

STAPLEHURST PARISH COUNCIL

COUNCIL MINUTES

19TH FEBRUARY 2024

Public Forum

A resident raised two points

1. The NDP Review group are meeting this week to review the draft Housing Needs Survey
2. That it should be Staplehurst health Centre not medical centre – page 2196 of the minutes 9th January 2024

Borough Councillor's Report (Standing Item):

Cllr Perry raised the following points;

- MBC Council meeting this coming Wednesday to approve 2024/25 budget, proposed increase of 3%
- There is to be an EGM next week to offer the Freedom of Maidstone to Alessio Russo
- That subject to the elections – Cllr Perry has been proposed as Deputy Chairman of Maidstone Borough Council for 2024/25

Cllr Riordan raised the following points;

- Liaised with Staplehurst Primary School and they are keen to support the Double Yellow Line initiative – the School Council were asking parents not to park cars
- Chasing up Electric Vehicle charging points at Bell Lane and potentially the Parade
- The Parade brickwork is due to start 18th March 2024 for a few weeks – hopefully as little disruption as possible
- The Planning application on Chainhurst "Chicken Farm" has been withdrawn on the advice of MBC planning officers due to new environmental impact assessments required on the River Beult and the flood plain.

Cllr Eerdeken's noted KCC have announced a 4.99% increase on Council tax.

Cllr Castro and Cllr Mclean noted that parents were parking on residents' driveways near Staplehurst Primary School and this is causing some conflict residents

Cllr Hotson noted that this has been going on for years – should we think outside the box and change the school drop off / collection point?

Cllr Hotson also asked about MBC / KCC staff working from home as it is so difficult to get hold of any officers?

Cllr Perry stated there were mixed views among MBC Councillors, no formal position.

County Councillor's Report (Standing item):

www.kentpolice.co.uk - for Police Report on Staplehurst

The link was useful but further detail was required to fully understand the situation, limited response from Police for extra information is causing frustration – Clerk asked to write to Police Commissioner.

Signed Chairman.....Date.....

Present: Cllrs Riordan, Ash, Pett, Hotson, Perry, Arger, Martin, Alesi Mclaughlin, Eerdeken, Castro, Sharp Mclean and the Clerk.

1. APOLOGIES: Cllr Farragher

Absent – Cllr Ahmed

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

- 2.1. Declarations of Lobbying - NA
- 2.2. Changes to the Register of Interests _ NA
- 2.3. Interests in Items on the Agenda - NA
- 2.4. Requests for Dispensation - NA

3. APPROVAL OF FULL COUNCIL MINUTES:

Pages 2191 – 2197 29th January 2024 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](https://www.staplehurst-pc.uk) note amendment page 2192, Billion not million and page 2196 should Staplehurst Health Centre not medical centre – Cllr Eerdeken proposed and Cllr Alesi seconded to approve the minutes with the amendments – agreed Majority; For 10 , Against 0 abstained 3. Duly signed by Councillor Riordan

4. FINANCE REPORTS & PROPOSALS

4.1 Payment list

Cllr Castro queried – Norton Security – Clerk to double check
Cllr Riordan proposed and Cllr Hotson seconded to approve the payment list below – agreed unanimously

<u>Approved Payments 25th January - 13th February 2024</u>	Amount
Castle Water - Youth Club Water Jan	45.49
Arron Services Ltd - Norton Security JT Desktop	42.00
CNB Housing Insights - Project Fee	1,860.00
Stationery	43.18
Stationery	1.14
Hugo Fox Ltd - Silver Subscription February	23.99
Choice Support - Planter Maintenance January	410.80
Bumbles Plant Centre - Plants & Compost GSG	32.30
KALC - Year End Workshop	36.00
KALC - Income & Expenditure Workshop	36.00
HMRC - Tax & NI January	1,895.45
Sainsbury's - Coffee Parish Office	9.50
Post Office - Stamps Village Update Spring x312 2nd Class	234.00
Npower - Street Light Energy December	135.06
British Gas Lite - Parish Office Electricity - Dec-Jan	242.30
Countrystyle Recycling - Waste Collection December	76.85
British Gas Lite - Bell Lane Toilet Electricity Dec-Jan	36.37
British Gas Lite - Surrenden Pavilion Electricity Dec-Jan	60.19
Sage Payroll - February	9.60
Arron Services Ltd - Hosted Exchange February	242.36

Signed Chairman.....Date.....

Lloyds Bank Charges - February	7.00
TOTAL CURRENT ACCOUNT EXPENDITURE	5,479.58

TOTAL PETTY CASH EXPENDITURE 3.15

4.2 Summation and Balance sheet - Noted

4.3 Business Rates Relief 2024/25

Following a debate where Cllr Pett raised the point can't we have Small Business Rate Relief on two buildings (Clerk double checked MBC only allow one building), Cllr Eerdeken's proposed and Cllr Pett seconded to approve the resolution below – agreed unanimously.

Resolution: To agree to transfer the Small Business Rates relief from Bell Lane Toilets to Jubilee Field Pavilion

4.4 Nicholson Walk Lights

Following a debate which noted that we are over budget but this is an urgent issue, the need to double check not glass covers, that if we do all the lamps no need to do item i. Cllr Arger proposed and Cllr Sharp seconded to approve the resolution below – agreed unanimously

Resolution: to;

1. agree to appoint Streetlights to replace all five lanterns at Nicholson Walk with LED lanterns for £1,750 plus VAT.

5 CLERKS REPORT ON OUTSTANDING MATTERS

The Clerk noted that the Sainsbury Shuttle Bus (2000) is now working. There is an article in Village Update, leaflets and social media to promote locally. We will need posters in Bus stops and Sainsburys itself. Cllr Eerdeken's enquired about monitoring usage of the long awaited shuttle bus – Clerk to clarify.

Cllr Ash raised the point (2067/PF) that Redrow have started planting – will keep an eye on progress as still some way to go. Also that no Bird / Bat Boxes have been installed.

Cllr Hotson – noted we have now received the Insurance from the Girl Guides (2183/6.9) – need to clarify their insurance company are ok with change of use. Also need to sort out the lease – either new lease or memo of understanding. Clerk noted to next meeting of JFWG and then onto Council.

6 PROPOSALS FOR DISCUSSION and DECISION

6.1 Standing item – 3G multi-sport pitch update - Noted

- i. The design work is progressing and the aim is for a draft design in near future for Council to consider
- ii. The business plan work is taking on board comments from the last Council meeting and will be reported back to Council prior to submission of planning application
- iii. The group will bring forward site management proposals, if the 3G project proceeds, to the next Council meeting

6.2 Headcorn Rd potential layby for car parking – deferred

Signed Chairman.....Date.....

6.3 **Parish Council Logo**

Following a debate there was general support to proceed as it was different and unique to Staplehurst rather than a standard "field scene". It is the motif on the Southern Door of All Saints Church, Staplehurst and reflects "Ragnorok, the Norse day of Judgement" It has been dated to 1050 and installed in All Saints Church at a later date.

The idea is to keep it Black and White for the Parish Council logo, the Clerk to liaise with the Church to clarify permissions. Cllr Castro proposed and Cllr Riordan seconded to approve the resolution below – agreed unanimously

Resolution: To ask Communications Group to finalise and report back to Council

6.4 **Chairmans Video**

Following a debate it was felt that the Video should be the Parish Council video, that to avoid any misunderstanding should not take place around election time - the first one should be by July 2024 then quarterly avoiding the Village Update and Annual Report. Cllr Arger proposed and Cllr Eerdekenes seconded the following motion

- a) Parish Council Video should reflect the work of the Parish Council, the process is;
- b) the Chairman draft's the text and circulates to all Councillors
- c) Councillors can add and amend
- d) it is then signed off by the Communications Group and Parish Office, then circulated to all Councillors.
- e) The Chairman makes the video – saved on a USB stick - hands to the Parish Office who then upload on the Parish Council's You Tube account, website, Facebook etc for all to share to promote.
- f) In 2024 – 19th July, 4th October and 20th December 2024 – then quarterly

Agreed majority For 13 Against 1 and abstained 1

Cllr Arger proposed and Cllr Eerdekenes seconded the following resolution below- agreed majority For 13 Against 1 and abstained 1

Resolution: to;

- i. Parish Council Video should reflect the work of the Parish Council, the process is;
- ii. the Chairman draft's the text and circulates to all Councillors
- iii. Councillors can add and amend
- iv. it is then signed off by the Communications Group and Parish Office, then circulated to all Councillors.
- v. The Chairman makes the video – saved on a USB stick - hands to the Parish Office who then upload on the Parish Council's You Tube account, website, Facebook etc for all to share to promote.
- vi. In 2024 – 19th July, 4th October and 20th December 2024 – then quarterly

7 **CORRESPONDENCE & PARISH ISSUES for decision or noting: - NA**

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

8.1 **Chairman's Report**

Meeting with KCC Highways – clarification on some matters and aiming to bring back a report – hence deferred item today

Has asked for damaged bollard in Parade to be repaired

Signed Chairman.....Date.....

A resident asked for information on installing a mirror to help coming out of exit, sent through legislation – challenging.

Forward information to EFS group from Worknest

Youth contract appointed – about 6 weeks

Bell Lane toilets blocked – thanked office for sorting out – but may need to sort out tree roots

Community Payback have been really useful in the Parish but need to train new “Supervisor” so may not be around for 6 months

Has a meeting with MP on the 3G pitch – awaiting a date

Sobell Lodge – no water on Friday so used some from the Youth Club. Note water is out of date May 2024 – can we generally distribute it? SCEG for running, Football clubs?

Scenic meeting – considering pavilion project

Staplehurst Youth Council – great idea – any Councillors wanting to support?

Playground gate in Surrenden Field, closure may need tightening – Clerk to chase.

8.2 Committee and working group minutes for noting

8.2.1 Planning Committee minutes of 5th February 2024

8.2.2 Road Safety Group next meeting 22nd February 2024

8.2.3 SCEnic meeting minutes 11th January 2024

8.2.4 Communications Group minutes meeting 25th January 2024

8.2.5 3G multi-sports pitch working group meeting minutes 15th February 2024 to follow

8.2.6 NDP Review Group minutes 31st January 2024

8.2.7 Employment, Finance and Strategy Group meeting minutes 13th February 2024 to follow

8.2.8 Jubilee Field Working Group meeting minutes 15th February to follow – Note Community payback team did some painting may need further work to resolve (JFMC)

8.2.9 Greener Staplehurst Group meeting to be confirmed

9 REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting) - No items

10 URGENT MATTERS

11 SPECIAL MOTION & REPORT – NA

A resident echoed Cllrs concerns about crime levels and lack of information.

Also suggested that the Electric Vehicle Charging / parking at Bell Lane should use the grass area to create 4 extra spaces.

12 Confidential

12.1 Allotment update

Noted the need to amend 12.4 (b) (iii) as current sheds on site provided by BDW are bigger than a structures in document – Clerk double check and forward measures to solicitors

General agreement to proceed and bring back report to next Council, include option if Council decide not to take on.

Meeting closed 9.30pm

Signed Chairman.....Date.....