

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Monday 16<sup>th</sup> March 2015 at 7.55 p.m.

**PRESENT:** Councillors Ashby, Buller, Burnham, Green, Kelly (until the point indicated in the minutes), Kemp, Manning, Perry (from the point indicated in the minutes), Sharp, Spearink and Silkin who was in the Chair.

Parish Clerk: Mr M J Westwood

**APOLOGIES:** Councillors Butcher, Gosling and Reardon whose apologies were accepted. Councillor Lain-Rose's apologies were received after the meeting.

**URGENT ITEMS:** - None requested.

**COUNCILLOR DECLARATIONS:**

Lobbying – Councillor Buller declared she had been lobbied about the Neighbourhood Plan and buses.

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 1417-1420 of 2<sup>nd</sup> March 2015 [http://staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx). Councillor Kelly stated that he felt that item 4 Oliver Road Green Space (Min 1418) should be expanded. *Councillor Kelly left the meeting.* After discussion Councillors agreed to defer approval of the minutes until the next meeting. They also asked that a suggestion from Councillor Spearink about writing an account of the steps towards the Parish Council's decision to take on responsibility for the open space and woodland should feature at the next meeting as an agenda item.

**ACCOUNTS & FINANCES**

1. Accounts for payment for approval. Proposed by Councillor Kemp, seconded by Councillor Ashby, the list of accounts for payment was approved.
2. Summation of Accounts to 6<sup>th</sup> March 2015. Noted by councillors and published at [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx).
3. Parish Office IT Service Contract Renewal (Arron Services) – 2015-16 renewal for approval. Proposed by Councillor Green, seconded by Councillor Burnham, councillors voted nem con to accept the quotation of £420 from Arron Services for IT support for the Parish Office.
4. Subscription to Action with Communities in Rural Kent – 2015-16 subscription for approval. Proposed by Councillor Sharp, seconded by Councillor Spearink, councillors voted nem con to renew subscription at a cost of £65. Councillor Green observed that the Government had responded positively to public representations about threats to funding of the national organisation ACRE.

**CORRESPONDENCE & CURRENT ISSUES for noting or decision:-**

1. Neighbourhood Plan and Development Proposals – (i) Report on meeting re Fishers Farm. Councillor Green spoke further to a previously circulated report of a meeting with representatives of Redrow Homes (attended by Councillors Buller, Burnham, Green, Perry, the Chair of RSG and the Clerk). He reported that Redrow was clearly familiar with the content of the draft Neighbourhood Plan but disappointingly there was no planned integration of its proposal with that of Bovis to treat Fishers Farm as a single site. Councillor Perry said he had been disappointed by the company's approach to

- sewerage and drainage, which seemed to adopt a financial view and put the onus on Southern Water to determine appropriate conditions and costs. It was advised that Redrow is undertaking survey work on site and expects to submit an application for a screening opinion shortly before engaging in public consultation in May and submitting a formal application in summer. Councillors agreed that they wished to express their concern about the split handling of the Bovis and Redrow sites at Fishers Farm and requested Councillors Green and Silkin and the Clerk to write appropriately to MBC. (ii) Request for meeting re The Grange. Councillors noted a request from the owner of the Grange to present proposals for the site north of George Street and to the west of Maidstone Road. Proposed by Councillor Spearink, seconded by Councillor Manning, they voted by majority (Councillor Buller against) to receive a short presentation before a future Parish Council meeting. In so doing they noted that the proposed site had been rejected by MBC in the latest land call, was north of the railway line and outside the village envelope. (iii) Update from Steering Group – the Group will meet once it receives an updated version of the draft Neighbourhood Plan on which FERIA Urbanism is currently working.
2. Caretaker's Report – no issues to report.
  3. Election 2015 – Councillor Perry joined the meeting during this item. (i) Report on Information Events. Councillor Buller reported that there had been no visitors to either information event. (ii) Nominations Procedure. The Clerk reminded councillors that if they wished to stand for election they needed to return a completed nomination form in line with instructions previously issued. Councillor Perry offered to take completed forms into the Registration Services office in Maidstone.
  4. Borough Councillor Update – including Local Plan. Councillor Perry reported that the Regulation 19 consultation on the Local Plan would be a technical one during which infrastructure issues would come to the fore. He felt it was important that developers submitting proposals should not ignore existing problems. Councillor Spearink asked about litter on the A229 and Councillor Perry advised that this was being investigated.
  5. NALC Star Councils Awards – Invitation to submit nominations. The invitation was noted by councillors.
  6. Parishes Conference 21<sup>st</sup> March – Invitation from KALC to nominate attendees. Councillor Perry advised that as MBC Cabinet member he would be addressing the conference about the Parish Charter. It was agreed that Councillors Kemp, Silkin and Spearink and the Clerk should be nominated to attend.
  7. Pullen Farm Solar Array – Proposed community project (deferred item Min 1418). Councillors noted that another consultation exhibition had been scheduled for 26<sup>th</sup> March at Headcorn Village Hall to present plans of Novus Solar Development for a Solar Farm at Pullen Farm, Frittenden. Councillors discussed a question asked by Novus Solar development as to whether it would like Novus to submit a planning application for a smaller commercial project or to extend the application to include a community project. Councillors felt that deciding on submission was a matter for the company and agreed that the Parish Council did not wish to prejudice its consideration of any future planning application and therefore would not express support for submission of a community application or any other one.
  8. Village Centre Development Group – Proposed terms of reference for agreement. Councillor Burnham discussed previously circulated draft terms of reference for the Village Centre Development Group for which volunteers were being recruited 'with the aim of creating a facility which will meet the needs of the present and future community of Staplehurst to the year 2050' (clause 5 of the draft). Proposed by Councillor Green, seconded by Councillor Perry, Councillors voted to agree the draft subject to amendments: new clause 10(e) "To define the best governance arrangements for the construction, ownership and operation of the future centre and, if appropriate, set up

- (a) new bod(y/ies) to do so"; delete from clause 13(a) "(probably the SVCT)". Councillor Sharp abstained. Proposed by Chairman Silkin, seconded by Councillor Ashby, Councillors agreed that the Village Centre Development Group be asked to start work as soon as possible.
9. Village Clean-Up – Councillors Buller and Burnham discussed arrangements for the Clean-Up on 21<sup>st</sup> March and advised that although the Youth Club would be the base for the event, the North Hall kitchen and toilet facilities would be used.
  10. Waste Water Issues – Proposal to meet Southern Water & Southeast Water (JP & SG). Councillors discussed a proposal to engage directly with the Environment Agency, Southern Water and Southeast Water about water quality and infrastructure capacity. Councillor Kemp commented that the Environment Agency's own targets were an important factor as were financial considerations in suppliers' willingness and ability to deliver solutions. Councillor Kemp undertook to draft correspondence and liaise with Chairman Silkin to finalise it.

### **COMMITTEE & FOCUS GROUPS** – Reports and recommendations:-

1. Local Transport (TB, BM, PS) Next meeting 17/04/15. Report of meeting 20/02/15 posted at [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx)
2. Staplehurst Emergency Help Team (JB, PB, NK, RS, PS) Next meeting AGM 23/03/15. [http://www.staplehurstvillage.org.uk/kcc\\_emergency\\_planning\\_group.aspx](http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx) . It was confirmed that the AGM would take place in the North Hall.
3. Planning Committee (PB, MA, JB, TB, AG, SG, PK, NK, PS) [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx). Chairman Silkin agreed to attend MBC Planning Committee on 19<sup>th</sup> March to speak on behalf of the Parish Council about application 14/504649, KLH House, High Street.
4. Allotments Project Group (TB, PK, JB, BM) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_1.aspx](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](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](http://www.staplehurstvillage.org.uk/finance_group.aspx)
7. Playscheme (TB, JB, NK) [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx)
8. Publicity & Website Group (TB, PK, MA, JB, NK, SL, JR) Next meeting? [http://www.staplehurstvillage.org.uk/publicity\\_website.aspx](http://www.staplehurstvillage.org.uk/publicity_website.aspx). Councillor Buller asked for comment on the format of the Parish Council Annual Report. Councillors agreed that the current format and length should be maintained. She requested that councillors submit their personal contributions by 6<sup>th</sup> April. The aim is to issue the report at the start of June.
9. Rural Settlement Group including Neighbourhood Plan (JP, JB, AS) Next meeting 08/04/15. Report of meeting 04/03/15 posted at [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](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](http://www.staplehurstvillage.org.uk/sub_groups.aspx).
12. Youth Club (PK) Next meeting? [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](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](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](http://www.staplehurstvillage.org.uk/sub_groups_2.aspx)
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting? Minutes of meeting 03/03/15 awaited. Minutes of meeting 07/10/14 posted at [http://www.staplehurstvillage.org.uk/headcorn\\_aerodrome.aspx](http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx)
4. Jubilee Field Management & Users Group (JP, PB, PK) Next meeting 14/05/15. [http://www.staplehurstvillage.org.uk/jubilee\\_fields\\_users\\_group.aspx](http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx)
5. KALC Area Committee (JP, PB, PK, RS, PS) Next meeting AGM 29/04/15. Minutes of meeting 18/02/15 posted at [http://www.staplehurstvillage.org.uk/kent\\_association\\_of\\_local\\_councils.aspx](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? Reports of meetings 24/09/14 and 20/11/14 awaited. [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx)
9. Neighbourhood Watch (JB) [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
10. Police/Parish Liaison (PB, PS) Next meeting 21/05/15. Minutes of meeting 15/01/15 awaited. [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
11. River Beult Catchment Improvement Group (JP, NK, PS) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>
12. Sobell Cheshire Home (JP, PS) Next meeting 02/06/15. Report of meeting 03/03/15 awaited. Report of meeting 09/12/14 posted at <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) Next meeting 15/04/15. [http://www.staplehurstvillage.org.uk/patient\\_participation\\_group\\_at\\_health\\_centre.aspx](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? 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](http://www.staplehurstvillage.org.uk/village_centre_trust.aspx)
19. Village Golf & Sports Club (PB) Next meeting? <http://www.staplehurstvillage.org.uk/others.aspx>

Chairman.....

**PUBLIC FORUM:** No items were raised.

**POLICE REPORT:** PCSO Gardner's report for the previous month showed 10 crimes: 3 criminal damage; 4 burglaries from dwellings; 1 theft from a motor vehicle; 1 burglary from an industrial site; 1 theft of a cycle.