

# NEWINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 29 October 2019 in the Newington Room, Newington Village Hall.

Present: Cllr Debbie Haigh (Chair), Cllr Tony Mould (Vice Chairman), Cllr Dean Coles, Cllr Ryan Condron, Cllr Richard Geldard, Cllr Steve Godmon, Cllr Stephen Harvey, Cllr Elaine Jackson Cllr Eric Layer and Cllr Richard Palmer; and Mrs Wendy Licence (Clerk).

Also present were Ward Member Alan Horton and two members of the public.

## 1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr James Morgan (personal); apologies accepted. Apologies had also been received from County Councillor Mike Whiting (at another meeting); apology noted.

## 2. DECLARATIONS OF INTEREST

None were declared.

## 3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 SEPTEMBER 2019

Cllr Mould **PROPOSED** to accept the minutes as a true record of the meeting; **SECONDED** by Cllr Harvey: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record of the meeting.

## 4. MATTERS ARISING FROM THE MINUTES

Cllr Haigh thanked Cllr Palmer for organising the equipment for the Village Litter pick.

Cllr Haigh said the map of the Recreation ground has been purchased and the Council will apply for planning permission for the fence.

## 5. PUBLIC QUESTION TIME

*The meeting was adjourned for the Public Question Time.*

*A resident reported that a someone had filled their water tank from the hydrant in Playstool Road and that he had reported the matter to Sothern Water and PCSO John Cork.*

Cllr Jackson said this happens on a regular basis, Sothern Water has confirmed that only Kent Fire & Rescue Service are permitted to do this.

Cllr Coles said sweeper lorries are allowed to use the water and they have a licence to do this.

*Bags of dog waste are left on the Pavilion fence.*

Councillors agreed that Cllr Jackson can purchase a sign asking dog owners t use the bins provided.

*A resident said the construction vehicles using The Tracies to access the new development have had to mount the kerb to be able to turn into The Tracies. The kerbs have become compacted and there are now puddles. The work is due to be completed in the Summer of 2020 so the damage to the kerb will only get worse. Who is responsible for the pavement, the re-tarmac of the paths and the recalibrating of the kerbs at The Tracies?*

*ACTION: Clerk to contact Planning Officer and ask for a retrospective clause be added to the planning permission for the developer to restore the pavements.*

Cllr Jackson said that she had seen a large HGV entering Callaways Lane from the A2.

*ACTION: Clerk to raise with the Planning Officer*

Cllr Haigh said the situation will be monitored and KCC Highways will be informed that during the gas works on the A2 HGVs have been seen entering Callaways Lane.

Cllr Coles reported that 40-ton HGVs are going up Bull Lane from the A2 and a convoy of three HGVs have been seen at 7am.

*ACTION: Clerk to contact KCCllr Michael Payne and copy KCCllr Whiting into the email.*

Cllr Coles said there is a 7 ½ ton restriction sign at the top of Church Lane and signs should also be on Bull Lane and Playstool Road.

*ACTION: Clerk to raise with SGN*

## **6. VISITORS**

### i. Borough Councillors

Cllr Harvey reported he had copied SBCllr Horton into the email raising concerns with SGN regarding the problems on the A2; SGN has stated the traffic management company has addressed the issues although details of five occasions have been sent when the temporary traffic lights were not manned. SGN have said no issues have been raised by Parish Councils and the PCSO's concerns have been forwarded to them. There were no signs from the Golf Club or The Barnyard informing patrons of the route to be used.

SBCllr Horton thanked Cllr Harvey for keeping him informed of the situation. The issues at Upchurch are now historic as the works will move to the next junction. There was a sign outside the Golf Club but this only lasted two days and opposite The Barnyard there was a one-way sign when it clearly was not. Upchurch Parish Council has been dealing with these matters.

Cllr Jackson said there is concern that all the signs on the A2 have fallen down and there needs to be permanent signs.

Cllr Palmer reported that he had raised the issue with KCC Highways who have acknowledged that they should have put permanent signage on the A2.

SBCllr Horton said the issue reported to the PCSO regarding theft of water needs to be reported to 101 and a crime number raised.

Cllr Haigh thanked SBCllr Horton for attending and for his report.

SBCllr Palmer reported that KCC Highways have agreed to replace the illuminated sign on the A2 and that he is following this up. Overgrown vegetation has been reported to KCC Highways.

SBCllr Palmer said that he has spoken to swale Borough Council regarding an improvement notice for The Holme and this will take three to four weeks. There is a Conservation Area Review being undertaken in Newington. Swale Borough Council has funding regarding Brexit to be used to improve village halls for the storage of food and medicines and this could be used for the Pavilion.

Cllr Haigh said the Parish Council could express an interest.

SBCllr Palmer said a resident had contacted him regarding loose manhole covers on the A2, this has been reported but nothing happened and a video of the problem was sent and the issue was fixed. There has been an anti-idling campaign at Newington School asking parents to turn off their engines. The issues with the green and blue bins have been resolved but the problems with the brown bins have not, this is being chased.

SBCllr Palmer reported that parking tickets have been issued at the Village Hall car park and that he had sent photos of the sign which is inadequate. Parking Enforcement has agreed to suspend further enforcement until better signage has been installed but they will not cancel tickets which have already been issued.

Cllr Haigh thanked SBCllr Palmer for his report.

### ii. County Councillor

KCCllr Whiting was unable to attend the meeting but sent the following report

*My report for tonight's meeting is pretty sparse insofar as one topic has again dominated my postbag - and it is not Brexit!*

*I have had dozens of letters from residents regarding the roadworks and have answered each or had SGN / KCC answer.*

*While I am pleased that the 30mph limit and HGV bans in side lanes are in place, I remain unhappy about the signage and the lack of an enforceable HGV ban on the A2. Highways England are currently refusing to allow the M2 to be used instead of the A2 for HGVs and I am questioning that decision.*

*Phase two, around Mill Lane, Hartlip, is the next phase which was on hold until there was clarity over a no deal Brexit. It seems parliament has now decided it will delay all this until 31 January so I hope phase two can start soonest. My understanding is they will close Mill Lane for the duration of the phase and have two sets of lights 900m apart. I have seen a draft traffic management plan, and await their final thought on signage and enforcement – I will be pushing for the maximum*

Cllr Haigh thanked KCCllr Whiting for his report

## **7. PLANNING**

### i. To receive an update

Ref: 19/503528/FULL The Vicarage, Church Lane, Newington, ME9 7JU

Proposal: Demolition of existing garage, outbuilding and boundary wall. Erection of 3no. detached, three bedroom dwellings with associated landscaping, parking and access.

Cllr Harvey reported that a decision is yet to be made and will possibly be considered by Swale Planning Committee. There were forty-two objections to the last proposal but only three this time. The setting of the house is right in its garden.

Ref: 19/504153/FULL Land Rear Of 148 High Street, Newington ME9 7JH

Proposal: Conversion of former agricultural barn to a dwellinghouse, including demolition of existing feed and bedding stores and erection of a single storey extension to form an annexe, with associated car parking and access driveway.

Cllr Harvey informed Members that the application has been refused.

Ref: 19/503737/SUB Land Adjacent To 5 The Tracies Newington ME9 7TQ

Proposal: Submission of Details to Discharge Condition 4, 5, 6,7,10,15

(From application 18/505315/FULL : Erection of 5no. detached houses with associated access and parking including detached carport to Plot 2. Application permitted Wednesday 1 May 2019)

Cllr Harvey said a decision is yet to be made.

Ref: 19/503819/FULL Land Adjacent To Cromas, Callaways Lane, Newington ME9 7LX

Proposal: Erection of a detached residential dwelling (revised scheme to 18/506309/FULL).

Cllr Harvey said the Parish Council asked for the application to be removed from the Swale Planning agenda as it felt concerns had been addressed and the application has been approved.

Ref: 19/502206/FULL 61 Playstool Road, Newington ME9 7NL

Proposal: Retrospective application for the erection of a first floor rear extension, loft extension and lean to roof at front and side of dwelling (resubmission of 18/502531/FULL).

Cllr Harvey said the application has been refused although an appeal could still be lodged.

Ref: 19/503203/FULL Land At 6 Ellens Place, Boyces Hill, Newington ME9 7JG

Proposal: Erection of a chalet bungalow with detached garage. Creation of new vehicular access and erection of a detached garage to serve no. 6.

Cllr Harvey said a decision is yet to be made.

Ref: 19/503564/FULL Wormdale Farm, Wormdale Hill, Newington ME9 7PX

Proposal: Erection of steel frame portal building infill between two existing buildings.

Cllr Harvey reported the application has been permitted.

Ref: 19/500029/FULL Land Rear Of 132 High Street, Newington ME9 7JH

Proposal: Erection of a 4 bedroom detached dwelling and associated carport/garage.

Cllr Harvey said a decision is yet to be made.

Ref: SW/16/507594/RVAR (KCC/SW/0526/2018) Paradise Farm, Lower Hartlip Road, Hartlip.

Cllr Harvey said there have been no further updates.

Ref: 18/500767/FULL Newington Working Mens Club, High Street, ME9 7JL

Proposal: Variation of Condition 2 and removal of Condition 11 of application 17/504342/FULL (Retrospective demolition of former Working Mens Club and erection of 9no. dwellings and 1no. maisonette together with carports for garaging of cars (Revised scheme). (Vary Condition 2 to include reference to 'Titan-Sonair' ventilation system to bedrooms and dining room fronting the high street.)

Cllr Harvey reported that an update from Planning Officer and Enforcement Officer was requested on 22 October 2019 and that he is waiting for a response.

Ref: 19/503293/FULL: Car Showroom, London Road, Upchurch ME9 7PD

Proposal: Change of use of auto showroom and workshop (Sui Generis) to a banqueting hall, including food processing and distribution (Class D2 and B2), including the creation of a mezzanine floor and alterations to fenestration. | Car Showroom London Road Upchurch Sittingbourne Kent ME9 7PD

Cllr Harvey said the proposal will cause highways issues.

Ref: 18/505060/ADJ (Alternative reference: 18/504836/EIOU) Binbury Park, Detling Hill,

Proposal: Adjoining Authority Consultation from Maidstone Borough Council for Outline application (with all matters reserved apart from access) for the erection of up to 1,750 dwellings including affordable housing, 46,000 sq.m of commercial space, a hotel, a local centre, a new primary school, a park and ride facility, strategic highways improvements including new Kent Showground access/egress, accesses/roads including a new bridleway bridge, parking, associated open space, landscaping, services, and Sustainable Drainage Systems. In addition the proposals include a publicly-accessible country park including the Binbury Motte and Bailey Castle Scheduled Ancient Monument.

Cllr Harvey said a decision is yet to be made.

ii. Ref: 19/504593/LAWPRO

Address: 40-42 London Road Newington Sittingbourne Kent ME9 7NR

Proposal: Lawful Development Certificate for the proposed change of use from B1 office to C3 residential.

Councillors considered the application had had no comments to make.

iii. Ref: 19/504673/FULL

Address: The Co-operative Group 35-37 High Street Newington Sittingbourne Kent ME9 7JR

Proposal: Replace existing recessed auto swing door with new automatic sliding entrance door to shop front and painting existing shopfront grey in colour.

Cllr Harvey said the application has been permitted, the Conservation Officer expressed concerns regarding the colour scheme.

Cllr Harvey said there has also been a complaint about the repainting of The Bull. The Landlord has said he is waiting for the road to be closed for the painting to be completed.

iv. Ref: 19/504827/FULL

Address: 77 Playstool Road Newington Sittingbourne Kent ME9 7NL

Proposal: Retrospective application for erection of a timber framed shed for a snooker table. Councillors considered the application and regretted it was a retrospective application. Councillors were concerned about the size of the shed and the obtrusive nature of it. The proposal should only be a games room and not for habitable use.

v. Ref: 18/504443/SUB

Address: 99 High Street Newington Sittingbourne Kent ME9 7JJ

Proposal: Submission of details to discharge Condition 6 - Detailed SANG (Suitable alternative natural green space) and detailed LEAP proposal, Condition 21 -Surface Finishes and Detailed Soft Landscape Proposals, Condition 26 - High Street Newington Lighting statement and Condition 28 Landscape Management Plan subject to 16/501266/FULL.

Councillors considered the proposal to include a play area in the development and had no objections to the application.

Cllr Mould asked about the brickearth extraction and said that KCC should be reminded of the road closures.

*ACTION: Clerk to contact KCC Officer, KCCLl Payne and copy KCCLl Whiting.*

Councillors agreed that KCCLl Whiting be thanked for his work in the role of KCC Cabinet Member for Highways and Transport and ask that he will assist the Parish Council in the remainder of the gasworks on the A2.

Cllr Haigh thanked Cllr Harvey for his report.

## **8. AMENITIES COMMITTEE**

i. To receive the minutes of the Amenities Committee meeting held on 22 October and consider the recommendations

Cllr Harvey **PROPOSED** to accept the minutes as a true record of the meeting; **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**. The minutes were duly signed as a true record of the meeting.

Cllr Jackson reported that PCSO John Cork had attended the meeting and there had been a report from Georgina Springall, the Community Warden containing details of serious matters such as burglaries and vehicle thefts within the parish. PCSO Cork gave advice that vehicles should be kept locked and that all matters must be reported to the Police on 101 if not an emergency.

Cllr Jackson **PROPOSED** that the Amenities Committee be permitted to spend up to £400 on repairs to the sputnik; **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**.

Cllr Harvey reported the friends of Newington Recreation Ground will meet with a contractor on Friday to discuss ideas for the play area. The S106 money from Persimmon has been deposited with Swale Borough Council.

Cllr Mould reported that he has research suitable Christmas decorations and found stars which can be installed on the lamp posts. They could be fitted by volunteers using cable ties.

*ACTION: Clerk to apply to the Swale Festive Fund for a grant of £1,000*

Cllr Haigh said the resolution regarding the dog bin in Callaways Lane was good news and thanked Cllr Harvey and the Clerk for meeting the resident.

The Clerk reported that the bin had been ordered.

ii. To consider request from Newington History Group to plant an oak tree on the Recreation Ground

Cllr Coles said that this might not happen until the play area has been redeveloped. The Newington History Group wants to plant a memorial oak tree to commemorate the end of the Great War and the signing of the peace treaty, there would be a time capsule planted beneath it. The tree would give shade to the play area and there could be seating around the trunk. Cllr Coles **PROPOSED** that the Newington History Group be permitted to plant a commemorative oak tree at the Recreation Ground; **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**.

iii. To consider forming subcommittee for village fete

Cllr Jackson said the Amenities Committee had discussed the Newington Festival and considered that a Village Fete could be held at the Recreation Ground in 2021. A subcommittee be formed in January 2020 to consider the options.

iv. To consider event to thank volunteers

Cllr Jackson said there has been a suggestion of a meeting before the December meeting to thank volunteers who help the Parish Council.

Cllr Mould said the Annual Parish Meeting was brilliant as it had allowed groups to come together, this would allow individuals to be thanked for helping.

Cllr Mould **PROPOSED** to meet at 6pm on 10 December to thank volunteers, there will be tea, mince pies and sausage rolls; **SECONDED** by Cllr Palmer: **AGREED UNANIMOUSLY**.

*SBCllr Horton left the meeting*

## 9. VILLAGE VOICE AND MEDIA

i. To receive an update

Cllr Mould said there will be an update on the gas works; a report on the Autumn litter pick; an article on the Safe and Well visits by Kent Fire & Rescue Service and a Parish Council report. There will also be a leaflet from the church.

Cllr Haigh thanked Cllr Mould for his sterling work.

Councillors **AGREED UNANIMOUSLY** that the old website be taken down.

ii. Facebook

Cllr Geldard reported that he is waiting for Facebook to approve the page.

Cllr Haigh said this will only have news on it and a link to the website, there will be not comments permitted on the page.

## 10. FINANCE

i. Cheque list: to consider invoices for payment

Cheque No	Payee	Expenditure	Amount £
3040	Mrs K Beaney	Pavilion deposit refund	<b>£50.00</b>
3041	Profile Business Supplies	Village Voice- October 2019	<b>£60.00</b>
3042	Mr R Malone	Litter Picking – street and Recreation Ground	<b>£459.00</b>
3043	Mr MJ Marshall	Cemetery and Churchyard maintenance October 2019	<b>£490.00</b>

3044	Staff	Salary and expenses		<b>£696.13</b>
3045	Countrywide Grounds Maintenance Ltd	Grounds Maintenance September and Path clearance		<b>£535.00</b>
3046	Business Stream	Water supply Recreation Ground	105.59	
		Water supply Cemetery	37.63	
		<b>Total</b>		<b>£143.22</b>
3047	DCK Accounting Solutions	Payroll fees October		<b>£30.00</b>
3048	Gardening World	Best Kept Garden Competition prizes		<b>£65.00</b>
3049	Streetlights	Lantern shield		<b>£30.60</b>
3050	Mrs W Licence	Map of Recreation Ground		<b>£30.00</b>

Cllr Haigh said there is no cheque for HMRC as there is a credit on the PAYE account. Councillors agreed to the signing of the cheques.

#### Receipts

Swans	Pavilion Hire	£20.00
Swale Borough Council	Members grant (zip fencing) R Palmer- £400 and A Horton £400	£800.00
R Jackson	Pavilion Hire	£50.00
Tunstall PC	Share of SLCC subs	£36.67
Harper	ERB	£500.00
Bredhurst Junior Football Club	Lease fees	£1,450.00
Bredhurst Junior Football Club	Extra pitch hire	£110.00

#### Payments

24.09.19	NEST	Pension	£124.31
03.10.19	Haven Power	Street Lighting	£863.00

#### ii. Half year review of budget

Cllr Haigh reported there had been a quarterly meeting of the Finance Working group which welcomed Cllr Condon and Cllr Jackson. The budget has been reviewed and it is forecast that there will be just under £61,000 in reserves at the end of the financial year leaving the Council in a healthy position.

Cllr Haigh said the Clerk has asked Streetlights for details regarding the list of light repairs that have been highlighted with a request for the price of the repairs in and out of the contract. The contractor has been asked for what are Health and Safety issues and there are nineteen items regarding the doors which have broken or have Tespar bands and these cannot be ignored. There is a meeting with the contractor on 6 November and concerns will be raised regarding the contract which the contractor has just rolled over without the agreement of the Council. The contract is £2438 per annum for a report, cleaning and bulk replacement however the Parish now has new lights. The night patrolling has stopped.

Cllr Harvey said a child would not be able to access the electrics if there is a Tespar band and this could be used if it is a safe durable remedy.

Cllr Coles said the Tespar bands may be deemed temporary but if not the Council could easily fit bands, it may be necessary to purchase a special tool to make a double crimp.

*8.35pm Cllr Jackson left the meeting.*

iii. To consider quotations from Independent Internal Auditors

Councillors considered the quotations from the Independent Internal Auditors and that it is good practice to change every three years.

Cllr Palmer **PROPOSED** to accept the quotation of up to £180 from Mr Lionell Robbins; **SECONDED** by Cllr Haigh: **AGREED UNANIMOUSLY**.

iv. Pavilion valuation

Cllr Haigh said there has been a verbal quotation for the Pavilion of £200,000- 250,000 and it is insured for £253,000. A formal valuation will cost £200.

It was **AGREED UNANIMOUSLY** not to proceed with the valuation.

## **11. STAFFING MATTERS**

Cllr Haigh said the HR Committee has been looking at the Clerk's role and considers that to better understand this a review of the work should be carried out by an independent assessor. This will be a telephone-based review and will cost between £568-£710. The review will protect the Clerk and the Parish Council in terms of contractual hours and whether the contractual hours are affordable. It will help the Council to know the size of the role.

The Clerk said the Society of Local Council Clerks may be able to help with a review.

Cllr Haigh **PROPOSED** SLCC should be approached to review the Clerk's role and that the quotation of up to £710 from HR Services be accepted; **SECONDED** by Cllr Palmer: **AGREED UNANIMOUSLY**.

## **12. CHURCHYARD AND CEMETERY**

i. To receive an update of the Churchyard and Cemetery

Cllr Haigh said a working party will meet at the Cemetery on Wednesday 31 October to tidy the area.

ii. To consider quotations for Cemetery and Churchyard maintenance and cemetery hedge pruning

Cllr Haigh said five quotations have been received.

Cllr Harvey **PROPOSED** that the tender from Mr M Marshall for £6,600 per annum equalised into 12 monthly payments of £550, be accepted: **SECONDED** by Cllr Layer; **7 FOR, 1 AGAINST, 1 ABSTENTION- MOTION CARRIED**.

Cllr Haigh thanked Cllr Layer for meeting the contractors

iii. To consider memorial permit application

It was agreed unanimously to permit the memorial for Mrs Linda Pullen.

iv. Review of Cemetery regulations

*ITEM DEFERRED TO NEXT MEETING*

## **13. HIGHWAYS**

There was nothing further to report.

## **14. STREET LIGHTING**

There was nothing further to report.

## **15. REPORTS FROM MEMBERS**

Cllr Mould reported that there were one hundred and eighty-one children on the school roll and fifteen prospective families have visited the school, compared to only three viewings last year.

## **16. CORRESPONDENCE**

1. 25.09.19: Haven Power- Smart meter installation and information: *waiting for installation date*
2. 30.09.19: Mike Whiting Lorry ban update
3. 01.10.19: KALC Newsletter
4. 01.10.19: SBC- request for items for Swale Joint Transportation Board
5. 07.10.19: KCC- salt bags: *A salt bag has been requested and will be left at the entrance of the Village Car Park.*
6. 08.10.19: KALC AGM and proposed new post
7. 11.10.19: KCC PROW extension of closure to ZR56
8. 11.10.19: KCC PROW- temporary closure of ZR60
9. 11.10.19: SBC Swale volunteer awards
10. 11.10.19: KALC Information flyer
11. 11.10.19: Allotment Association regarding track hedge
12. 12.10.19 KALC CEO Bulletin- October
13. 23.10.19- SBC: Using the Planning Enforcement Online Form
14. 24.10.19: KALC Finance and Planning workshops- *added to website*
15. 24.10.19- Letter regarding cemetery
16. 25.10.19- KALC Dynamic Councillor workshop 23 November
17. 24.10.19: Neighbourhood Watch message *-added to website*

Cllr Palmer recommended that Councillors should attend the KALC Dynamic Councillor workshop.

*ACTION: Councillors to request Clerk to book them onto the courses.*

## **17. ANY OTHER BUSINESS**

Cllr Haigh said the revised Finance Regulations will be reviewed next month.

Cllr Haigh said the NatWest accounts will be closed when the Council moves to internet banking.

**Date of next meeting: Tuesday 26 November 2019**

There being no further business, the meeting closed at 21.23pm