

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 24th June 2019 at 8.20 p.m.

PRESENT: Councillors Bowden, Buller, Chapman, Forward, Lain-Rose, Langmaid, Miller, Perry, Rawlinson, Sharp, Spearink, Thomas, Walsh and Riordan who was in the Chair.
Parish Clerk: Mr MJ Westwood

APOLOGIES: none as all were present.

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 requested.

APPROVAL OF FULL COUNCIL MINUTES: Subject to the addition of the words 'Councillors Forward and Lain-Rose abstained' after the word 'APPROVED' in the 'Accounts for Payments' section on page 1765, Minute pages 1765-1769 of 3rd June 2019 were APPROVED by Councillors, signed by Chairman Riordan and made available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>.

FINANCE REPORTS

1. Accounts for payment – for approval. Proposed by Councillor Forward, seconded by Councillor Lain-Rose, the listed accounts for payment were APPROVED. Expenditure for the period 29th May to 19th June totalled £4,968.02; income for the period totalled £5,683.92.

<u>Approved Payments 29th May - 19th June 2019</u>	Amount
Buss Murton Law - Registration of Lease Bell Lane Toilets	118.00
KCS - Photocopier Rental Apr-June	192.25
Staplehurst Village Centre - Hall Hire May	42.00
Staplehurst Village Centre - Parish Office Lease May	350.00
Staplehurst Village Centre - Parish Office Lease June	350.00
Staplehurst Village Centre - Hall Hire June	84.00
Paxman Printing - Annual Report	431.00
Buss Murton Law - Land Registry Fee re Footpath KM312	40.00
Brad Hawkins - Wimpey Field Strimming April	100.00
Brad Hawkins - Wimpey Field Strimming May	80.00
GDPR-info Ltd - Data Protection Officer Service	420.00
Paxman Services (UK) Ltd - Bell Lane Toilet Clean/Open May	695.49
Paxman Services (UK) Ltd - Bell Lane Toilet Sundries May	91.69
SLCC - Annual Membership	416.00
ALCC - Annual Membership	80.00
Bioblitz - Wimpey Field	420.00
Commercial Services - Surrenden Field Mowing Mar/Apr	309.42
Maclin Pumps Ltd - 1/2 yr Pump Service	235.20
Staplehurst Small Plant & Mowers Ltd - Hedgecutter Repair	22.00
Polybags Ltd - Black Sacks	36.88
Lloyds Bank - Bank Charges May	7.15
Easyspace - Website Domain Name Annual Fee	29.80

PortalPlanQuest Ltd - Youth Club Gate Planning Application	137.00
E-on - Street Light Energy May	54.77
Countrystyle Recycling - Waste Collection May	78.72
MBC - Council Tax Room 1 June	61.00
MBC - Council Tax Room 2-3	71.00
TOTAL CURRENT ACCOUNT EXPENDITURE	4,953.37
TOTAL PETTY CASH EXPENDITURE	14.65

2. Summation of Accounts – for noting. NOTED by Councillors and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/financial-info/>.

CORRESPONDENCE & PARISH ISSUES for decision or noting:

1. Commemorative Seat – Request from Staplehurst Community Events Group to site a WW1 commemorative seat on Surrenden Field (for decision). Councillors NOTED that the Group had acquired a commemorative seat but had been unable to reach agreement with All Saints Church about locating it in the churchyard. Councillors expressed their wish to assist the Group and asked the Community Enhancement Group to review the pros and cons of possible locations and make a recommendation to Full Council.
2. Contractor Parking – Discussion of issues arising from off-site parking near new developments. Councillors NOTED that residents had complained about off-site parking relating to the Bovis Homes and David Wilson Homes sites, which was in breach of planning conditions. Chairman Riordan said that Parish Council representatives would be meeting David Wilson Homes on 2nd July. The Clerk confirmed that Bovis had yet to agree arrangements for a meeting. The Clerk said that when residents complained to the Parish Office, the Office asked them to send their comments also to the developers and MBC, as appropriate, to give these parties a truer idea of the scale of the problems. Councillor Perry suggested that speakers at MBC Planning Committee make members aware of the problems. Councillor Chapman suggested that, in extremis, anti-social behaviour orders and police involvement could be considered.
3. Donation – Letter of thanks from Maidstone & Weald Samaritans. NOTED by Councillors. Councillor Buller suggested inviting a representative to the 2020 Annual Parish Meeting.
4. Mayor's Garden Party – Invitation to send a representative to the Mayor's Garden Party on 24/07/19. Chairman Riordan said he was unable to attend on the scheduled date. Councillor Buller volunteered to attend.
5. Neighbourhood Plan Review Group Meetings – Proposal to hold future meetings at the Youth Club to provide ground floor access. RESOLVED: agree to the proposed arrangement; make a donation of £50 this year to the Youth Group; include the donation in the next annual review of donations.
6. Parish Council Surgery – (i) Oral report of surgery 22/06/19 – Councillor Perry said that a number of councillors had joined him and Councillor Bowden at the surgery; subjects raised were the condition of The Parade and Hen & Duckhurst Farm site activity; (ii) Appointment of representative at next surgery – 27th July Councillors Langmaid and Thomas to join Councillor Perry.
7. Street Names on Bovis Homes Site – Invitation from Maidstone Borough Council to suggest names for five streets on Bovis Homes' site north of Headcorn Road. After some discussion it was RESOLVED to recommend five names: Long Strakes (an old field name); Tyler (former landlords of the Railway Tavern); Slade (first woman to be chair of the Parish Council); Jull (World War One memorial); King (World War One memorial). It was NOTED that former Parish Council Councillor and Chairman Rory Silkin had provided some interesting comments that would be helpful when the policy was next reviewed.
8. Twenty's Plenty – Proposal to investigate a 20mph advisory scheme for roads in the vicinity of Staplehurst School. Councillor Sharp commented that she had seen a 20mph scheme

in operation in Edinburgh and felt it had considerable merit. *Chairman Riordan closed the meeting to allow a contribution from Mr Buller, member of the Parish Council's Road Safety Group and Speedwatch Team Leader.* He commented on the regulations that governed highways signage and suggested that the subject was an appropriate one for the Road Safety Group to consider. *Chairman Riordan reopened the meeting.* The Clerk highlighted that Kent Highways were reviewing how and where they could implement 20mph schemes and that the subject was also in the work programme of MBC's Strategic Planning and Infrastructure Committee. It was RESOLVED to refer the subject to the Road Safety Group for investigation. Councillor Buller appealed for new recruits to join the Group.

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

1. Clerk's Report – the Clerk reminded members about the Parish Council's stall at the fete on 29th June, which would include some historical information and photographs. He said the Parish Office team had been involved in meetings with the Internal Auditor, Kent Highways, Staplehurst's county councillor, the new Community Payback co-ordinator and Redrow Homes. A number of residents had complained about off-site parking and out-of-hours working at Hen & Duckhurst Farm. Kent Highways had notified the Parish Office that they were dealing with a complaint about advertising on street furniture at the High Street-Offens Drive junction. Information about a funfair operator wanting to use Surrenden Field had been passed to the Community Events Group. The Parish Office's broadband and telephone contract had been renewed at a reduced price. The new lease for Surrenden Field was yet to be signed, as solicitors were making corrections highlighted by the Clerk. Repainting of the Jubilee Field skate park was under way. Marden Parish Council's proposed neighbourhood plan had been issued for Regulation 16 consultation.
2. Written Reports on Committee, Group and Project activities - for decision or noting
 - 2.1. Communications Group – Minutes of meeting 28/05/19 <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/communications-group/> (for noting) and proposal for the issue of a new regular 'Chairman's update' on Facebook (for decision). The minutes of the Group's meeting were NOTED. Councillor Lain-Rose confirmed that he had agreed to be Chair of the Group in the absence of any other volunteers. Chairman Riordan discussed the Group's proposal for a regular video post on Facebook by the Chairman. Councillor Thomas said that the post should be subtitled to be properly accessible. Proposed by Councillor Walsh, seconded by Councillor Thomas, it was RESOLVED to publish a Chairman's video post on Facebook at approximately three-weekly intervals.
 - 2.2. Neighbourhood Plan Review Group – Minutes of meeting 22/05/19 (for noting) <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/neighbourhood-plan-review-group/>. NOTED by Councillors.
3. Oral Reports from Committee/Groups/Councillors – for information only.
 - 3.1. Village Groups' Volunteers – Chairman Riordan said that through his involvement with a number of village groups and organisations he had seen how short on volunteers many of them were. He asked councillors to do all they could to encourage participation.
 - 3.2. Weald of Kent Protection Society AGM – Councillor Lain-Rose said that he and Councillor Buller had attended the Society's AGM on 13/06/19.
 - 3.3. VE Day 75th Anniversary – Councillor Spearink said that a group of councillors and residents had held an initial discussion about anniversary celebrations and had generated many ideas. Councillor Lain-Rose asked that plans be factored into the Parish Council's budgeting process.

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

1. Borough Councillor's Report – Councillor Perry said that the Mayor was arranging a tea party for older residents at the Town Hall on 20th and 21st August. MBC was continuing to

work on its call for sites to inform its review of the Local Plan; he said the scheduled timing for release of information about the nominated sites was September 2019. Councillor Perry reported that MBC's Policy & Resources Committee would be meeting on 26th June and would discuss the proposed allocation of business rate retention funds to projects around the borough; one such allocation would be £36,000 towards 50% of the cost of floodlights at Jubilee Field, with the balance to be match-funded (source unspecified).

REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

1. Headcorn Aerodrome Consultative Committee – Report of meeting 11/06/19 (JP) and minutes of meeting 05/03/19 <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>. Councillor Perry's report and the meeting minutes were NOTED by Councillors.

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

None.

Chairman.....

PUBLIC FORUM: Before the meeting the secretary of the Neighbourhood Plan Review Group supported the request that the Group hold its meetings in the Youth Club. A resident asked the Parish Council to publish biographical information about its new members and made suggestions for activities to mark 125 years of parish councils (the latter topic to be discussed at the next Parish Council meeting). After the meeting a resident commented that in the 1980's a proposal for a sports hub in Staplehurst had been made but had not progressed.

Proceedings finished at 10.20pm.