

MINUTES OF THE ANNUAL MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 19th May 2014 at 7.55 p.m.

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

APOLOGIES: Councillors Butcher and Reardon whose reasons for apology were accepted.

ELECTION OF CHAIRMAN: Councillor John Perry was proposed by Councillor Spearink, seconded by Councillor Burnham. In accepting the nomination Councillor Perry advised that if elected to the borough council he would be minded to step down from his role on the Parish Council; however, he said he would be happy to remain in office for some months to manage the transition to a successor. There were no other nominations so Councillor Perry was elected unopposed and signed the declaration of acceptance of office.

ELECTION OF VICE CHAIRMAN/MEN: Chairman Perry said that he felt having two vice-chairmen worked well. Proposed by Chairman Perry, seconded by Councillor Buller, Councillors Burnham and Kelly were elected unopposed.

URGENT ITEMS: - Councillors agreed to take two items of urgent business in relation to street lights and sale of alcohol.

COUNCILLOR DECLARATIONS:

Lobbying – Councillors Buller and Perry declared they had been lobbied about speeding on the A229. Councillors Buller and Sharp declared they had been lobbied about the proposed memorial to WW1. Councillors Buller and Lain-Rose declared they had been lobbied about sale of alcohol. Councillor Buller declared she had been lobbied about the Neighbourhood Plan and sewage in Marden Road.

Changes to the Register of Interests – none declared.

Interests in items on the agenda – Councillor Kemp declared an interest in the subject of sewage in Marden Road.

Requests for dispensation – none requested.

ANNUAL APPOINTMENTS OF COMMITTEE & FOCUS GROUP MEMBERS

1. Local Transport - Councillors Burnham, Manning and Spearink.
2. Staplehurst Emergency Help Team - Councillors Buller, Butcher, Kemp, Silkin and Spearink.
3. Planning Committee - Councillors Ashby, Buller, Burnham, Butcher, Gosling, Green, Kelly, Kemp, Perry and Spearink. Councillors agreed that, pending the return of Councillor Butcher, Councillor Burnham should continue as interim chairman.
4. Allotments Project Group - Councillors Buller, Burnham, Kelly, Manning and Perry. Resident John Kelly is also a member of this group.
5. Strategy & Policy Group – Councillors Burnham, Butcher, Kelly, Lain-Rose, Perry and Silkin.
6. Finance Group – Councillors Burnham, Butcher, Green, Kelly, Lain-Rose, Perry, Reardon.
7. Playscheme – Councillors Buller, Burnham and Kemp.
8. Publicity & Website Group – Councillors Ashby, Buller, Burnham, Kelly, Kemp, Lain-Rose, Reardon and Perry.

9. Rural Settlement Group – Councillors Buller, Perry and Sharp plus several resident members.
10. Surrenden Playing Field Group – Councillors Burnham, Manning, Reardon and Sharp
11. UpRockin - Councillors Butcher and Perry.
12. Village Enhancement Group - Councillors Buller, Burnham, Butcher, Kelly, Lain-Rose, Perry, Reardon and Sharp
13. Youth Club - Councillors Lain-Rose and Kelly

ANNUAL APPOINTMENTS TO LOCAL COMMUNITY GROUPS

1. Carnival & Fete – Councillors Lain-Rose and Manning
2. Churchyard Liaison - Councillors Butcher and Kelly
3. Headcorn Aerodrome Consultative Committee - Councillors Manning and Perry
4. Jubilee Field Management & Users Group – Councillors Butcher and Perry
5. KALC Area Committee (to include two voting representatives) Councillors Butcher (voting representative), Perry (voting representative), Kelly (reserve), Silkin and Spearink
6. Kent Community Alcohol Partnership – Councillor Butcher
7. Knoxbridge A229 Residents' Group - Councillor Manning (Councillors Kemp and Spearink as reserves)
8. McCabe Day Centre – Councillor Buller
9. Neighbourhood Watch – Councillor Buller
10. Police/Parish Liaison – Councillors Butcher and Spearink
11. River Beult Catchment Improvement Group – Councillors Kemp, Perry and Spearink
12. Sobell Cheshire Home – Councillors Perry and Spearink
13. Speed Watch – Councillor Buller
14. Staplehurst Community Hub – Councillor Buller
15. Staplehurst Patients' Participation Group - Councillors Buller and Silkin
16. Staplehurst Primary School Liaison - Councillors Gosling, Lain-Rose, Manning and Reardon
17. Staplehurst Village Centre Trust - Councillors Butcher and Lain-Rose
18. Village Sports & Social Club – Councillor Butcher

APPROVAL OF FULL COUNCIL MINUTES Pages 1345-1347 of 6th May 2014 were proposed for approval by Councillor Ashby, seconded by Councillor Silkin, approved by councillors nem con, signed by the Chairman and made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx.

ACCOUNTS & FINANCES

1. Approval of Audit Commission Annual Return to 31st March 2014 (Sections 1 & 2). Proposed by Chairman Perry, seconded by Councillor Green, sections 1 & 2 were approved by councillors with thanks to the RFO and Internal Auditor.
2. Summation of Accounts to 9th May 2014. Noted by councillors.
3. Accounts for payment for approval. Proposed by Councillor Lain-Rose, seconded by Councillor Manning, the list of accounts for payment was approved nem con.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Urgent Items – Councillors noted a representation from a Bell Lane resident about the planned decommissioning of a street light. Notwithstanding the concern, noting the initial decision had been taken after advice from KCC's lighting engineer, councillors agreed the decommissioning should proceed as planned. It was suggested KCC be asked whether there would be scope for residents to connect under their own arrangements. Councillor Buller asked about sale of alcohol at McColl at The Parade.

- Noting that a licence application had been made and granted and that the Parish Council was not a statutory consultee, councillors agreed no further action be taken.
2. Neighbourhood Plan – Arrangements for Reg. 14 Consultation. Chairman Perry advised that the Regulation 14 draft was being revised by Fera and that the Steering Group would be holding a conference call to discuss it this week. Councillors reviewed an indicative timetable leading to a six week consultation starting in June and to an event on 11th June. Noting that it would be challenging, they agreed to adhere to the schedule as far as possible. Councillors expressed broad support for establishing a new housing figure of 440 in the draft. Councillors agreed that the Parish Council's response to MBC's Draft Local Plan should be published on the village website.
 3. Caretaker's Report – no items to report.
 4. Flood Warden Scheme – Invitation from Environment Agency (for decision). Councillor Silkin said he would take the invitation to the Staplehurst Emergency Help team for discussion.
 5. Jubilee Field – Expression of Interest in Floodlights & Telecoms Scheme (for decision). Councillors agreed for the time being not to appoint Shared Access Ltd as agent to explore the possibility of siting mobile and wireless telecoms equipment at the field under the FA floodlight scheme pending investigation of further options. Councillor Burnham suggested a local contact with expertise in the industry.
 6. Library Surgery – Report (TB & PS). Councillor Burnham reported there had been two visitors who had discussed the MBC Draft Local Plan.
 7. MBC Overview & Scrutiny Committee – Proposal to submit Bus Service for review (PS). Councillors agreed to propose to MBC that its Overview & Scrutiny Committee look into the local bus service provision. Councillors Manning and Spearink agreed to be available as contact points.
 8. Parking Measures – Greenhill, Little Field & Poyntell Road. Councillors noted KCC's orders to introduce new waiting restrictions at Greenhill and Little Field and prohibition of stopping on the verge and footway in Poyntell Road.
 9. Sewage in Marden Road – Proposal for further intervention by SPC (BM). Noting the continuing failure of Southern Water to resolve the problem, councillors agreed to take up the matter again with the company and Helen Grant MP and to pursue the issue with the Environment Agency and Environmental Health officers.
 10. Speeding on A229 – Correspondence. Councillors noted a resident's letter relating to the speed and volume of motorcycle traffic last Bank Holiday weekend. Councillor Buller discussed the experience of Speedwatch at its Pinnock Lane site and agreed to put to the team a request from Chairman Perry to consider monitoring traffic on Maidstone Road.
 11. World War One Commemoration – Update on proposal (PS/PK). After discussion about site options for a commemorative bench or seat, Chairman Perry said he would raise the library site with County Councillor Hotson.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 20/06/14. http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting 19/06/14. Report of meeting 24/04/14 awaited. 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
4. Allotments Project Group (JP, 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? http://www.staplehurstvillage.org.uk/finance_group.aspx
7. Playscheme (TB, JB, NK) Next meeting 25/06/14 http://www.staplehurstvillage.org.uk/youth_activities_1.aspx

8. Publicity & Website Group (JP, TB, PK, MA, JB, NK, SL, JR) Next meeting? Report of meeting 25/03/14 awaited. http://www.staplehurstvillage.org.uk/publicity_website.aspx Councillor Burnham advised that there was a Parish Council Facebook page. Councillor Buller asked for assistance with delivery of the Annual Report and accompanying publicity to rural areas.
9. Rural Settlement Group including Neighbourhood Plan (JP, JB, AS) Next meeting 18/06/14. 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 (JP, TB, PK, JB, PB, SL, JR, AS) Next meeting? http://www.staplehurstvillage.org.uk/sub_groups.aspx.
12. Youth Club (SL, 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
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 03/06/14. http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, PB) Next meeting? Minutes of meeting 27/03/14 awaited. http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting 28/05/14. http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx Councillor Kelly agreed to attend the next meeting on 28th May.
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?
8. McCabe Day Centre (JB) Next meeting 17/07/14. Report of meeting 15/05/14 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 28/05/14. Report of meeting 20/02/14 awaited. http://www.staplehurstvillage.org.uk/police_liaison.aspx
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting 08/07/14 (provisional). <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 03/06/14. <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 Village Centre Trust (SL & PB) Next meeting? Reports of meetings 15/04/14 and 13/05/14 awaited. http://www.staplehurstvillage.org.uk/village_centre_trust.aspx
18. Village Sports & Social Club (PB) Next meeting? http://www.staplehurstvillage.org.uk/ot_hers.aspx

Chairman.....

PUBLIC FORUM: Before the meeting a resident commented on the car advertising at the junction of Hurst Close and Headcorn Road.

POLICE REPORT: PCSO Gardner's report showed 7 crimes: 1 burglary; 1 burglary other than dwelling; 1 theft from motor vehicle; 1 theft of motor vehicle; 1 going equipped for theft; 1 criminal damage; 1 theft.

LIBRARY SURGERY: On 14th June Councillors Buller & Silkin, subject to arrangements for the next Neighbourhood Plan event.