

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 20th October 2014 at 7.30 p.m.

PRESENT: Councillors Buller, Burnham, Gosling, Green, Kelly, Manning, Perry, Sharp, Spearink and Silkin who was in the Chair.
Parish Clerk: Mr M J Westwood

APOLOGIES: Councillors Ashby, Butcher, Kemp, Lain-Rose and Reardon whose reasons for apology were accepted.

URGENT ITEM: - None requested.

COUNCILLOR DECLARATIONS:

Lobbying – Councillors Buller and Spearink declared they had been lobbied about the local bus service. Councillor Buller declared she had been lobbied about Jubilee Field, the Neighbourhood Plan and caretaker activity.

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 Pages 1380-1383 of 6th October 2014 were proposed for approval by Councillor Green, seconded by Councillor Perry, approved by councillors, signed by the Chairman and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Summation of Accounts to 13 October 2014. Noted by councillors and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.
2. Accounts for payment for approval. Proposed by Councillor Burnham, seconded by Councillor Green, the list of accounts for payment was approved for payment (Councillor Kelly abstaining)
3. New Financial Regulations – Finance Group Recommendation 4.1 (3/10/14) for approval. Proposed by Councillor Green, seconded by Councillor Perry, the new financial regulations for the Parish Council were approved and made available at http://www.staplehurstvillage.org.uk/policies_information.aspx.
4. Assistant Clerk Cover Rate – Finance Group Recommendation 5.3 (03/10/14) for approval: the rate of pay for the Assistant Clerk when covering for the Clerk was agreed nem con by councillors.
5. Donations – Finance Group Recommendation 6.3 (3/10/14) for approval: donations of £120 to Kenward Trust, £250 to Kent Air Ambulance and £150 to CCDAS were proposed for approval by Councillor Kelly, seconded by Councillor Manning and approved by councillors nem con.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Neighbourhood Plan – *Chairman Silkin closed the meeting to allow a contribution from the Chair of RSG.* (1) Steering Group Report. The Chair of RSG stated that the development of the Neighbourhood Plan was at a critical stage: the next steering group meeting would be preparing recommendations to the Parish Council covering proposed responses to consultation comments, which in turn would help shape the position to be presented by Fera Urbanism at the feedback event on 12th November. He said he had obtained a copy of the Sainsbury's-MBC S106 agreement and that clarification was

needed about the proposed allocation of funds to provide supporting information for the Neighbourhood Plan; this has been and will continue to be pursued with MBC. He recommended that MBC be chased for a response on whether a Strategic Environmental Assessment Screening Opinion is considered necessary – Councillor Perry said he would pursue this. The Chair of RSG also proposed that the feedback received on the draft Neighbourhood Plan be published ahead of any comments from the Parish Council. Councillor Perry advocated including in the next version of the Neighbourhood Plan a specific new housing number considered appropriate for Staplehurst; he reminded Councillors that the Parish Council's response to the MBC Draft Local Plan had put forward a figure of 440. Chairman Silkin said he felt the Parish Council should demonstrate leadership and build a case for a defined figure such as 440. *Chairman Silkin reopened the meeting.* **Resolved:** (a) that 440 be adopted as a new housing figure for the next version of the Neighbourhood Plan and that Feria Urbanism be asked to construct a suitable case to underpin the figure (councillors voted nem con); (b) that feedback data and comments on the draft Neighbourhood Plan, redacted to remove individuals' names, be published on the village website (Councillors Burnham and Green voted against and Councillor Green asked that it be recorded he was against such publication because it represented an incomplete part of the process). (2) Feedback Event 12/11/14 - **Resolved:** Councillor Buller to ask the WI if they could provide catering at the event. (3) MBC Planning Transport & Development OSC 3/11/14: Councillor Perry said he planned to attend and speak at the event which would be dealing with concerns about how MBC is processing Neighbourhood Plans. (4) Invitation from Loose PC – **Resolved:** nominees to attend meeting being organised by Loose PC with connected parishes to be Councillors Buller and Green and the Chair of RSG (if 4th November) or Councillor Perry (if 6th November).

2. Maidstone Borough Council Update – Verbal Report (JP). Councillor Perry said that he was involved in a 'roadshow' that MBC was taking around the borough. The Local Plan is a major issue for MBC at present.
3. Caretaker's Report – Councillor Buller passed on thanks to the caretaker for his clearance work by the library and on the Station Road-Corner Farm Road footpath.
4. Environment Agency – Invitation from MBC to attend Members' Briefing 29/10/14. Councillors were asked to notify the Clerk if they wished to attend.
5. KALC Community Awards Scheme 2015 – Invitation to adopt the scheme. Councillors voted nem con not to participate and to reconsider in one year.
6. Planning & Travellers – DCLG consultation for comment. Councillor Burnham agreed to draft a response on behalf of the Parish Council for review at the next meeting.
7. Proposal for statutory consultation of councils re vehicle operator licences – KALC request. Councillors agreed to express support for the proposal submitted by Wingham Parish Council under the Sustainable Communities Act.
8. Rail Services in Maidstone Borough – Invitation from MBC to comment. Councillor Burnham agreed to draw up a response on behalf of the Parish Council.
9. Taylor Wimpey – Review of visit to proposed community site and agreement on next steps. Councillors Silkin and Green reported that a group of councillors had visited the proposed community site south of Oliver Road, accompanied by representatives from Taylor Wimpey and Medway Valley Countryside Partnership. They said that the visit had proved useful, helping consideration of Taylor Wimpey's invitation to the Parish Council to take on ownership and management of the site. The MVCP representative is to provide an idea of indicative running costs. Councillors agreed that Chairman Silkin and Councillors Kelly and Green should undertake negotiations with Taylor Wimpey and report to the Full Council. Having noted during the visit some issues around the construction site, councillors also agreed that they be raised with Taylor Wimpey when sending a letter of thanks for the visit.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting? Report of meeting 19/09/14 awaited. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx Councillor Spearink reported that the amended timetable for the revised school-time running order of buses 5 and 89 had for the most part been working well.
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting? Report of activity 15/10/14 awaited. http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, 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, SL, RS) Next meeting? http://www.staplehurstvillage.org.uk/policy_group.aspx
6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting 04/11/14. Report of meeting 03/10/14 posted at http://www.staplehurstvillage.org.uk/finance_group.aspx Councillor Perry reported that a quote for next year's mowing of the Jubilee Field had been received.
7. Playscheme (TB, JB, NK) http://www.staplehurstvillage.org.uk/youth_activities_1.aspx
8. Publicity & Website Group (TB, PK, MA, JB, NK, SL, JR) Report of meeting 30/09/14 awaited. http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillors agreed that publication of the Winter Village Update be targeted for the week of 24th November to allow for a report of the next Neighbourhood Plan event on 12th November.
9. Rural Settlement Group including Neighbourhood Plan (JP, JB, AS) Report of meeting 15/10/14 awaited. Minutes of meeting 10/09/14 posted at 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>
11. Village Enhancement Group (TB, PK, JB, PB, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx.
12. Youth Club (PK) Next meeting? 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
2. Churchyard Liaison (PB, PK) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_2.aspx Councillor Kelly said he was awaiting a revised budget for the next year.
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting? Minutes of meeting 07/10/14 awaited. Minutes of meeting 03/06/14 posted at http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 20/11/14. Minutes of meeting 18/09/14 posted at http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx . Councillor Buller said she had been advised of lighting outages in the vicinity of Jubilee Field. The Clerk said they were under investigation.
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
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 20/11/14. Report of meeting 24/09/14 awaited. http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx
9. Neighbourhood Watch (JB) 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
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting 08/12/14. Minutes of meeting 30/09/14 posted at <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
16. Staplehurst Primary School Liaison (AG, SL, BM, JR)

- 17. Staplehurst Surface Water Management Plan Group (NK) Next meeting? Report of meeting 02/10/14 awaited.
- 18. Staplehurst Village Centre Trust (PB) Next meeting? Reports of meetings 15/04/14 and 13/05/14 awaited. 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

Chairman.....

PARISH COUNCIL REPRESENTATION: Chairman Silkin advised he had received a letter from Councillor Lain-Rose that stated he would be stepping down from his roles as member of the Village Enhancement Group and representative on the Village Centre Committee. He asked councillors to consider volunteering for the latter role.

POLICE REPORT: PCSO Gardner’s report showed six crimes: two criminal damage, two thefts, one burglary other than dwelling, one aggravated vehicle taking.

PUBLIC FORUM: No other items were raised.

BOROUGH COUNCILLOR SURGERIES: Councillor Perry said he would be unable to run his scheduled October and November dates. Councillor Spearink said that as he would be running the Parish surgery on 25th October he would take a note of any borough issues and refer them to Councillor Perry.