

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 16th July 2018 at 7.35 p.m.

PRESENT: Councillors Ashby, Buller, Forward, Kelly, Lain-Rose, Manning, Perry, Riordan, Sharp, Silkin, Smith, Symes and Burnham who was in the Chair.
Parish Clerk: Mr MJ Westwood

APOLOGIES: Councillor Reardon.

COUNCILLOR DECLARATIONS regarding items on the Agenda:-
Changes to the Register of Interests – none declared.

Interests in Items on the Agenda – Councillors Lain-Rose and Riordan declared an interest in the item relating to Jubilee Field as they held positions on the Management Committee.

Requests for Dispensation – Councillor Riordan was granted a dispensation to speak and vote on the item of declared interest in accordance with section 33(2)(c) of the Localism Act 2011. Councillor Lain-Rose exercised the dispensation granted in accordance with section 33(2)(c) of the Localism Act 2011 on 04/12/17 (Min 1665).

APPROVAL OF FULL COUNCIL MINUTES Councillor Buller requested the insertion of 'to be considered' on line 12, item 2.3, page 1708, such that the sentence read 'Councillor Buller confirmed that funding for a review is to be considered in the budget'. Councillor Perry requested the insertion of 'Planning Committee' to clarify line 12, item 2.4, page 1708, such that it read 'Councillor Perry was firm in the view that the Parish Council Planning Committee should remain on a two-week cycle, similar to MBC'. Subject to these amendments, minute pages 1706-1709 of 2nd July 2018 were APPROVED by Councillors, signed by Chairman Burnham and made available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>. Councillors Ashby, Riordan and Silkin abstained.

FINANCE REPORTS

1. Accounts for payment - for approval. Proposed by Councillor Lain-Rose, seconded by Councillor Perry, the list of accounts for payment was APPROVED. Councillor Kelly abstained. Expenditure for the period 13th June to 10th July totalled £15,734.14.
2. Summation of Accounts – as at 10th July 2018 (for noting). NOTED by Councillors.
3. Purchase of Ride-on Mower – Details of proposed model (pursuant to SPC decision 18/06/18 Mins 1703-1704) (for approval). Councillor Riordan discussed details of a mower that in consultation with the Jubilee Field groundsman had been identified as suitable for maintenance of the Jubilee Field (second-hand Toro 3000, £6,000, 30-day warranty). Councillors considered that they needed more information about the available options. It was NOTED that short-term cutting could necessitate hire of a machine or engagement of a third-party contractor. It was RESOLVED to consult Staplehurst Mowers and to investigate and pursue the possibility of short-term (up to three months) hire of a mower within the limits delegated to the Chairman and Clerk under financial regulations (£500).

CORRESPONDENCE & PARISH ISSUES for decision or noting:

1. Local Plan Stakeholder Survey – Invitation from Maidstone Borough Council to respond to questions about the formulation of the Local Plan (for response by 05/08/18). Consideration of review by SPC Planning Committee, Neighbourhood Plan Review Group and Parish Office (requested by Full Council Min 1704) and Councillor Burnham's review (Min1388P). Councillors NOTED with thanks Councillor Burnham's review of the survey. Proposed by Councillor Silkin, seconded by Councillor Lain-Rose, it was RESOLVED that the Parish Office should complete the survey on the basis of the Councillor Burnham's comments.

2. Marden Neighbourhood Plan – Invitation to comment on Regulation 14 consultation version (deadline 21/07/18). Consideration of review by SPC Planning Committee and Neighbourhood Plan Review Group (requested by Full Council Min 1704) and Cllr Buller's review (Min1388P). Councillor Buller commented that the document covered some interesting policy areas but differed from the Staplehurst plan in that it was not specific about land use and contained just one map. It was RESOLVED to write to Marden Parish Council to extend best wishes for success with the plan and to ask that Staplehurst Parish Council be engaged at future stages too.
3. Parish Council Surgeries – Appointment of representatives for future dates. RESOLVED: 28th July – Councillor Silkin; 25th August: Councillors Ashby and Buller.
4. Parking in Gybbon Rise – Correspondence from resident. Councillors NOTED the correspondence received from a local resident and the Chairman's response. RESOLVED: ask Staplehurst's PCSO to attend and be a visible presence particularly at the start of the new school year; seek a meeting with school governors.
5. Rights of Way Improvement Plan – Invitation from KCC to participate in public consultation <https://consultations.kent.gov.uk/consult/ti/rightsofWayImprovementPlan2017/consultationHome> (deadline 12/09/18). Councillor Lain-Rose proposed that the consultation be reviewed by Community Enhancement Group, which was AGREED.

PARISH COUNCIL REPORTS (from Committee/Groups/Office on specific issues or as regular update)

1. Clerk's Report – The Clerk reported: a meeting had been held with the Data Protection Officer on 12th July and a report was expected by the end of the week; Finance & Strategy Group was to meet on 19th July; volunteers to help marshal the Wimpey Field Bioblitz event on 15th August would be welcome; Bovis Homes had advised they would be undertaking ecological and clearance works on its site north of Headcorn Road this year with a view to starting construction in early 2019; Southern Water had replied to questions about the Hen & Duckhurst site but had declined to meet as the company was awaiting details of the developer's proposal – Councillor Perry said he would ask Helen Grant MP to intervene. Councillor Buller asked that the Hen & Duckhurst planning consent be checked for references to traffic calming measures. The Clerk reported that the Parish Council's tree inspector had identified problems with two trees on land between High Street and Chestnut Avenue, which he said required remedial measures including felling of one tree; MBC's tree officer had been contacted.
2. Written Reports on Committee, Group and Project activities - for decision or noting
 - a. Community Enhancement Group – Report (for noting) and recommendations (for decision) of meeting 09/07/18. The report was NOTED and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/community--leisure-group/>. Councillor Perry enquired about the status of discussions about the freehold of Surrenden Field. Councillor Lain-Rose and the Clerk advised that MBC had rejected the Parish Council's final offer and was aware that responsibility for maintenance post-expiry of the lease would fall to MBC as freeholder. The subject will be further discussed by Finance & Strategy Group on 19th July with a view to sending a reminder to MBC. Recommendations: (i) Poppies on lamp columns to mark Remembrance Day to be arranged by Parish Office – expenditure £111.50. Proposed by Councillor Lain-Rose, seconded by Councillor Sharp, it was RESOLVED: an application for a licence to display poppies on the 24 lamp columns used for Christmas lights should be made to KCC (cost £26.50); a donation of £85 should be made to the Royal British Legion for a set of 450mm plastic poppies and ties for mounting on the posts; the installation should be arranged by the Parish Office; (ii) Wimpey Field -agree to Schedule of Works for 2018-19. Proposed by Councillor Lain-Rose, seconded by Councillor Smith, the Schedule of Works was APPROVED (published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/wimpey-fields/>). (iii) Wimpey Field: agree in case of need to fund replacement

of five ornamental cherries and crab-apple trees. Councillor Forward advised that the replacement trees would cost a maximum of £40 each. Proposed by Councillor Lain-Rose, seconded by Councillor Riordan, it was RESOLVED to fund replacements in the event they were to prove necessary.

- b. KALC Councillors Conference 10/07/18 – Report by Councillor Silkin (for noting). Councillor Silkin’s report was NOTED and published at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>.
 - c. Parish Council Meeting Frequency – Report and recommendation for implementation of a new schedule containing a reduced number of meetings (pursuant to SPC decision Min 1708). Councillors discussed Councillor Lain-Rose’s report dated 7 July 2018 which had been circulated before and also made available at the meeting. After some discussion, Councillors voted on whether to adopt the report’s Option 2 (Full Council every four weeks, Planning Committee every two weeks) or Option 3 (Full Council and Planning Committee every three weeks); it was RESOLVED by majority vote to implement Option 3 (Full Council and Planning Committee every three weeks), commencing August 2018 and to be reviewed after six months. The report’s proposal for a fifteen-minute interval between Planning Committee and Full Council meetings was not agreed.
3. Oral Reports from Committee/Groups/Councillors – for information only.
- a. Rural Business Forum – Councillor Riordan said that he, Councillor Symes and ward councillors had attended a Rural Business Forum arranged by Helen Grant MP and that he would submit a report to the next meeting of Full Council.

REPORTS FROM OTHER COUNCILS, AGENCIES AND ORGANISATIONS for noting: -

- 1. Borough Councillor’s Oral Report – Councillor Perry said that he would be putting forward a motion about the Community Infrastructure Levy at the meeting of Maidstone Borough Council on 18th July. The council is reviewing its Strategic Plan.

REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting): -

No items

URGENT MATTERS (at Chairman’s discretion, information only items for noting or for decision at a future meeting)

No items.

Chairman.....

PUBLIC FORUM: No items were raised.

Meeting closed 9.30pm.