

# HARTLIP PARISH COUNCIL

## **MINUTES of the Meeting held at Hartlip Village Hall on Wednesday 11 January 2023 from 8pm until 9.25pm**

### **Present:**

Chairman: Cllr Graham Addicott OBE

Cllr Paul White

Cllr John Davies

Cllr John Wright

Parish Clerk: Tracy Still

### **Also Present:**

County Cllr Mike Baldock (arrived 8.25pm)

Borough Cllr Alan Horton

Borough Cllr Richard Palmer

### **23/1 Apologies for Absence**

Absent with Apologies: NONE

Absent without Apology: Cllr Peter Boundy

External Absence with Apologies: NONE

External Absence without Apologies: PCSO Kirsty Linge

### **23/2 Declarations of Interest**

The Chairman reminded Councillors of their duty to declare any interests.

Cllr John Wright declared an interest in Item 14 of the agenda: Planning Application 22/503654/EIOUT.

### **23/3 Confirmation of the Minutes**

The minutes of the monthly Parish Council Meeting of 9 November 2022 were proposed by Cllr Paul White and seconded by Cllr John Davies.

All Councillors in attendance at the November meeting were in agreement that the minutes were a true and accurate record.

The Chairman signed the minutes as required under the Local Government Act 1972 (sch. 12).

## **23/4 Matters arising from the Minutes**

### **22/112: Public Questions**

Further to the discussion at November 2022 Meeting regarding the suggestion of a volunteer speed survey group, the Chair reminded councillors of Minute 19/123 regarding HPC's request for residents to volunteer to join a Speedwatch Team. One resident only came forward making the project unviable at the time.

After further discussion and consultation with Borough and County Councillors the Parish Council decided not to proceed any further with the matter at this time.

It was confirmed that bushes covering speed signs in Mill Lane had been cut back.

### **22/117: Highways**

22/117 stated that the Chair had continued to pursue the repair/replacement of the 'Children's Playground' signs in Munns Lane which he had reported to Highways for action some considerable time ago and had recently re-lodged with them.

After the November 2022 Meeting the Chairman had emailed County Cllr Mike Baldock with the job reference number of the re-lodged request.

This had escaped Cllr Baldock and the Chair provided Cllr Baldock with a hard copy of the email.

Cllr Baldock confirmed that he would investigate the matter.

Cllr Wright reported that the gaining of a quotation for hedge cutting on the road side at The Recreation Ground and The Parkland for the upcoming year is still outstanding.

**Action: Cllr Wright**

## **23/5 Public Questions**

No members of the public were in attendance.

## **23/6 Co-option of Councillor**

HPC had received two applications for the two available Parish Councillor vacancies. The matters was discussed and all Parish Councillors agreed to the co-option of both applicants.

The Clerk was instructed to provide all necessary paperwork to the candidates and advise them of the date of the February meeting.

The list of Councillor duties and responsibilities would be reviewed at the next meeting.

**Action: Clerk**

## **23/7 Police and Neighbourhood Watch Matters**

Nothing to report.

## **23/8 Report of Chair**

### **Local Councils' Liaison Forum**

The Chair had attended the Local Councils' Liaison Forum on 22 November 2022. Discussions had taken place on:

- The precedence of Neighbourhood Plan or the Local Plan
- Procedures for appointing persons to inquorate Town and Parish Councils
- Parish Councillor recruitment
- The role of Parish Councillors in Emergency Planning
- Training proposals for Parish Councillors
- GP services for Swale
- What information Parishes would like from future Liaison Forums

### **Western Area Committee Meeting**

The Chair had attended the Western Area Committee Meeting on 1 December 2022. Discussions had taken place regarding:

- a Walking and Cycling Workshop
- Youth Projects in the area
- Bredgar and Hartlip Conservation Area Review

### **KALC Swale Area Committee Meeting**

The Chair had attended the KALC Swale Area Committee meeting on 10 January 2023, postponed from 13 December 2022.

Larissa Reed, Chief Executive of SBC and Flo Churchill, Interim Head of Planning for SBC had been scheduled to speak on Planning Enforcement but had not attended the meeting.

Paul Casey, SBC Enforcement Officer and the Mayor of Swale, Cllr Simon Clark had given presentations.

Discussions had taken place regarding policing in Swale and parish street lighting requirements and the possible reduction in street lighting grants from SBC.

## **23/9 HPC Amenities: Councillor Reports**

### **i. Recreation Ground**

The Clerk was instructed to obtain a quotation for the replacement of fencing left of the kissing gate.

**Action: Clerk**

### **ii The Parkland**

The Clerk was instructed to obtain a quotation for the consideration of fencing replacement.

**Action: Clerk**

### **iii The Allotments**

The vacant plot had been let.

The Chairman requested approval to attend the KALC 'Allotment Law and Management Workshop'. All Cllrs agreed his attendance.

The Clerk was instructed to process payment.

Cllr Wright offered manure to allotment holders for their plots. The Chairman would enquire into demand.

The Contractors, Graham, had indicated their willingness to remove the hand-standing which had been inappropriately compounded onto an allotment and provide top soil for the area. The hand-standing would then be used to improve pathways.

It was agreed the Chairman would contact the contractor to accept the proposal.

**Action: Clerk / Chairman**

## **23/10 Other HPC Responsibilities: Councillor Reports**

### **i. Hartlip Village Hall**

The Clerk read a report submitted by HVHMC Chair:

“HVHMC has now completed the supervision of the repair, maintenance and improvement works scheduled for committee year 2022/23. It has also financed some emergency works which were not feasible to predict in advance. The committee’s ability to respond immediately to these emergency works is due to the stringent financial management in place and the on-going efforts to attract and retain reliable and responsible hirers.

Having inherited a challenging financial and building condition situation, this committee has stabilised and provided financial strength to the charity. Members of the team who have given so freely of their time and expertise deserve recognition and thanks.

The legally required annual Independent Financial Inspection of the Charity took place yesterday. The Chair, Treasurer and a Trustee were present to respond to any questions raised. Following on the pattern established at the start of this committee’s tenure, the outcome was a completely clean bill of health.

HVHMC will be reviewing the Development Plan and taking strategic decisions on the way forward to make further progress on identified works whilst ensuring financial stability to ensure that the Charity remains sustainable into the coming years.”

Cllr Wright expressed a vote of thanks to HVHMC and especially to HVHMC Chair stating that the Chair should be congratulated on the amazing progress which had been made under her leadership, with the Village Hall Charity’s fortunes, condition and security ‘turned round’.

### **ii. Highways**

Cllr Davies had reported various potholes in the Parish and continued to monitor the situation.

Salt bins had been widely used during the recent bad weather and had been reported for refilling.

Further to previous discussions, Cllr Davies was requested to provide a plan, for agreement by Cllrs, for the possible location of a new salt bin on the junction of Place Lane and Dane Lane.

The Clerk was instructed to contact County Cllr Baldock regarding the funding of the salt bin subject to a suitable location being agreed.

- iii. Footpaths  
Nothing to report.
- iv. The War Memorial  
Toby Daley continued to investigate funding options for required repairs.
- v. The Village Pond  
Nothing to report.

### **23/11 Coronation of King Charles III**

The Coronation of His Majesty the King will take place on Saturday 6 May 2023 with an extra Bank Holiday scheduled for Monday 8 May 2023.  
Councillors agreed to discuss proposals for celebrations to mark the event at the next meeting.

### **23/12 County and Borough Councillor's Reports**

County Cllr Mike Baldock reported that work continued with KCC on Highway Improvement Plans and discussions were taking place regarding funding solutions for local highways.

Borough Cllr Richard Palmer reported that:  
SBC Planning Enforcement Officers were investigating parked vehicles and fires on land behind Mill Cottage.  
SBC Planning Enforcement Officers were investigating 111-113 London Road, reference planning decision notice 16/508699/FULL and a breach of conditions under reference 21/501008/BOC.  
Cllr Palmer reminded HPC Cllrs that the SBC Budget Consultation period was nearing an end and any comments should be tendered.

Borough Cllr Palmer and Borough Cllr Horton advised that they continued to assist and advise parishioners of their wards on the current cost of living crisis.

### **23/13 Clerk and Finance Report**

The Chairman had received the draft documents prior to the meeting for checking and correction as per normal practice.  
The Bank Reconciliation and Finance Report for November and December were presented to the Parish Council.  
These were approved by the Parish Council and signed and dated by the Chairman.

November BACS payments were presented for signing.

L Robbins	Independent Internal Audit	£ 90.00
D Rayfield	The Parkland – Erect Fencing and Gate/Trees	£1600.00
J Davison	Allotments – removal of tree/maintenance	£ 50.00

T Still	Clerk Back Pay from 01.04.22-31.10.22 (in accordance with LGA National Salary Award)	£ 126.00
T Still	Clerk Salary November 2022	£ 229.14
T Still	Clerk Expenses November 2022	<u>£ 17.95</u>
		<u>£2113.09</u>

December BACS payments were presented for signing.

T Still	Clerk Salary December 2022	£ 229.14
T Still	Clerk Expenses December 2022	<u>£ 25.40</u>
		<u>£ 254.54</u>

The 2023/24 budget had been presented to the Parish Council prior to the meeting.  
The budget was accepted by all Councillors.

The RFO proposed that the Parish Precept remain at £8000 for the year 2023/24.  
All Councillors were in agreement not to seek an increase in the Parish Precept as this would be inappropriate at a time of financial strain to householders.  
The precept was proposed by Cllr White and seconded by Cllr Wright.

## **23/14 Planning Matters**

As the Chairman was unable to attend, Cllr White agreed to attend a meeting on 23.01.23 to represent HPC at Bobbing Village Hall to discuss application 22/503654/EIOUT.

### **Matters outstanding from December.**

Application Ref: 21/503906/EIOUT  
Application for up to 1,250 dwellings at London Road, Teynham.

Application Ref: 21/503914/EIOUT  
Application for up to 7,150 dwellings at Highstead Park, Sittingbourne.

Application Ref: 22/503654/EIOUT  
Application for up to 2,500 dwellings at Bobbing.

Each of the above applications had been carefully considered and objections lodged to all three applications.

### **Applications received since 14 December 2022**

Application Ref: 22/505931  
Erection of three outbuildings, comprising one car barn, one workshop and one fully disabled compliant annexe, with the creation of new side driveway and parking space, along with new access at Eastfields, Old House Lane, Hartlip.  
**(Under consideration)**

Application Ref: 22/505977/PNQLA

Prior notification for the change of use from agricultural building to dwelling at Paradise Barn Nursery, Lower Hartlip Road, Hartlip.

**(Under consideration)**

Application Ref: 22/505172/FULL

As a representative from HPC would be unable to attend the Planning Committee hearing regarding planning application 22/505172/FULL, 11 Dane Close, it was agreed that the Chairman would provide the Chairman of the Planning Committee with a written statement to be read out at the hearing.

**Action: Chairman**

### **Enforcement**

SBC Planning Enforcement Officer had attended the Tuck Inn on the A2 regarding the removal of signage. The new owner had confirmed signage would be removed in due course.

### **Local Green Spaces**

The Chairman sought clarification on the position on the currently suspended future Swale Local Plan preparation and specifically the position regarding Local Green Spaces.

HPC had submitted its response in November 2021 to the call from SBC for sites for Local Green Spaces.

Cllr Baldock recommended that HPC write to SBC to state clearly that it wished all aspects of its submission of 2021 to hold and be carried forward when work on this matter recommences.

**Action: Chair**

## **23/15 Correspondence**

None.

## **23/16 Information Items**

None

The meeting closed at 9.25pm.

The next meeting of Hartlip Parish Council will be held at Hartlip Village Hall on Wednesday 8 February 2023 at 8pm.

Signed .....

Date .....