that suitable wording be agreed with the Society. Councillors agreed to request that Paxman Services carry out selective clearance of vegetation and cleaning of signs when undertaking the Parish Council cleaning round.
12. Youth Club (SL, PK) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx)

### **REPORTS FOR NOTING** from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_carnival\\_fete\\_committee.aspx](http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx)
2. Churchyard Liaison (PB, PK, AG) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_2.aspx](http://www.staplehurstvillage.org.uk/sub_groups_2.aspx) Councillor Kelly said he and Councillor Butcher expected to meet the Rector on 22<sup>nd</sup> September. Councillor Gosling volunteered to support future meetings in case of need.
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting? Minutes of meeting 03/06/14 awaited. [http://www.staplehurstvillage.org.uk/headcorn\\_aerodrome.aspx](http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx)
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 18/09/14. Minutes of meetings 26/06/14 and 27/03/14 awaited. [http://www.staplehurstvillage.org.uk/jubilee\\_fields\\_users\\_group.aspx](http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx)
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 22/10/14. [http://www.staplehurstvillage.org.uk/kent\\_association\\_of\\_local\\_councils.aspx](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, NK, PS) Next meeting?
8. McCabe Day Centre (JB) Next meeting 24/09/14. [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx)
9. Neighbourhood Watch (JB) [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
10. Police/Parish Liaison (PB, PS) Next meeting 20/11/14. Minutes of meetings 21/08/14 and 27/05/14 awaited [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)

11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting 30/09/14? <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 09/12/14. Report of meeting 02/09/14 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 Patients' Participation Group (JB, RS) Report of meeting 22/01/14 awaited. [http://www.staplehurstvillage.org.uk/patient\\_participation\\_group\\_at\\_health\\_centre.aspx](http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx)
16. Staplehurst Primary School Liaison (AG, SL, BM, JR)
17. Staplehurst Surface Water Management Plan Group (NK) Next meeting?
18. Staplehurst Village Centre Trust (SL & PB) Next meeting? Reports of meetings 15/04/14 and 13/05/14 awaited. [http://www.staplehurstvillage.org.uk/village\\_centre\\_trust.aspx](http://www.staplehurstvillage.org.uk/village_centre_trust.aspx)
19. Village Sports & Social Club (PB) Next meeting? [http://www.staplehurstvillage.org.uk/ot\\_hers.aspx](http://www.staplehurstvillage.org.uk/ot_hers.aspx)

Chairman.....

**PUBLIC FORUM:** A resident of Chapel Lane said he was unhappy about the written consultation of residents concerning street lights and that he felt a meeting would have been more appropriate. He asked that the Parish Council represent the view of the parishioners.

**POLICE REPORT:** PCSO Gardner's report showed 12 crimes: 4 theft; 2 thefts from motor vehicle; 1 vehicle theft; 2 criminal damage; 1 attempted burglary; 2 burglaries.