

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 16th September 2013 at 7.55 p.m.

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

APOLOGIES: Councillors Ashby, Green and Reardon whose apologies were accepted. Councillor Lain-Rose sent apologies after the meeting.

URGENT ITEMS: - Councillors agreed to take one item of urgent business relating to dispensations.

COUNCILLOR DECLARATIONS:

Lobbying – Councillors Buller, Gosling & Perry declared they had been lobbied about the Neighbourhood Plan. Councillors Buller and Perry declared they had been lobbied about local transport. Councillor Buller declared she had been lobbied about supermarkets.

Changes to the Register of Interests – none declared.

Interests in items on the agenda – none declared.

Requests for dispensation – none requested for this meeting but discussed under urgent business.

APPROVAL OF FULL COUNCIL MINUTES Pages 1293-1295 of 2nd September 2013 were proposed for approval by Councillor Butcher, seconded by Councillor Buller, approved by councillors nem con, signed by Chairman Perry and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Summation of Accounts to 6th September was circulated and noted.
2. Accounts for payment for approval. Proposed by Councillor Butcher, seconded by Councillor Kemp, the list of accounts for payment was approved nem con.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Urgent Item – Councillor Butcher advised that in advance of the next Parish Council meeting on October 7th dispensation requests had been submitted in writing by himself, Councillor Sharp and Councillor Kelly. The requests were to allow them to participate in discussion and voting on the subject of the Village Centre and were made in view of said councillors' roles on the Management Committee. As council procedures stated that such requests be considered in advance by the Chairman, Vice-Chairmen and Clerk and as one of the requests was from the Vice-Chairman he asked that Council consider the requests. Councillors agreed that dispensations be given for a period up to the date of the next Parish Council elections in 2015.
2. Neighbourhood Plan – *Chairman Perry closed the meeting to allow a contribution from the Chair of the Rural Settlement Group.* The Chair of RSG discussed the Visioning Event of 12th September. He said the consultants were happy with how the evening had run. He had fed back comments about the size of the working groups and the lack of representation from younger people; follow-up action with schools and KCC was agreed. Councillor Buller expressed thanks to the WI for help with refreshments and to the Chair of RSG for his work on the project to date. Chairman Perry said he would speak to Sobell Lodge about food for the October Forum. *Chairman Perry reopened the meeting.*

3. Bell Lane – Correspondence from a resident about measures to prevent parking on verges was noted. Chairman Perry said he was taking this up with ward councillors.
4. Bell Lane Nature Reserve & Pond – Councillors noted an update from Golding Homes about proposed ecological work at the reserve and pond. They agreed to give further thought to Golding Homes' request for suggested names for their proposed development off Bell Lane.
5. Caretaker's Reports – The Clerk advised the Caretaker had put up a CCTV sign at the Jubilee Field.
6. Churchyard Agreement – Chairman Perry said a date for a meeting with the Rector was still awaited.
7. Citizens Advice Maidstone – Councillor Manning said he would be attending the Annual Public Meeting on 23/09/13.
8. County Councillor Meeting – Chairman Perry discussed the latest meeting with County Councillor Hotson which covered a range of subjects. Councillor Hotson is to provide further details about a proposed interactive speed sign on the A229. On 8th and 9th October he plans to attend the Neighbourhood Plan Design Forum. Chairman Perry said he had asked for ward councillors' support in taking up with Arriva the shortfalls in the bus service.
9. Development Proposals & Issues – The Clerk advised that he and the Chairman had met Bacchus Partners who would soon be submitting proposals for development on land behind The Bell.
10. Kent Highways Parish Seminar 10/10/13 – No councillors present were available to attend as the date clashed with the Neighbourhood Plan Forum and other commitments. The Clerk undertook to contact Councillor Reardon.
11. Library Surgery – Councillors Spearink and Kemp reported on a very busy surgery on 14th September. Subjects raised included an environmental health issue in Bell Lane, parking in Station Road and traveller sites.
12. Section 106 – Councillors agreed to add street light improvements and reopening of Parade toilets to the list of proposed items.
13. Supermarkets – No news to report.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 20/09/13 http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting? http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, JP, PS) http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx Councillor Butcher asked that any councillor able to attend MBC Planning Committee on 19th September advise him accordingly.
4. Allotments Project Group (JP, TB, PK, JB, BM) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups_1.aspx Councillor Butcher advised he had asked Bovis Homes to consider the provision of allotments on their large potential development sites.
5. Strategy & Policy Group (JP, TB, PK, PB, SL, SG, RS) Next meeting? http://www.staplehurstvillage.org.uk/policy_group.aspx Councillors discussed a revised version of the proposed social media guidelines that had been discussed at Full Council on 2nd September (Min 1294). Proposed by Councillor Burnham, seconded by Councillor Buller, councillors voted by majority to accept the guidelines subject to Councillor Silkin's amendment of the paragraph fourth from the end to read "Councillors must never disclose confidential information that they obtain through their position as Councillor. Councillors and staff must abide by the Data Protection Act 1998 when using social media."

6. Finance Group (JP, TB, PK, PB, SG, SL, JR) Next meeting? Report of meeting 11/09/13 to be posted at http://www.staplehurstvillage.org.uk/finance_group.aspx . Chairman Perry discussed the report and recommendations of the Group's meeting of 11th September. Councillors agreed with the recommendation to accept the invitation to renew the Council's insurance policy and accept the 5% reduction in cost for a three-year agreement, with first premium therefore reduced to £4,330.79. Councillors agreed to the purchase of two banners at £60 each for use in promotion of the Neighbourhood Plan. Councillor Kelly said he was looking into posters for the events. Chairman Perry advised that he and the RFO had held a positive meeting with the internal auditor.
7. Playscheme (TB, JB, NK) Report of meeting 04/09/13 http://www.staplehurstvillage.org.uk/youth_activities_1.aspx Councillor Buller discussed the report of the review meeting held with Play Place. It was noted that attendance numbers had particularly fallen in the rising 5s age group. The Clerk had prepared a financial analysis which councillors agreed to discuss at the next meeting.
8. Publicity & Website Group (JP, TB, PK, MA, JB, NK, SL, JR) Next meeting? http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Buller advised that the next Village Update would contain a report on the Neighbourhood Plan.
9. Rural Settlement Group including Neighbourhood Plan (JP, MA, JB, AS) Report of meeting 11/09/13 awaited. 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> Councillor Burnham advised that Councillor Reardon had attended to a missing bolt in the play area fence and that a final quote for work on the play area surface was expected soon.
11. Village Enhancement Group (JP, TB, PK, JB, PB, SL, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx. Councillor Kelly reported that he and the Clerk had met a representative of Growing Concern and discussed winter arrangements for the planters.

REPORTS FOR NOTING from local community groups:-

1. Carnival & Fete (SL, BM) 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
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 01/10/13. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB) Next meeting 03/10/13. Report of meeting 27/06/13 awaited. http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 25/09/13. Report of meeting with MBC 09/09/13 to be posted at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
6. Kent Community Alcohol Partnership (PB) – Next meeting? Report of meeting 04/09/13 awaited.
7. Knoxbridge A229 Residents' Group (BM, NK, PS) Next meeting? Report of meeting 29/05/13 awaited.
8. McCabe Day Centre (JB) Next meeting 25/09/13 (AGM). Minutes of previous meetings posted at 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 19/09/13. http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. Sobell Cheshire Home (JP, PS) Next meeting 17/09/13. Report of meeting 02/07/13 awaited. <http://www.staplehurstvillage.org.uk/others.aspx>
12. Speed Watch (JB) Report of activity 03/09/13 <http://www.staplehurstvillage.org.uk/speedwatch.aspx> Councillor Buller advised that a reporter from the Kent Messenger was due to meet team representatives on 18th September.
13. Staplehurst Community Hub (JB) Next meeting?
14. Staplehurst Patients' Participation Group (JB, RS, PS) Next meeting 25/09/13. Report of meeting 31/07/13 awaited. Minutes of previous meetings at http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx
15. Staplehurst Primary School Liaison (SL, BM, JR)
16. Staplehurst Village Centre Trust (SL & PB) Next meeting? http://www.staplehurstvillage.org.uk/village_centre_trust.aspx

17. Village Sports & Social Club (PB) Next meeting? http://www.staplehurstvillage.org.uk/ot_hers.aspx
18. Youth Club (SL, PK) Next meeting? Report of AGM held 21/08/13 awaited.
http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx

Chairman.....

PUBLIC FORUM: No issues were raised.

POLICE REPORT: PCSO Gardner had reported four crimes: two thefts, one theft from motor vehicle, one aggravated vehicle taking. He requested any information and evidence to support reports of youths consuming alcohol in park areas. One local male had been arrested in relation to burglaries outside the village. The Parish CCTV cameras have been used this month in crime enquiries.