

STAPLEHURST PARISH COUNCIL

AGENDA

FULL COUNCIL MEETING

Monday 18th October 2021 7.30p.m.

South Hall, Village Centre

Parish Office
Staplehurst Village Centre
High Street, Staplehurst
TONBRIDGE, Kent
TN12 0BJ

Parish Clerk
Miss A Smith

Tel
01580 891761

email

clerk@staplehurst-pc.uk

website

www.staplehurst-pc.uk

PUBLIC FORUM – Comments about items on the agenda may be sent to planning@staplehurst-pc.uk by 4.00pm on the day of the meeting. Attendees are requested to notify the Chairman of any intention to film, photograph or record during the meeting.

1. APOLOGIES

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

- 2.1. Declarations of changes to the Register of Interests
- 2.2. Declarations of Interest in Items on the Agenda
- 2.3. Requests for Dispensation

3. APPROVAL OF FULL COUNCIL MINUTES Pages 1944 – 1943 of 6th August 2021 available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>, to be signed by Councillor Riordan.

4. FINANCE REPORTS & PROPOSALS

- 4.1. Accounts for Payment – (for decision).
- 4.2. Summation of Accounts – (for noting). Web page: <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/financial-info/>
- 4.3. Welcome Back Fund
 - 4.3.1. Purchase of plants/bulbs for Parade and gateways etc – (for decision)
To approve the purchase of plants, bulbs and other flora for a total spend of £530 + VAT.
- 4.4. Appointment of Contractors for Wimpey Field gate alterations – (for decision)
To review the report from the Deputy Clerk and RFO and appoint the contractor to undertake the gate alteration work.
- 4.5. Tree Planting along local verges – (for decision)
To approve expenditure of up to £250 from the GSG budget to refund MBC for the purchase of 19 saplings to be planted along grass verges in the village, as identified in the report. MBC to take on responsibility for the trees after planting.
- 4.6. Payment to Play Place for provision of playscheme summer 2021 – (for decision)
To review the financial report for the Summer Play Scheme and approve payment of £875.00 + VAT for Play Place Ltd.
- 4.7. Road Traffic Surveys – (for decision)
To approve expenditure of up to £1500+ VAT for 4-week long traffic surveys on the 4 gateways into the village.

5. CORRESPONDENCE & PARISH ISSUES for decision or noting: -

- 5.1. Consultation request from MBC on their Community Safety 2022/23 - (for decision) – to decide if the Council wishes to submit a response and who will prepare the response.

5.2. Consultation request from MBC on Draft Statement of Licensing Principles – Gambling Act 2005 2022/2025 - (for decision)

To approve proposed response prepared by Councillor Hotson to the consultation.

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

6.1. Clerk's Report

6.2. Membership of Council Groups

6.2.1. (For Decision) To co-opt Councillor Hotson onto the Finance and Strategy Group, the Community Enhancement Group and the Employment Group. To co-opt Councillor Sharp onto the Employment Group.

6.3. Written reports on Committee, Group and Project activities - for decision or noting.

6.3.1. Communications Group – (for noting only) report of the meeting of the 30th September 2021.

6.3.2. Greener Staplehurst Group - (for noting only) report of the meeting of the 20th September

6.3.3. Neighbourhood Plan Review Group – (for noting only) report of the meeting of the 29th September 2021

6.3.3.1. To approve the request to MBC to conduct a survey and appraisal of the Staplehurst Conservation Area.

6.3.4. Road Safety Group (for decision) – (for noting only) report of the meetings of the 3rd September and 30th September 2021.

6.3.4.1. Highways Improvement Plan – (for noting) updated HIP from RSG to note.

6.3.4.2. RSG recommendation that all volunteers and other groups working on the A229 should wear hi-vis vests – (for noting)

6.4. Oral Reports from Committee/Groups/Councillors – for information only.

6.4.1. Oral Report from Councillors Perry and Lain Rose following the public meeting held by Helen Grant MP regarding the closure of High Weald Academy.

6.4.2. Chairman's Report – Oral report by Councillor Riordan.

7. REPORTS FROM OTHER COUNCILS, AGENCIES AND ORGANISATIONS for noting

7.1. Borough Councillors Report – Oral reports by Councillor Perry & Councillor Brice

7.2. County Councillor's Report – Report by County Councillor Parfitt-Reid

7.3. Police Report – September Report

7.4. KALC Maidstone Area Committee – (for noting) Minutes_of the meeting of 28th September 2021

8. REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

8.1. Headcorn Aerodrome Consultative Committee – (for noting) Minutes of the meeting of the 29th June 2021 & Meeting note from Councillor Perry for meeting of October 12th 2021.

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

10. SPECIAL MOTION & REPORT

10.1. To move that the public be excluded from item 10.2 due to its confidential nature.

10.2. To consider the Employment Group proposal regarding extra office hours worked by the Clerk.

Councillors are respectfully reminded that should they be unable to attend any Parish Council Meeting, of which this Agenda is a formal summons, they should notify the Parish Clerk with their apology and reason for non-attendance. Failure to do so for a continuous period of six months will result in automatic disqualification from the Council. Deadline for such notification to the Parish Clerk is by 4.00pm on the meeting day.



Miss A Smith
Parish Clerk
13/10/21

Parish Council Saturday Surgeries with Borough Councillor Perry (Staplehurst Library 10.00am – 12.00pm)
SUBJECT TO STATUS OF COVID-19 RESTRICTIONS

Date	Councillor
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Minutes & Agenda Circulation List:-

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|------------------------|---|---------------|---------------|-------------|
| Chairman Paddy Riordan | Vice-Chairman & Borough Councillor John Perry | Colin Bowden | Joan Buller | José Castro |
| Jon Grimwood | Eric Hotson | Sam Laln-Rose | Stuart McPhee | Adele Sharp |
| Richard Smith | Peter Spearink | | | |

County Councillor Lottle Parfitt-Reid

Borough Councillor Louise Brice

STAPLEHURST PARISH COUNCIL FUTURE MEETING DATES 2020-21 (Monday unless indicated)		
18 October	08 November	29 November
13 December	10 January 2022	