

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 18th July 2016 at 8.15 p.m.

PRESENT: Councillors Ashby, Buller, Claridge, Gosling, Lain-Rose, Manning, Perry, Riordan, Sharp, Spearink and Silkin who was in the Chair.
Parish Clerk: Mr M J Westwood

APOLOGIES: Councillors Burnham, Butcher, Kelly and Reardon whose reasons for apology were accepted.

COUNCILLOR DECLARATIONS regarding items on the Agenda:-

Changes to the Register of Interests – none declared.

Interest in Items on the Agenda – Councillor Lain-Rose declared an interest in the Parade as it was the location of his employment.

Requests for Dispensation – It was agreed that a dispensation be granted to Councillor Lain-Rose to participate in a discussion and in any vote about the Parade (Section 33(2)(c) & (e) of the Localism Act 2011).

APPROVAL OF FULL COUNCIL MINUTES Minute pages 1544-1545 of 4th July 2016 were proposed for approval by Councillor Lain-Rose, seconded by Councillor Spearink, APPROVED by Councillors, signed by Chairman Silkin and made available at 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 Perry, the list of accounts for payment was APPROVED. Payments for the period 15 June to 7 July totalled £16,175.29; receipts for the period were £250.00.
2. Summation of Accounts to 7th July 2016 (for noting). NOTED by councillors and published at http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.
3. Christmas Lights Project – Report and recommendation for the 2016 display (for decision). Councillors discussed the RFO's report dated 7th July 2016 and AGREED to proposed expenditure of £8,169.10 for the purchase of 24 motifs, preparatory load-testing, installation and demounting in the High Street. They AGREED that installation should take place at the start of December. In making this decision they recorded that at this stage they wished to focus on achieving a display that would have more impact in a concentrated area but in due course they could consider extending the display.

CORRESPONDENCE & PARISH ISSUES for decision or noting:-

1. Consultation: Kent Waste Disposal Strategy 2017 – 2035 - Invitation to comment (consultation ends 02/10/16) <http://consultations.kent.gov.uk/consult.ti/WasteStrategyKCC/consultationHome>. NOTED by Councillors without further comment.
2. LGIU Councillor Achievement Awards – Invitation received via MBC to submit nominations (for decision – closing date 22/10/16). Chairman Silkin invited Councillors to consult the website <http://www.lgiu.org.uk/project/lgiu-cllr-achievement-awards-2016/> for further information and to advise the Clerk of any ideas for nominations.
3. Maidstone Local Plan – Correspondence from Kent Association of Local Councils Maidstone Area Committee (discussed at Maidstone KALC AGM 27th June) (for information and decision). Councillors noted that KALC Maidstone Area Committee had invited parishes to nominate as potential 'witnesses' people who had taken a keen interest in Maidstone Local Plan issues that were likely to be of particular relevance to the Inspector's examination. Councillors AGREED to ask the Chair of RSG if he would like his name to be put forward.

4. Marden Road Crossing – Issues covered in meeting with Taylor Wimpey 12/07/16 (for noting). Councillors NOTED that the meeting with Taylor Wimpey had identified a possible site for the crossing required under the planning condition attached to the Oliver Road site, being to the east of the current temporary traffic lights at the open end of Northdown. This would be subject to evaluation by relevant authorities.
5. Mayor's Charity Fundraising Event in Staplehurst – Invitation to event on 09/08/16 (for information). Councillors NOTED the invitation. Councillors Perry and Spearink said they would be attending.
6. The Parade – Proposal to apply for listing of the car park as an asset of community value (for decision) (SL-R). Councillor Lain-Rose said that the managing agent for the Parade had advised that the car park would be put up for auction after the remaining buildings. Councillors AGREED that Councillor Lain-Rose should seek a detailed plan and/or specification for use by the Parish Council to obtain a valuation.
7. Parish Surgery – (i) Verbal report on parish surgeries held 9 & 16 July (AG/CC): matters raised were the condition of the road surface south of the village and the potential demands that new housing would make on the PCSO's time; (ii) Appointment of representatives for future dates: 13th August Councillor Buller and 20th August Chairman Silkin.
8. Traffic Regulation Order – Supplementary information received from Kent Highways about the reasons for proposing a 50mph limit on the A229 between Knoxbridge and 350m south of Pinnock Lane (SPC had no objection – Mins 1530 & 1536) (for noting). Councillors NOTED the information received from Kent Highways which stated in summary: a lower limit such as 40mph would be considered abnormally low; it would increase the spread of speeds and the risk of collisions; it was therefore considered prudent to implement the proposed reduction to 50mph to see what effect it had.

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

1. Clerk's Report – The Clerk reported: (i) the Parish Council had signed the new lease document for Bell Lane toilet and completion by MBC was awaited; (ii) the Parish Council had signed the document to receive transfer of land between the A229 and Chestnut Avenue and completion of formalities by Croudace Homes was now awaited; (iii) the village caretaker had affixed a new 'No Parking' sign to the main gate at Jubilee Field; the caretaker had dealt with overgrowing vegetation along some village paths, which had nevertheless been reported to KCC as the responsible authority; (iv) OFSTED had met Play Place representatives to discuss arrangements for the summer play scheme and inspected the proposed venue at the school; both meetings had been positive; Play Place had advised bookings were progressing well.
2. Written Reports on Committee, Group and Project activities - for decision or noting
 - a) Neighbourhood Plan – Informative re Housing Policies and Related Sites (a response by SPC to the former examiner's interim report) (for noting). Councillors NOTED the document which the Clerk advised had now been posted on MBC's website (<http://www.maidstone.gov.uk/residents/planning/local-plan/neighbourhood-plans2>).
 - b) Staplehurst Housing Survey 2016 – Introductory Letter to accompany the survey (for approval). Councillors APPROVED the content of the proposed letter with the inclusion of the following words requested by the survey co-ordinator ACRK at the end of paragraph 2: 'definitions of affordable housing are detailed in Q15 of the survey. We would also like to assess the housing needs of older people, including owner occupiers who might want to downsize/move to more suitable housing'.
 - c) Wimpey Field Project – Issues covered in meeting with Taylor Wimpey 12/07/16 (for noting). Councillor Spearink said that advice would be taken from Twig Group (appointed contractors) about the best timing for the cutting work that the working group had identified should be done. Councillors NOTED Taylor Wimpey's intention

to level out the central part of the ditch to the east of the development to permit flow of water from north to south. Councillor Spearink said that this should be closely monitored.

- d) KALC Councillors' Conference – Chairman's report on conference held on 7th July (for noting). Councillors NOTED the Chairman's report of the conference (posted at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx) which had provided interesting food for thought about the challenges of devolution.
3. Verbal Reports from Committee/Groups/Councillors – for information only
 - a) Jubilee Field Management Committee (PB, PK, SL-R, JP, PR) Councillor Riordan reported that he had attended the committee's AGM on 14th July at which the Chairman and Secretary had stood down. Successors were being sought although responsibility for managing pitch allocations appeared to be in hand. The groundsman had identified that the mower would require servicing.

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

1. Borough Councillor's Report – Councillor Perry reported that MBC Planning Committee had approved three major applications for housing on Sutton Road. He had received some positive indications about the likelihood of the examiner's report on the Staplehurst Neighbourhood Plan being issued soon. He stated that MBC was looking into the removal of dog waste bins and the launch of a campaign to promote use of ordinary litter bins for dog waste.
2. PCSO Report – The report listed seven crimes in the month since the last report: one attempted burglary; one attempted burglary (other than dwelling); one theft; one vehicle interference; three criminal damage.

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

1. McCabe Day Centre (JB) – Minutes of meeting dated 07/07/16. http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx. Item deferred.
2. Staplehurst Health Centre Patient Participation Group (JB, AS, RS) – Minutes of meeting dated 06/07/16. http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx. Item deferred.
3. Transport Accessibility Group (BM) – Minutes of meeting 24/06/16. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx. Item deferred.

URGENT MATTERS (at Chairman's discretion, information only items for noting or for decision at a future meeting)

No items were raised.

SPECIAL MOTION & REPORT- STAFF ISSUES:-

1. To move that the public be excluded from item 2 due to its confidential nature – as no member of the public was present at this point in the meeting the motion was not moved. The Clerk left the meeting.
2. To consider Staff Group's report and recommendations on staff salaries and terms and conditions. *Councillor Gosling left the meeting during this item.* Councillors considered Councillor Lain-Rose's report dated 11 July 2016 and AGREED the following recommendations: (a) Proposed by Chairman Silkin, seconded by Councillor Lain-Rose, with effect from 19 June 2016 the SPC Pay Scales will be introduced (1 against, 1 abstention). (b) Proposed by Chairman Silkin, seconded by Councillor Lain-Rose, with effect from 1 April 2016 the Parish Clerk's pay will increase, as outlined in Councillor Lain-Rose's report (2 abstentions). (c) Proposed by Chairman Silkin, seconded by Councillor Lain-Rose, with effect from 1 April 2016 the Assistant Clerk's pay will increase, as outlined in Councillor Lain-Rose's report (1 abstention). (d) Proposed by Chairman Silkin, seconded by Councillor Lain-Rose, with effect from 1 August 2016 the Parish Clerk's contractual hours of work will increase to 37.5 hours per week (1 abstention). (e)

Proposed by Chairman Silkin, seconded by Councillor Lain-Rose, the Council will discuss with the RFO an amendment of the RFO's contract and provision of independent advice as set out in Councillor Lain-Rose's report (1 against, 1 abstention). Councillors took the opportunity to express their gratitude for the Parish Office team's hard work, professionalism and effectiveness and wanted to ensure that their efforts are valued by the Council.

Chairman.....

PUBLIC FORUM: Before the meeting the Staplehurst Flood Warden stated that he had attended a meeting of the Kent Flood Risk Management Committee. At the meeting Southern Water had discussed a drainage area plan due to be completed in 2017. He said that minutes of the meeting would be published on the KCC website.