

MINUTES OF THE ANNUAL MEETING OF STAPLEHURST PARISH COUNCIL  
Virtual Meeting via Zoom video-conference  
Tuesday 4<sup>th</sup> May 2021 at 7.00p.m.

**PRESENT:**

Councillors Bowden, Buller, Castro, Gartan, George, Grimwood, Lain-Rose, McNeill, McPhee, Perry, Sharp, Smith, Spearink, Thomas, Riordan who was in the Chair and Parish Clerk, Miss A Smith.

**1. APOLOGIES:**

None.

**2. ELECTION OF CHAIRMAN**

2.1. Nominated by Councillor Perry, seconded by Councillor Spearink, Councillor Riordan accepted the nomination and, there being no other candidates, was elected unopposed and signed the declaration of acceptance of office.

**3. ELECTION OF VICE CHAIRMAN**

3.1. Nominated by Councillor Riordan, seconded by Councillor Spearink, Councillor Perry accepted the nomination and, there being no other candidates, was elected unopposed.

**4. COUNCILLOR DECLARATIONS: regarding items on the Agenda**

- 4.1. Declarations of Changes to the Register of Interests. None declared.  
4.2. Declarations of Interest in Items on the Agenda. None declared.  
4.3. Requests for Dispensation. None requested.

**5. APPROVAL OF FULL COUNCIL MINUTES**

5.1. Pages 1910 – 1915 of 26<sup>th</sup> April 2021 available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>. Proposed by Councillor Bowden, seconded by Councillor Buller it was RESOLVED to APPROVE the minutes.

**6. FINANCE REPORTS & PROPOSALS**

- 6.1. Proposals for Surrenden Field new pathway.
- a) Proposed by Councillor Lain-Rose, seconded by Councillor Spearink it was RESOLVED to APPROVE the installation of the new pathway as per the drawing and quotations.
- b) Proposed by Councillor Lain-Rose, seconded by Councillor Buller it was RESOLVED to APPROVE the licence for alterations from MBC for the new pathway.
- c) Proposed by Councillor Spearink, seconded by Councillor Lain-Rose, it was RESOLVED to APPROVE the appointment of Whites Landscaping for the contract value of £14,380.00 plus VAT.
- d) Proposed by Councillor Riordan, seconded by Councillor Lain-Rose, it was RESOLVED to APPROVE the Deputy Clerk and RFO apply for S106 monies to fund the project.

**7. APPOINTMENT OF COMMITTEE & GROUP MEMBERS**

7.1.1. Communications Group – Councillors Castro, Gartan, George, Grimwood, McPhee, Spearink, Riordan.

Chairman's initials .....

- 7.1.2. Community Enhancement Group – Councillors Bowden, McNeill, Sharp and Councillors Riordan and Perry ex-officio.
- 7.1.3. Employment Group – Councillors Bowden, Buller, Lain-Rose, McNeill, Riordan and Perry.
- 7.1.4. Finance and Strategy Group – Councillors Bowden, Buller, Lain-Rose, Perry, Riordan and Smith.
- 7.1.5. Neighbourhood Plan Review Group – Councillors Bowden, Buller, McNeill, Thomas, Riordan, Sharp, Perry.
- 7.1.6. Planning Committee – Councillors Bowden, Buller, Riordan, McNeill, Sharp, Smith, Thomas
- 7.1.7. Road Safety Task and Finish Group – Councillors Buller, McNeill, Sharp, Riordan.
- 7.1.8. Greener Staplehurst Group – Councillors Castro, George, Grimwood, McPhee, Riordan, Sharp, Smith, Thomas and Councillor Perry ex-officio.
- 7.2. It was AGREED for existing members of the public involved in groups to continue and to confirm their continued involvement with them directly. Membership would be formally approved at the next available meeting.

## **8. APPOINTMENTS TO LOCAL COMMUNITY GROUPS AND ORGANISATIONS**

- 8.1. Staplehurst Community Events Group – Councillor Sharp
- 8.2. Churchyard Liaison – Councillors George, Perry, Spearink
- 8.3. Headcorn Aerodrome Consultative Committee - Councillor Perry, (Councillor Riordan as deputy)
- 8.4. Jubilee Field Management Committee - Councillors McNeill, Perry, Riordan, Smith
- 8.5. McCabe Day Centre - Councillor Buller
- 8.6. Neighbourhood Watch - Councillors Buller, Thomas
- 8.7. Police/Parish Liaison – Councillor Riordan
- 8.8. River Beult Catchment Improvement Group - Councillors Bowden, George, Perry, Spearink
- 8.9. Sobell Cheshire Home - Councillors Perry, Spearink
- 8.10. Speed Watch - Councillors Buller, Sharp
- 8.11. Staplehurst Emergency Help Team – Councillors Bowden, Castro, Gartan, Riordan, Sharp
- 8.12. Staplehurst Fireworks Group – Councillors Grimwood, McNeill, Riordan
- 8.13. Staplehurst Library Users' Group - Councillors Buller, Castro, George, Sharp
- 8.14. Staplehurst Patients' Participation Group - Councillors Riordan, Sharp
- 8.15. Staplehurst Remembrance Day Group - Councillors Sharp, Spearink
- 8.16. Staplehurst Community Centre CIO – Councillors Bowden and Riordan to be the Parish Council's nominated trustees [Councillor Sharp is a trustee in an individual capacity]
- 8.17. Village Sports & Social Club – Councillor Gartan, Grimwood, Riordan
- 8.18. Youth Club - Councillors Lain-Rose and Castro [Councillor Perry remains a trustee]
- 8.19. KALC Area Committee - Councillors Lain-Rose, McNeill, Riordan and Smith as voting representatives [Councillor Perry sits as MBC Parishes Representative].

## **9. CORRESPONDENCE AND PARISH ISSUES**

- 9.1. Following a written request for the use of Surrenden Field to hold a Funfair in mid-June, after discussion it was RESOLVED to REFUSE the request.

Chairman's initials .....

**10. URGENT MATTERS** – None.

Chairman.....

**PUBLIC FORUM**

Two residents paid tribute to all the Councillors for their hard work, throughout the year and in particular to the Chairman. Another ex-Councillor resident advised that during her time she had found the KALC Area Committee meetings very useful.

Meeting closed at 8.00pm