

STAPLEHURST PARISH COUNCIL

AGENDA

FULL COUNCIL MEETING

Monday 4th November 2019

7.45p.m. South Hall, Staplehurst Village Centre

Parish Office
Staplehurst Village Centre
High Street, Staplehurst
TONBRIDGE, Kent
TN12 0BJ

Parish Clerk
Mr MJ Westwood

Tel
01580 891761

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clerk@staplehurst-pc.uk
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www.staplehurst-pc.uk

PUBLIC FORUM – At the beginning and after closure of the Parish Council meeting the Chairman will invite members of the public to speak for a maximum of 3 minutes each, relating to issues on the Agenda or about issues of local concern. Please state name and address prior to speaking. Attendees are requested to notify the Chairman of any intention to film, photograph or record during the meeting.

1. **APOLOGIES**
2. **CO-OPTION TO FILL COUNCILLOR VACANCY** followed by the signing of the Declaration of Acceptance of Office
3. **COUNCILLOR DECLARATIONS** regarding items on the Agenda:
 - 3.1. Declarations of Changes to the Register of Interests.
 - 3.2. Declarations of Interest in Items on the Agenda.
 - 3.3. Requests for Dispensation.
4. **APPROVAL OF FULL COUNCIL MINUTES** Pages 1790-1794 of 14th October 2019 available at <http://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/full-council/>.
5. **FINANCE REPORTS**
 - 5.1. Accounts for payment – for approval
 - 5.2. Summation of Accounts – for noting
 - 5.3. Finance & Strategy Group – Report of meeting 09/10/19 <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/finance--strategic-planning-group/> (for noting). Recommendations for renewal of contracts and subscriptions for next quarter per section 12 of report (for decision)
 - 5.4. Financial Regulations – Update of Parish Council's financial regulations following the issue of new model regulations by the National Association of Local Councils (for approval)
 - 5.5. Jubilee Field – Ratification of expenditure to repair lamp column (for decision)
 - 5.6. Jubilee Field Development – Consideration of financial information provided to support request for funding for development (Mins 1742-1743, 1791)
 - 5.7. Survey of Parish Trees – Proposal to commission a follow-up inspection of trees last surveyed in 2017-18 (for decision)
 - 5.8. Youth Club Gate – To approve payment for installation of gate and new post undertaken by Men's Shed (for decision)
6. **CORRESPONDENCE & PARISH ISSUES for decision or noting: -**
 - 6.1. Chapel Lane Street Lights – Discussion of Update Report and Proposal for Consultation
 - 6.2. Christmas Lights – Proposal to install Christmas lights at The Parade (for decision)
 - 6.3. Kent Association of Local Councils Annual General Meeting – Agenda and meeting papers for the KALC AGM on 30/11/19. Invitation to send to the meeting up to two voting delegates and up to two non-voting delegates (for decision).

- 6.4. Kent County Council 2020-21 Budget Consultation – Invitation from KCC to comment on council tax and spending priorities for 2020-21 <https://www.kent.gov.uk/about-the-council/finance-and-budget/our-budget> (for comment).
- 6.5. Kent County Council Rail Summit – Report by Mr Robin Oakley of event held 15/10/19 <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/> (for noting).
- 6.6. Maidstone Borough Local Plan Review – Discussion of information received from Maidstone Borough Council relating to Call for Sites
- 6.7. Maidstone Neighbourhood Watch – Invitation to attend AGM 27/11/19 (for decision)
- 6.8. Saxon Mead Development – To discuss correspondence from HML regarding access to and from Wimpey Field and Woodland
- 6.9. VE Day 75th Anniversary – Correspondence from Pageantmaster relating to activities planned for the weekend of 8-10 May 2020 (for noting)
7. **PARISH COUNCIL REPORTS** (from Committee/Groups/Office on specific issues or as regular update)
- 7.1. Clerk's Report
- 7.2. Written Reports on Committee, Group and Project activities - for decision or noting
- 7.2.1. General Data Protection Regulation – Review of policies: (i) Breach Notification Policy; (ii) General Privacy Notice; (iii) Internal Privacy Notice (for approval)
- 7.2.2. Greener Staplehurst Group – Recommendations relating to: (i) Programme of sowing wildflowers and planting bulbs; (ii) Recycling proposal; (iii) Correspondence from Maidstone Climate Emergency Network.
- 7.3. Oral Reports from Committee/Groups/Councillors – for information only
8. **REPORTS FROM OTHER COUNCILS, AGENCIES AND ORGANISATIONS** for noting
- 8.1. Borough Councillor's Report – Oral report by Councillor Perry
9. **REPORTS FROM LOCAL COMMUNITY GROUPS** (written reports for noting)
- 9.1. Headcorn Aerodrome Consultative Committee – Councillor Perry's report of meeting 15/10/19 (for noting) <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/reports-for-noting/>
- 9.2. Staplehurst Patient Participation Group – Report of AGM 09/10/19 (for noting) <https://www.staplehurst-pc.uk/community/staplehurst-parish-council-13607/staplehurst-health-centre/>
10. **URGENT MATTERS** - at the discretion of the Chairman, information only items for noting or for decision at a future meeting.
11. **SPECIAL MOTION & CORRESPONDENCE/REPORT:-**
- 11.1. To move that the public be excluded from item 11.2 due to its confidential nature
- 11.2. To consider nominations for the 2019 Staplehurst Merit Award

Councillors are respectfully reminded that should they be unable to attend any Parish Council Meeting, of which this Agenda is a formal summons, they should notify the Parish Clerk with their apology and reason for non-attendance. Failure to do so for a continuous period of six months will result in automatic disqualification from the Council. Deadline for such notification to the Parish Clerk is 6.30pm to the Parish Office answerphone before the evening meeting or e-mail by noon on the meeting day.

Mr MJ Westwood
Parish Clerk
30/10/19

Parish Council Saturday Surgeries with Borough Councillor Perry (Staplehurst Library 10.00am – 12.00pm)	
Date	Councillor
30 th Nov 2019	
28 th Dec 2019	

Minutes & Agenda Circulation List:-

Chairman Paddy Riordan
Mick Chapman

Vice-Chairman Borough Councillor John Perry
Sue Forward
Helen Miller
Natasha Thomas

Colin Bowden
David George
Zara Rawlinson
Caz Walsh

Joan Buller
Sam Lain-Rose
Adele Sharp

Peter Spearink

County Councillor Eric Hotson

Borough Councillor Louise Brice

STAPLEHURST PARISH COUNCIL FUTURE MEETING DATES 2019 (Monday unless indicated)
PLANNING COMMITTEE – 19:00 (7pm) followed by FULL COUNCIL
25 th November
16 th December