

Tunstall Parish Council

Minutes of the Parish Council Meeting held on Monday 2 September 2019 in the Committee Room, Tunstall Village Hall.

Present: Cllr Mavis Hibben (Chair), Cllr Lee Burgess, Cllr Susanne Earl, Cllr Vivien Rich and Cllr Sarah Steven; and Mrs W Licence (Clerk).

Also present were County Councillor Andrew Bowles and County Councillor John Wright and one member of the public.

1. COUNCILLOR VACANCY

Cllr Hibben welcomed everyone to the meeting and made everyone present aware of the emergency evacuation procedure.

Cllr Hibben informed Members that the Notice of Poll has expired and the Council can now co-opt a Councillor.

2. WELCOME AND APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Louisa Roberts (holiday); apologies accepted.

3. DECLARATIONS OF INTEREST

None were declared.

4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 AUGUST 2019

Cllr Rich **PROPOSED** to accept the minutes of the meeting held on 5 August 2019 as a true record of the meeting; **SECONDED** by Cllr Earl: **AGREED UNANIMOUSLY**. Cllr Hibben duly signed the minutes as a true record.

5. MATTERS ARISING FROM THE MINUTES

Village sign

Cllr Hibben informed Members that KCCllr Wright was now working with the Parish Council to help progress a site visit from KCC Highways, in order that positioning for the new village sign can be agreed. The Parish Council has been diligently chasing this up for months, but it seems to be continually falling between KCC departments.

KCCllr Wright said that he has been helping with the matter for the past one and a half months, the Clerk had sent another email to the officer today. KCCllr Wright said that he will respond to Ian Grigor, KCC Highways. The dimensions of the posts have been the latest sticking point. KCCllr Wright reported that he had asked the officer to proceed with the matter.

The Clerk said that she has sent the dimensions to Ian Grigor and that she had also requested a quotation for installation.

ACTION: Clerk to send email to KCCllr Wright.

Cllr Hibben said the former Chairman needs for the sign to be removed from his workshop.

Cllr Hibben thanked KCCllr Wright for his support.

Area at top of Sterling Road which has not been properly re-instated by SGN

The Clerk reported that two more emails have been sent to KCC Streetworks and there has been no response.

ACTION: Clerk to continue to chase.

Roads near Kent Science Park

Cllr Hibben said there has been no response from the Science Park to a request for contribution for litter bin or litter picking. A considerable amount of litter seems to be emanating from the Science Park and the Football Club and it was hoped this request would be favourably considered. Cllr Hibben said she was very disappointed by the lack of engagement from the commercial sector.

ACTION: Clerk to request a meeting.

Bin labels

Cllr Hibben said that she and the Clerk will make the labels for the bin.

Trench by Village Hall

KCCllr Wright reported that he has had the officers out to look at the situation. The utility companies rent the road to carry out work and if it is shoddy KCC notifies the company which has two years to make the work good. The officers should chase this as they have been out and are aware that the work is not up to standard.

Councillors need to keep the KCC Highways reference number checked.

Newsletter

Cllr Hibben said if Councillors were agreeable, she would like the next newsletter distributed in November and the Clerk is requesting quotations from printers.

Cllr Hibben said there is a meeting with Graham Thomas on 30 September to discuss various planning matters.

ACTION: Councillors to email questions to Clerk.

6. PUBLIC QUESTION TIME

The meeting was adjourned for the Public Question Time

A resident reported that the whips around the first tree in Sterling Road have been trimmed but the second tree has not been trimmed.

Cllr Burgess said further work is planning in the area.

The resident said he had reported the gate at the new build in Roseleigh Road two months ago.

Cllr Stephen said she would inform SBCllr P Stephen.

7. VISITORS

i. Borough Councillors

SBCllr S Stephen reported that the development proposed for land at Wises lane, Borden was rejected at the Extraordinary Meeting. The matter has now gone to appeal to be determined by the Secretary of State for Housing and Planning.

The parking concession for the Sheppey Leisure Complex and Swallows Leisure Centre has been reinstated.

Swale Borough Council is in the process of changing its constitution, moving away from the current cabinet system, to an area committee one. It has been suggested that West Downs ward (Tunstall Rural) and Woodstock Ward (Tunstall Urban) are represented on the same committee so that the village is not split in half. There will be a full consultation. Moving towards this system it is hoped that residents and Parish Councils will have much more of a say in local decision making in the future.

The multi-storey car park in Sittingbourne will be open soon, the snagging list has been resolved. There had been a problem with vandalism and there is security present at the moment and a CCTV system will be installed. Mesh has been put round the building to stop people from jumping between the buildings and to prevent people from getting in.

SBCllr Stephen informed the Council that she and two others are planning a 2020 Festival for Sittingbourne next year and parishes will be encouraged to hold 1920s events. The festival will be on 10, 11 and 12 July and the schools will be involved on the Friday.

Cllr Burgess asked whether the festival will work with the Fusion Festival.

SBCllr Stephen said it will and that this will be a pilot event

Cllr Rich asked if Parishes will be consulted regarding the changes in the boundary.

SBCllr Stephen said they will be and that the changes will help address area problems.

KCCllr Wright said that Hartlip would be wary of joining up with other parishes as it could be consumed by a larger parish.

Cllr Hibben thanked SBCllr Stephen for her report.

ii. County Councillors

KCCllr Wright said the Swale Joint Transportation Board will meet on 9 September. Everyone uses the town centre, the High Street has been programmed for refurbishment as there are numerous problems with the pavements, speed humps and drains. The murals could be refreshed. The refurbishment will be in line with the Spirit of Sittingbourne.

For information, there will be major gas works from the A2 from the Key Street roundabout to Upchurch for forty-two weeks. There was a recent road closure on the A2 which caused problems with HGVs using rural lanes. There will also be a water main replacement in Teynham soon. If traffic is unable to use main roads to leave Sittingbourne some rural roads will become rat runs. KCCllr Wright said that he has flagged up his concerns with KCC Highways officers. The issue is that when a utility company puts restrictions on roads only the Police can enforce it due to insufficient resources. If drivers contravene signs, such as weight restriction limits, or drive dangerously photos and videos sent within twenty-four hours can be sent to the Police who can prosecute.

Cllr Hibben said there have been problems with signs having Doves Croft as a diversion route because the map used calls the Bredgar Road Doves Croft.

KCCllr Wright reported that there has been a spate of approaches from developers to land owners for options on their land.

Cllr Hibben thanked KCCllr Wright for attending and for his report.

KCCllr Bowles said the developers approaches to land owners is happening around Faversham as well. There are problems at Teynham and the journey time from Faversham to Sittingbourne has doubled.

KCCllr Wright said the problem is that the utility companies have a right to install new pipes and also repair pipes.

KCCllr Bowles said the contractors are not allowed to work on one side of the road due to Health & Safety reasons. County Hall has been quiet during August and meetings will resume this week. KCCllr Bowles reported that he had been chairing the Home to School Transport Appeal Panels.

Cllr Hibben thanked KCCllr Bowles for attending and for his report.

8. SPEED WATCH

Mr Cook, the Speed Watch co-ordinator had sent a report to the Council:

August was a very quiet month as many people were on holiday. Two sessions were held, the first in Tunstall Road, opposite Hales House where fifty-nine vehicles passed during the hour. Fifteen vehicles were recorded exceeding the 20mph speed limit, with an average speed of 26 mph. The highest recorded speed was two vehicles at 28 mph. one of these vehicles has been recorded previously, and received a letter from Kent Police.

The second session was held in Ruins Barn Road, where seventy-five vehicles passed during the hour. Four vehicles were recorded exceeding the 30 mph speed limit, the highest recorded speed was 43 mph.

Cllr Hibben thanked Mr Cook for his report.

KCCllr Wright said he had told officers last month that he wanted speed checks in Woodstock and Ruins Barn Road and that the checks should not be in August.

9. FINANCE

i. Cheques raised and accounts

Chq No	Payable to	Reason	Amount
1405	Mossys	Watering Planters	£144.00
1406	Mrs W Licence	Salary and expenses	£474.33
1407	HMRC	PAYE	£126.40
1408	J Johnson	Litter Picking	£249.32
1409	Tunstall PCC	Grant towards arboricultural work	£400.00
1410	Mrs M Hibben	Ink Cartridge and stationery	£48.98

It was **AGREED UNANIMOUSLY** to the signing of the cheques.

Cllr Rich asked for details of accrued expenditure for the previous year.

ACTION: Clerk to circulate details.

ii. To consider request from Church for a grant for arboriculture work in the Church yard.

Cllr Hibben informed Members that the Church had spent £55,000 on the roof and had received a grant from the Parish Council. The churchyard is maintained by volunteers and there is tree work to be carried out.

Cllr Stephen said it is a historic building and needs to be safe.

Cllr Rich **PROPOSED** to give a grant of £400 towards the arboricultural work; **SECONDED** by Cllr Stephen: **AGREED UNANIMOUSLY**.

iii. Review of Finance Regulations

Councillors **AGREED UNANIMOUSLY** to adopted the revised Finance Regulations.

10. PLANNING

i. Ref: 19/504219/FULL

Address: Dunsden Tunstall Road Tunstall Sittingbourne Kent

Proposal: Demolition of existing garage and conservatory. Erection of part single storey, part two storey rear extension and single storey side extension

Councillors considered the proposal and had no comments to make save that neighbours' comments be taken into account.

ii. Any planning matter received by 2 September 2019.

The Clerk reported that an application for 68 Park Drive had been received and will be considered at the next meeting.

a. Ref: 19/503112/FULL Address: 17 Doves Croft Tunstall Sittingbourne Kent ME9 8LQ

Proposal: Loft conversion including front and rear dormers

Cllr Hibben informed members that the application had been refused.

b. Ref: 19/503581/FULL Address: Greenhurst Hearts Delight Road Tunstall ME9 8JA

Proposal: Conversion of existing swimming pool building to annexe accommodation

Cllr Hibben reported that a decision is yet to be made.

c. Swale Landscape Sensitivity Assessment

Cllr Hibben said the assessment has been compiled by planning consultants with a remit from Swale Borough Council. There is concern around the assessment of the land parcel BR1.

Cllr Rich said it is similar to the land on either side which has been given a higher sensitivity rating.

Cllr Hibben said the consultants have commented that SE4 should be given high sensitivity grading because of its close proximity to the Area of Outstanding Natural Beauty but BR1 adjoins it. Councillors will be meeting with Swale Borough Council officers and will raise questions. The document shows allocation and possible areas for development. Clarification has been sought from officers who say that this call for sites is historic and not the current situation.

ACTION: Councillors to send comments to the Clerk by Wednesday lunch time.

11. REPORTS FROM MEMBERS

Cllr Rich said she will attend the KALC Swale Area Committee meeting on 9 September.

12. HIGHWAYS

Cllr Burgess reported that tree work has started in Sterling Road and there is more to be done. The portal shows the flooding problem at the Hall has been attended to. There is no update on the water leak and the problems with the bollards are ongoing.

Cllr Hibben said a resident has tidied up the landscaping area around and to the side of Coffin Pond.

ACTION: Clerk to write a letter of thanks to the resident.

Cllr Hibben said the planter by the village sign has been moved slightly to facilitate cleaning of the area however the owner of the memorial seat is concerned that the bench cannot now be returned to the exact original position. Unfortunately, no one knew why the bench had been removed but the Council will offer to work with the family and the neighbour when the bench is due for return.

ACTION: Clerk to contact the family to ask for a date for its return.

Cllr Hibben said a date needs to be agreed to meet with Alan Blackburn, Swale Area Manager, KCC Highways for a site visit to discuss all highways matters. When the wall was rebuilt by Coffin Pond, KCC Highways said they would put a new liner in the pond but nothing happened. This will be discussed with Mr Blackburn.

ACTION: Clerk to arrange meeting in October and inform KCCllr Bowles.

13. ENVIRONMENT

Cllr Stephen said there needs to be a bin for dog waste just before the end of the pavement at the Kent Science Park end of Ruins Barn Road.

Cllr Hibben informed members that Swale Borough Council has monitored the area and have not noticed a problem with litter and dog fouling so will not provide an additional bin. There is a dog fouling bin at the Tunstall Rd junction which is well used.

Cllr Stephen said Swale has too many bins in the wrong place and that they are currently carrying out an audit.

Cllr Rich said it would be good to bring it up at a meeting with Kent Science Park.

ACTION: Clerk to contact Kent Science Park.

Cllr Earl said if the Parish Council wants to take on the maintenance of the verges in Sterling Road, the Council will have to take on the maintenance of all verges in the Parish. The worst area is not suitable for volunteers to maintain and the smaller areas are maintained by residents. It might be better to get KCC to do a better job.

Cllr Hibben said KCC carry out one cut per annum, the Parish Council could do a second cut. Andrew Bowles confirmed some councils do undertake second cuts in their parishes and he will investigate the way forward.

Cllr Earl said the area in Sterling Road has not been reinstated, there used to be lavender in the verge. She asked that this matter be taken up again with KCC, as the footpath is now compromised and also the loss of the lavender reduces bees in the area.

14. EVENTS

i. Armistice Day 2019

Cllr Hibben reported to Members that she has liaised with the vicar, there will be a formal service at the church on 10 November, and everyone will be invited to walk to the hall afterwards. The Parish Council will lay a wreath and the head teacher will also lay a wreath.

ACTION: Cllr Earl to liaise with the head teacher.

Cllr Hibben said that she is liaising with the vicar to draw up an order of service. Food will need to be ordered and help will be needed on the day.

ACTION: Clerk to liaise with the WI and bugler.

Cllr Burgess **PROPOSED** that a budget of £150 be set for the event and the same donations be given to the WI and Boys brigade as last year. **AGREED UNANIMOUSLY.**

ii. Christmas event

Cllr Hibben asked for thoughts on an event, such as a special tea, for the senior residents in the parish. The vicar has been asked for his views and has said it is a good idea.

Cllr Stephen said the Swale Community Volunteer Service might be able to help.

Cllr Rich said numbers will have to be ascertained and residents would need to be informed.

Cllr Burgess confirmed funding would need to be considered due to the distinction between the civil parish and the ecclesiastical parish as Council funds can only be used for the benefit of residents in the civil parish.

Cllr Hibben said the Parish Council would run this event in principle subject to appropriate funding being made available for such an event and that she would look into this. The Memorial Hall is available on 13 December.

ACTION 1: Cllr Hibben to progress the event,

ACTION 2: Cllr Stephen to contact the Swale Community Volunteer Service.

15. CORRESPONDENCE

1. 07.08.19- KALC: Transport Conference 26 October
2. 12.08.19- Kent Police & Crime Commissioner: newsletter and the Annual Policing Survey.
3. 14.08.19- Swale CAB: invitation to Annual General Meeting on Tuesday 17 September
4. 15.08.19- SBC: Swale Green Grid forum 11 September
5. 15.08.19- Kent Police: Rural Task Force CRAG report
6. 19.08.19- KCC Draft Drainage and Planning Policy Statement - Consultation deadline 30 September 2019
7. 19.08.19- KALC Newsletter
8. 23.08.19- SBC Local Plan Panel agenda and reports pack meeting scheduled 5 September
9. 23.08.19- resident query regarding verges in Sterling Road- information given to resident regarding KCC

16. ANY OTHER MATTERS ARISING

Cllr Burgess asked if a map of the land which KCC has rights on could be obtained.

ACTION: Clerk.

Cllr Burgess asked if KCC is maintaining the grass outside the new school as the scabious is being mown down.

Cllr Hibben said she would raise this with Alan Blackburn.

Cllr Rich said there are various talks being arranged in the village and it is important to support the events.

Cllr Earl said a resident has complained that the planter in Sterling Road is out too far.

Cllr Burgess said a risk assessment had been carried out and KCC Highways had also agreed to the site.

Cllr Hibben said the verge is full of weeds where the planter is and there is also a bush in need of being cut back.

ACTION: Clerk to obtain a quote to cut back the bush and push the planter back.

17. DATE OF NEXT MEETING

Monday 7 October, 2019, 7.30p.m. in the Committee Room, Tunstall Village Hall.

There being no further business, the meeting closed at 9.24pm

Signed as a true record of the meeting

Chair

7 October 2019