

STAPLEHURST PARISH COUNCIL

MINUTES OF THE MEETING

6TH FEBRUARY 2023

Public Speaking

A resident raised concerns about the state of the grounds on the David Wilson Homes site – which have never been made to a good standard, it is either flooded or frozen – for the last two years. Clerk to contact MBC regarding planning conditions.

A resident raised concerns about the lack of parking at Church Green leading to the corner being dangerous and increasing the danger on the A229. Resident agreed to contact Clerk, confirm the facts and Clerk to help clarify issues then report back.

Reports from County and Borough Councillors

Cllr Riordan read out a statement from Cllr Parry – who was absent - “I should report that we are on track to meet our statutory requirement to achieve a balanced budget. Some significant savings have been made but the assumption still remains that the Borough Council portion of the Council Tax will need to increase by just under 3%, which is slightly less than 16p per week.. And with inflation still running at over 11% this still represents a significant decrease in real terms.”

Present: Cllrs Riordan, Buller, McPhee, Castro, Davidson-Houston, Alesi, Hotson, Eerdeken, McLaughlin, Cllr Farragher and Sharp.

1. APOLOGIES Cllrs Perry and McClean

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

1.1. Declaration of lobbying - NA

1.2. Declarations of changes to the Register of Interests - NA

1.3. Declarations of Interest in Items on the Agenda – Cllr Riordan and Cllr Hotson item 6.3

1.4. Requests for Dispensation: Agreed dispensation to Cllr Riordan and Cllr Hotson item 6.3

3. APPROVAL OF FULL COUNCIL MINUTES Pages 2056 – 2062 of 16th January 2023 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](http://staplehurst-pc.uk) minor amendment to 4.3 and 4.5 agreed, then they were proposed by Cllr McLaughlin and seconded by Cllr Buller and agreed unanimously. Duly signed by Councillor Riordan.

Cllr Hotson felt that the limited police reports were “No good too man nor beast” With the apparent increase in crime, lack of follow up by the Police plus the lack of action from the previous meeting with the Police it is a growing concern.

Chairman signature.....Date.....

Cllr Hotson proposed and Cllr McPhee seconded that the Clerk write to the Police and ask them to attend a Parish Council meeting.

4. FINANCE REPORTS

4.1. Accounts for Payment

Cllr Eerdekens proposed and Cllr Hotson seconded to approve the payment list below– agreed unanimously

<u>Approved Payments 11th January - 31st January 2023</u>	Amount
KCC Commercial Services - Office Stationery	111.40
Costcutters UK - Metal Benches x2	993.49
Homeleigh Timber - Thermal Latex Gloves, Caretaker	6.29
KALC - Allotment Law & Management Training RG	72.00
HMRC - Tax & NI December	1,868.75
Kieron Lehane - Bell Lane Toilet Repair Women's Door	90.00
Homeleigh Timber - Black Cable Ties	9.64
Arron Services Ltd - Monitor Adapter and VGA Cable JT	47.94
Kent, Surrey & Sussex Air Ambulance Trust - Annual Donation	250.00
Heart of Kent Hospice - Annual Donation	250.00
Community Centre for Debt Advice - Annual Donation	200.00
Citizens Advice Bureau Maidstone - Annual Donation	200.00
Samaritans Maidstone & Weald - Annual Donation	100.00
All Saints PCC, Parish Magazine - Annual Donation	75.00
Kenward Trust - Annual Donation	100.00
Involve Kent - Annual Donation	75.00
Staplehurst WI - October Clean-up Refreshments Donation	50.00
KCC - KCS Photocopier Rental Sept-Dec	177.46
Commercial Services Trading Ltd - Grounds Maintenance SF	68.28
Payroll & pension Costs January	6,527.68
Amazon UK - Stationery Parish Office	35.99
JBPH Contractors Ltd - Youth Club Drain Blockage	150.00
Glasdon UK Ltd - Litter Bins x5 Surrenden Field	3,071.64
KCC MVCP - Pond Clearing Wimpey Field	211.20
Sainsbury's - Tea & Coffee Parish Office	11.00
Adobe Systems - Monthly Subscription Jan-Feb	15.17
Argos Ltd - Office Mobile Phone	139.99
Opus Energy - Surrenden Pavilion Energy December	29.32
Opus Energy - Parish Office Energy December	331.49
Opus Energy - Bell Lane Toilet Energy December	32.15
Telecoms World - Winter Warm Rooms Mobile Phone Number	1.19
Business Stream - Bell Lane Public Toilets Water January	49.16
Lloyds Bank Charges - January	7.00
TOTAL CURRENT ACCOUNT EXPENDITURE	15,358.23

TOTAL PETTY CASH EXPENDITURE

10.25

Chairman signature.....Date.....

4.2. Summation – Summation and Balance sheet Noted

4.3. Donations – Thank you letters from Involve, Samaritans (Maidstone and Weald) Community Centre for Debt Advice, Kent Sussex Air Ambulance and Royal British Legion were noted.

5. CLERKS REPORT ON OUTSTANDING MATTERS

The main issue is the lack of response from Sainsbury's regarding the "Shuttle Bus" Clerk and Chairman to continue to chase and then escalate to Head Office if necessary.

6. PROPOSALS FOR DISCUSSION and DECISION

6.1 Confirm the Terms of Reference for the working groups

Following a discussion, the Road Safety Group Terms of Reference were deferred until the next meeting due to some late changes. Cllr McPhee proposed and Cllr McLaughlin seconded to approve the following – agreed unanimously

Resolution: To approve the Terms of Reference of the working groups as attached for the following;

1. Greener Staplehurst Group
2. SCEnic
3. Neighbourhood Plan Review Group
4. Communications group
5. Youth Club Group
6. Employment Group
7. Finance and Strategy Group

6.2 Pro's and Con's of promoting Councillor Basic Allowance

Following a debate where it was felt "raising awareness was more appropriate than promoting" Cllr Hotson proposed and Cllr Eerdeken's seconded an amendment "to ensure all prospective Councillors are made aware that allowances are available" – agreed unanimously

Then Cllr Hotson proposed and Cllr Eerdeken's seconded the motion below – agreed unanimously

to ensure all prospective Councillors are made aware that allowances are available

6.3 Council license Surrenden Field and Jubilee Field

Following a debate, the issue was split into two

The name of the "Designated Premises Supervisor" needs changing at Surrenden Field Cllr Sharp proposed and Cllr Farragher seconded the motion below

to change the name of the "Designated Premises Supervisor" at Surrenden Field to Patrick Riordan – agreed majority of 11 for , 0 against and 1 abstained (Cllr Riordan)

Cllr Sharp proposed and Cllr Eerdeken's seconded to make amendments to the Jubilee Field license

"Allow the use of the Jubilee Pavilion by Staplehurst Monarchs FC for SCEFL league / Cup matches (not training) and the Under 23 Development team league and cup matches (not training) for the following times: One hour before a match and 2 hours after a match

Chairman signature.....Date.....

That the Police need to be contacted
 That under 18 safeguarding must be in place
 That a sign, at the kitchen needs to show the approved times
 That a sign with "No alcohol or Cash kept on site" must be on the outside of the Pavilion
 The SMFC must seek to have a "Designated Premises Supervisor"
 Agreed majority 11 for, 0 against and 1 abstained

Cllr Sharp proposed and Cllr Eerdekenes seconded the motion below – agreed majority 10 for, 0 against and 1 abstained

Allow the use of the Jubilee Pavilion by Staplehurst Monarchs FC for SCEFL league / Cup matches (not training) and the Under 23 Development team league and cup matches (not training) for the following times: One hour before a match and 2 hours after a match

- That the Police need to be contacted
- That under 18 safeguarding must be in place
- That a sign, at the kitchen needs to show the approved times
- That a sign with "No alcohol or Cash kept on site" must be on the outside of the Pavilion
- The SMFC must seek to have a second "Designated Premises Supervisor"

7. CORRESPONDENCE & PARISH ISSUES for noting: -

7.1 Local resident letter noted

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

8.1. Chairmans Report – Oral report by Cllr Riordan

Cllr Riordan raised several points;

A meeting with South East Water – MP Helen Grant, plus County and Bourgh Councillors is taking place this week – will report back to next Council.

We need Working Groups to structure their meetings – i.e. once per month , then cancel if need be
 The we can retry booking via "Outlook"

Note Winter Warm initiative is stopping from Friday 17th February 2023 – Clerk to write to thank all those who supported the initiative.

Will chase up next meeting of the Patients Participation Group

8.2. Written reports on Committee, Group and Project activities - noted

Planning Committee – minutes of the meeting held 23th January 2023

SCEnic – Cllr Sharp – minutes of the meeting held 2nd February 2023 to follow

Finance and Strategy Group – next meeting 16th February 2023

3G all-sports Group – minutes of meeting held on 17th January 2023

Jubilee Field Management Committee – minutes of the meeting held on 24th January 2023

Road Safety Group – minutes of the meeting held 30th January 2023

Communications Group – meeting to arranged

Youth Club – meeting to be arranged

Greener Group – meeting to be arranged

Neighbourhood Plan Review Group – minutes of the meeting held on 11th January 2023

Chairman signature.....Date.....

9. REPORTS FROM LOCAL COMMUNITY GROUPS NA

10. URGENT MATTERS- at the discretion of the Chairman, information only items for noting or for decision at a future meeting NA

Close – 9:30pm

Chairman signature.....Date.....