

## **MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL**

South Hall, Village Centre  
Monday 7<sup>th</sup> August 2023 at 7.30p.m.

### **Public Forum**

A younger resident raised safety concerns regarding the Skate Park and the need for a metal strip at the edge of the base as there is a gap which could be dangerous for younger users, photographs were handed out to show the area of concern. Gravel area also of concern. Suggested the need for flood lighting to enable winter/evening use. Skating now an Olympic sport and resident raised the mental and physical benefits of using the facilities for BMX, scootering and boarding. Thought the facilities were of great benefit.

Another resident pointed out safety code BS14974 for skate area.  
Look to this being an agenda item for future meeting.

### **Borough Councillor's Report (Standing Item):**

Cllr. Perry stated the MBC Local Plan Inspection is delayed due to a legal challenge regarding Heathlands Garden Village at Lenham. Due to this the Planning Inspector is not due to report back until the end of August.

Cllr. Riordan – resubmitted application to England Rural Prosperity Trust for a 16K grant for the Youth Club toilet renovation and has been advised this might have a better chance of success. Pleased to report Detling Parish Council is being supported by three Borough Councillors until elections next year. Waste Crime Team to crack down on fly tipping as part of a government incentive. MBC has opened an Echo Hub at The Mall with advice on greener living.

**County Councillor's Report (Standing item):** None.

**Co-option of Parish Councillor:** Deferred

### **PRESENT:**

Councillors Riordan, Perry, Alesi, Arger, Ash, Farragher, Martin, McLaughlin and Pett,

#### **1. APOLOGIES:**

Cllrs. Castro, Eerdeken, Hotson and Sharp. Accepted.  
Cllr. Mclean absent.

#### **2. COUNCILLOR DECLARATIONS regarding items on the Agenda:**

##### **2.1. Declaration of Lobbying**

N/A

##### **2.2. Changes to the Register of Interests –**

Cllr. Ash will complete new forms as now working

##### **2.3. Interests in Items on the Agenda –**

Cllr. Alesi, Cllr. McLaughlin, Cllr. Perry and Cllr. Riordan regarding JSF agenda items.

Signed.....Date.....

- 2.4. **Requests for Dispensation –**  
Agreed.

### **3. APPROVAL OF FULL COUNCIL MINUTES:**

Pages 2123 – 2128 of 17<sup>th</sup> July – proposed Cllr. Perry, seconded Cllr. Pett. Approved x 5.  
Abstentions: Cllr. Farragher, Cllr. Martin, Cllr. McLaughlin and made available at  
<http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>.

### **4. FINANCE REPORTS & PROPOSALS**

#### **4.1. Accounts for Payment**

Comment made regarding four late payments. Proposed Cllr. Farragher, seconded Cllr. McLaughlin. Approved x 8.

<b><u>Approved Payments 12th July - 1st August 2023</u></b>	<b><u>Amount</u></b>
Octopus Energy - Youth Club Electricity June	66.39
Hugh Harris t/a Fresh Air Fitness - Gym Equipment SF 2/2	9,545.40
HMRC - Tax & NI June	1,787.46
Polybags Ltd - Black Sacks Caretaker	50.14
Homeleigh Timber - Weed Killer Caretaker	6.06
KCC KCS - Photocopier Copy Charges Apr-Jun	127.74
County Fire Protection - Fire Equipment Service Youth Club	188.70
Arron Services - Norton Protection	42.00
Paxman Printing - Annual Report Artwork	180.00
Paxman Printing - Annual Report	798.00
Kieron Lehane - Repair Emergency Exit Door Youth Club	145.00
Payroll & Pension Costs - July	7,088.75
Choice Support - Village Planter Maintenance	410.80
Kent County Council - Youth Club Funday (YC Reserves)	1,500.00
Staplehurst Community Events Group - Beacon (CIL)	668.10
Village Golf & Sports Club - Donation re Toilets (CIL)	15,000.00
KSSAA - Annual Donation	200.00
CCDA - Annual Donation	200.00
KALC - Clerks Conference Sept 2022	72.00
KALC - The Dynamic Councillor Jan 2023	60.00
KALC - The Dynamic Councillor Jan 2023	120.00
KALC - Community Engagement Jan 2023	44.40
Miss C Lucas - Youth Club Cleaning July	80.00
Homeleigh timber - Bulk Bags x4 Community Payback	24.86
P&F Cleaning - Bell Lane Toilets Clean/Open/Sundries July	995.00
KALC - The Dynamic Councillor Jun 2023	60.00
Hugofox Limited - Silver Subscription August	23.99
Land Registry - Land Search Fee	3.00
Land Registry - Land Search Fee	6.00
Adobe Systems - Monthly Subscription July-August	19.97

Signed.....Date.....

Opus Energy - Surrenden Pavilion Energy June	24.72
Opus Energy - Bell Lane Toilet Energy June	23.14
Telecoms World - Winter Warm Rooms Mobile Phone Line July	11.99
Maidstone Borough Council - Council Tax Room 1 August	62.00
Maidstone Borough Council - Council Tax Room 2-3 August	72.00
Maidstone Borough Council - Council Tax Youth Club August	121.00
Arron Services - Hosted Exchange August	242.36
<b>TOTAL CURRENT ACCOUNT EXPENDITURE</b>	<b>40,070.97</b>

**TOTAL PETTY CASH EXPENDITURE** 9.03

4.2. **Summation of Accounts**

NOTED by Councillors. Web page: <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/financial-info/>.

4.3. **UPCOMING contracts:**

Quotes for electricity supply at Bell Lane toilets, Parish Office and Surrenden Pavilion. RFO recommendation with British Gas Light for a three-year period for these three sites. Proposed Cllr. Riordan seconded Cllr. Farragher. Approved x 8.

Contract Reviews/renewals Balanced Audio Visual £1,580.90, KCC – Kent Highways £30.00, Kent Pond & Tree Warden £50.00, Npower £876.05, South East PAT Testing £50 up to 50 items then £1 per item thereafter, Telecoms World £119.88, TV Licensing £159.00, is required for Youth Club.

Proposed Cllr. Riordan seconded Cllr. Martin. Approved x 8.

4.4. **Events:**

Christmas Lights – undertake streetlight load testing for festive lights - £1,260 plus VAT For 18 columns. Obtain a Licence £37 plus VAT.

To replace timers approximately £500 plus VAT.

Following discussion proposed Cllr. Arger seconded Cllr. Ash. Approved x 8.

Remembrance Sunday – approve temporary road closure licence 12th November 2023 £75, an extra road sign £78 plus VAT, Poppies on lamppost licence £37.

Proposed Cllr. Riordan seconded Cllr. Perry. Approved x 8.

Volunteers Awards evening – following discussion agreed the evening of 12th, 13th or 14th December subject to room hire. Proposed Cllr. Riordan seconded Cllr. Ash, Approved x 8.

5. **CLERKS REPORT ON OUTSTANDING MATTERS:**

Meeting closed to allow resident to comment item 2124 not correct as he had not been contacted regarding “cookies” query. Resident confirmed item 2067 – JF hedge cutting had been done.

Meeting reopened.

6. **PROPOSALS FOR DISCUSSION and DECISION:**

Signed.....Date.....

- 6.1. **To approve the Finance and Strategy Group recommendations to merge SCEnic and Youth Club working groups with the Terms of Reference.**  
 Cllr. Pett sought clarification on footpath KM312 and it was confirmed it runs at the back of Bathurst Road. Clarification sought on ownership of Marden Road grass verges. Tor item 3F to change footpaths and bridleways to Public Rights of Ways but some clarification required. Proposed Cllr. Riordan seconded Cllr. Alesi. Approved x 8.  
 Nominees: Ex Aficio Cllrs Riordan and Perry, Members: Cllrs Ash, Alesi, Castro, Farragher and Sharp. Proposed Cllr. Riordan seconded Cllr. Ash. Approved x 8.  
 If nominated Parish Councillor not available to attend and external "other groups and organisation" meeting allow a substitute Parish Councillor to attend. Proposed Cllr. Riordan seconded Cllr. Alesi. Approved x 8.
- 6.2. **Staplehurst Monarchs FC consultation report on Tannoy system:**  
 Following discussion and clarification on timings (7.45 kick off) on Wednesday evenings when the Tannoy would only be used in an emergency, agreed the use of the Tannoy system of one hour before, at half time and fifteen minutes after matches for announcements during matches or in an emergency. (Saturday afternoon, Sunday afternoon and Wednesday evening) Proposed Cllr. Arger seconded Cllr. Martin. Approved x7. Abstention x 1.
- 6.3. **Jubilee Field Main Pitch Fencing:**  
 Deferred.
- 6.4. **To replace and relocate SPC Noticeboard:**  
 Following discussion agreed in principle to relocating Noticeboard to Youth Club site, subject to KCC agreement and costings coming back to full council. Proposed Cllr. Riordan seconded Cllr. Mclaughlin. Approved by 8.
7. **CORRESPONDENCE:**  
 None
8. **PARISH COUNCIL REPORTS (from Committee/Groups/Office on specific issues or as regular update)**
- 8.1. **Chairmans Report:**  
 Progression on Cranbrook Road Bus stop, safe standing space, pathway and Pelican crossing. MBC has approved use of S106 monies.  
 KCC to carry out Road Traffic Survey asap though officer away until September.  
 KCC double yellow lines outside school should be done tomorrow as last day.  
 Potholes – some dealt with, and others awaited.  
 Family Fun Day at Surrenden Thursday August 10th. Cllrs. Arger, Ash and Mclaughlin available. To liaise with RG.  
 Pay Back Team due this weekend to paint planters Cllr. Alesi will liaise.  
 No meeting yet arranged with Cranbrook and Sissinghurst PC regarding High Weald Academy.  
 Horse traps on Surrenden Field and Wimpy Field to be brought back to full council

Signed.....Date.....

8.2. **Written Reports on Committee, Group and Project activities - for decision or noting.**

8.2.1. Planning Committee minutes of July 24<sup>th</sup> 2023. Cllr. Pett raised an issue with the road survey showing a deficit between leaving and returning traffic numbers.

8.2.2. Road Safety Group minutes July 17<sup>th</sup> 2023.

8.2.3. JFMC minutes to follow.

8.2.4. SCEnic meeting to be arranged.

8.2.5. 3g all-sports pitch working group minutes July 18<sup>th</sup> 2023.

8.2.6. Finance and Strategy Group minutes July 25<sup>th</sup> 2023. Cllr. Perry raised issue on the reserves showing no figure of spending.

8.2.7. NPR minutes July 26<sup>th</sup> 2023. Cllr. Arger raised the request going forward to Ofwater. The increased likely cost for the Housing Needs Survey.

8.2.8. Greener Staplehurst Group meeting to be arranged.

9. **REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)**

Staplehurst Emergency Help Team minutes July 13<sup>th</sup>, 2023.

Staplehurst PPG minutes held July 17<sup>th</sup>, 2023.

10. **URGENT MATTERS**

None

11. **SPECIAL MOTION & REPORT**

None

12. **Confidential.**

Meeting closed.

Resident raised concern over blocking access from Crowther Close to Scout Hut. The Fire Service do a yearly safety check on this. It was confirmed SPC financial information should be available to members of the public. The view was expressed that there should be optionality for youth groups.

Chairman.....

Proceedings finished at 9.30pm.

Signed.....Date.....