

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 6th July 2015 at 8.05 p.m.

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

APOLOGIES: Councillors Butcher, Claridge, Kemp and Reardon whose apologies were accepted.

URGENT ITEMS: None requested.

COUNCILLOR DECLARATIONS regarding items on the Agenda:-

Lobbying – Councillors Buller and Burnham declared they had been lobbied about the Neighbourhood Plan. Councillors Buller and Spearink declared they had been lobbied about speed management on Marden Road.

Changes to the Register of Interests – none declared.

Interest in Items on the Agenda – Councillor Kelly declared an interest in cleaning of Bell Lane toilets and said he would withdraw during discussion of the item. Councillor Perry declared an interest in MBC's licensing strategy as a member of MBC's Licensing Committee.

Requests for Dispensation – none requested.

APPROVAL OF FULL COUNCIL MINUTES Pages 1444-1446 of 15th June 2015 were proposed for approval by Councillor Spearink, seconded by Councillor Sharp, approved by Councillors (Councillors Ashby, Kelly, Lain-Rose and Manning abstaining), signed by Chairman Silkin and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Neighbourhood Plan & Developer Meetings - *Chairman Silkin closed the meeting to allow contributions from members of the public.* The Chair of RSG commented that the steering group had held a conference call with Richard Eastham of FERIA Urbanism before meeting the MBC Spatial Policy Team to discuss finalisation of the Reg 16 version of the Staplehurst Neighbourhood Plan. He reported that the meeting with Gleeson Developments had been positive and he encouraged the Parish Council to be open to listening to developers' proposals to help become better informed. *Chairman Silkin reopened the meeting.*
 - a) Report on meeting of Steering Group and on meeting with MBC. Councillor Buller said that she had circulated a report on the meeting with MBC's Spatial Policy team and that there were some actions to be pursued as a priority in the next two weeks. The Clerk would make contact with the KCC Archaeological Officer and with one of the MBC planning officers responsible for Fishers Farm. Chairman Silkin observed that the remaining amendments to the draft Neighbourhood Plan would be minor and that early submission to MBC would assist MBC in managing the next stage.
 - b) Meeting with Gleeson Developments re Hen & Duckhurst Farm – the report of the meeting was noted by councillors.
 - c) Request for meeting re proposed development at Woodford Farm, Cross-at-Hand and (d) Request for meeting re Land south of Headcorn Road. Proposed by Councillor Kelly, seconded by Councillor Lain-Rose, councillors voted nem con to extend invitations to address members prior to a convenient Full Council meeting.
2. Borough Council Update – Councillor Perry discussed the formation of a Rural Alliance group of councillors who represented wards mainly to the south and east of Maidstone.

- Its aim was to press for action on issues of concern in these rural areas. He said that with the formation of the new committee governance structure it was important to ensure that key business was not overlooked, quoting by way of example the subject of tourism in the borough. *Chairman Silkin closed the meeting to invite Borough Councillor Brice to speak.* Councillor Brice advised that she was setting up a meeting to discuss economic development strategy. She reported that MBC had reinstated the Bell Lane verges on its grass-cutting schedule. *Chairman Silkin reopened the meeting.*
3. Caretaker's Report – The Clerk advised that the Caretaker was working hard to maintain fast-growing vegetation around Jubilee and Surrenden Fields.
 4. Consultations
 - a) Informal Consultation by DHA Planning on Marden Road Speed Limit. Chairman Silkin explained that DHA Planning was seeking informal views on possible speed control measures on Marden Road in connection with proposed development at Hen & Duckhurst Farm. He explained that any comments would inform an application for a Traffic Regulation Order on which there would be a formal public consultation by KCC. Councillors reviewed the draft proposal provided by DHA Planning and agreed to respond that they supported an extension of the 30mph limit and would like to see provision of a footpath but that they did not favour the use of speed humps.
 - b) Drainage and Local Flood Risk: KCC Draft Policy Statement – noted by councillors without further comment.
 - c) MBC Licensing Policy – Councillor Perry explained that MBC was consulting on draft changes to the existing policy. This was noted by councillors without further comment.
 5. Display Boards – Proposal to acquire boards for future displays. The Clerk presented to councillors examples of display boards and prices and explained that he was seeking guidance on the preferred type of board. Councillors expressed preference for a flexible and portable configuration that could display material at a height clear of ground level.
 6. KALC Clerks' Conference – The Clerk's report of the conference held on 17th June was noted by councillors. He explained that sessions on financial and regulatory matters and insurance had been particularly useful.
 7. Litter Collection – Proposal to acquire bag-openers to aid litter collection. Councillor Buller explained that County Councillor Hotson had kindly offered to contribute funding towards the acquisition of litter-bag holders which would make collection of litter much easier. Proposed by Councillor Silkin, seconded by Councillor Gosling, councillors voted nem con to acquire 20 sack holders for £170, noting with thanks that Councillor Hotson would contribute £100 towards this cost.
 8. Parish Surgery – Report on any issues raised on 27th June at the fete. Councillors reported that issues discussed included obtaining temporary planning permission, the open space at Oliver Road, instances of overgrown vegetation and SPC's approach to recommending street names. Councillors thanked Councillor Burnham for providing the photo displays.
 9. Toilets – Quotations for Specific Cleaning Work at Bell Lane. *Councillor Kelly left the meeting for the duration of this item.* Proposed by Councillor Buller, seconded by Councillor Perry, councillors voted with two abstentions to accept the quotations from Paxman Services for a special deep cleaning of Bell Lane toilets (£170) and cleaning of the gutters and the high-level windows (£25).

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting? Report of meeting 19/06/15 awaited. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx Councillor Spearink advised that a report of the last meeting would be issued shortly.

2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting? Report of meeting 22/06/15 awaited. http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, CC, TB, AG, PK, NK, RS, 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, CC SL, RS) Next meeting? http://www.staplehurstvillage.org.uk/policy_group.aspx Report and proposals on new structure for Groups and new format for meeting agendas. Chairman Silkin provided a verbal report on the Group's proposals relating to matters raised at the annual meeting of the Parish Council (Min 1436) as follows: (a) appoint a representative to cover economic and tourism issues – Cllr Spearink volunteered to undertake this role; (b) establish a Group to deal with staff issues – Councillors Buller, Kelly, Lain-Rose, Manning and Perry volunteered to form the Group, Councillor Lain-Rose agreeing to take on the co-ordinator role; (c) retain the separate planning committee; (d) appoint representatives to the Staplehurst Library Users Group – Councillors Buller and Manning volunteered; (e) establish a working group to manage the takeover and operational matters relating to the Taylor Wimpey Oliver Road green space – Councillors Kelly, Lain-Rose, Sharp and Spearink volunteered, Councillor Sharp agreeing to take on the co-ordinator role. Proposed by Councillor Silkin, seconded by Councillor Ashby, councillors voted nem con to approve all the listed proposals.
6. Finance Group (JP, TB, PK, PB, NK, SL, JR) Next meeting? http://www.staplehurstvillage.org.uk/finance_group.aspx
7. Playscheme (TB, JB, NK) Report of meeting 23/06/15. http://www.staplehurstvillage.org.uk/youth_activities_1.aspx The Clerk's report of a meeting with Play Place, covering operational matters, was noted by Councillors.
8. Publicity & Website Group (TB, PK, MA, JB, CC, NK, SL, JR) Next meeting? http://www.staplehurstvillage.org.uk/publicity_website.aspx
9. Rural Settlement Group (JP, JB, NK, AS) Next meeting 08/07/15. Report of meeting 03/06/15 awaited. http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx.
10. Staplehurst Village Centre Development Group (TB, AG, SL) Next meeting 16/07/15. Councillor Lain-Rose's report of the Group's initial meeting held on 25/06/15 was noted by Councillors.
11. Surrenden Playing Field Group (TB, PK, BM, JR, AS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Manning said that he and the Clerk had witnessed the repair of a drain blockage adjacent to the pavilion at Surrenden Field. During the work investigation had shown that a pipe ran under the school's land where it was badly cracked. The Clerk reported that the school was liaising with KCC who were investigating. He advised that he had in the meantime obtained a quotation of £1,930 for the repair work, although financial responsibility for the repair was as yet unclear. Councillors noted the information and agreed to await details of KCC's investigation.
12. Village Enhancement Group (TB, PK, JB, PB, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx.
13. Youth Club (PK) Next meeting? Report from Youth Worker 23 & 24 June http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx Councillors noted the report from the Youth Worker about the positive direction of the Youth Club's activities.

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) Next meeting? http://www.staplehurstvillage.org.uk/staplehurst_carnival_fete_committee.aspx Councillor Buller asked that the Council write a formal letter of thanks and appreciation to the Carnival & Fete Committee for this year's event.
2. Churchyard Liaison (PB, PK) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_2.aspx Councillor Kelly said he would be attending a liaison meeting soon with Mr Munn and would report back.
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 06/10/15. Report of meeting 09/06/15 posted at http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx

4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting?
http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (RS, PK, PB, JP) Next meeting 30/06/15.
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 16/07/15. Minutes of meeting held 21/05/15 posted at
http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx
9. Neighbourhood Watch (JB, NK) http://www.staplehurstvillage.org.uk/police_liaison.aspx
10. Police/Parish Liaison (PB, NK, AS) Next meeting 20/08/15. http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting July 2015 (t.b.c.).
<http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 01/09/15. Reports of meetings 02/06/15 & 03/03/15 awaited.
<http://www.staplehurstvillage.org.uk/others.aspx> Councillor Spearink said that Helen Grant MP had visited the Lodge. He said he was hopeful that measures would be taken to discourage pavement parking that made life difficult for residents.
13. Speed Watch (JB) <http://www.staplehurstvillage.org.uk/speedwatch.aspx>
14. Staplehurst Community Hub (JB) Next meeting?
15. Staplehurst Patients' Participation Group (JB, AS, RS). Next meeting 01/07/15.
http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx. Councillor Buller said she would ask Mr Kenworthy to contact the Parish Office to help obtain answers to questions raised with SECAMB about the proposed installation of a defibrillator at the library.
16. Staplehurst Primary School Liaison (AG, SL, BM, JR)
17. Staplehurst Surface Water Management Plan Group (NK, PS) Next meeting? Report of meeting 02/10/14 awaited.
18. Staplehurst Village Centre Trust (MA, PB) Next meeting? Report of meetings 11/11/14, 03/12/14, 06/01/15 and 24/02/15 awaited. http://www.staplehurstvillage.org.uk/village_centre_trust.aspx
19. Village Golf & Sports Club (PB) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>

SPECIAL MOTION & REPORT- STAFF ISSUES:-

1. Chairman Silkin explained that Council had to discuss an item of business relating to staff matters and moved that the public be excluded due to its confidential nature. Councillors voted nem con to approve the motion whereupon members of the public and the Clerk left the meeting.
2. Chairman Silkin outlined the Finance Group's report on staff salaries and described how the Group had come to its recommendations. Cllr Manning proposed and Cllr Spearink seconded a motion to accept the Finance Group's recommendations, which was passed unanimously.

Chairman.....

PUBLIC FORUM: No items were raised.