

# TUNSTALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Monday 5 September 2016

Present: Cllr Lee Burgess (Chairman), Cllr Roger Sills (Vice Chairman), Cllr Brian Cook, Cllr Ian Davison, Cllr Wendy Harwood, and Cllr Mavis Hibben, and Mrs W Licence (Clerk).

Also present were SBCllr George Samuel and one member of the public.

### PUBLIC TIME

Cllr Burgess welcomed everyone to the meeting.

*A member of the public reported the 40 mile per hour sign in Hearts Delight Road is hanging off.*

*ACTION: Clerk to report*

### 1. APOLOGIES.

Apologies had been received from Cllr Nutting (holiday): apology accepted.

Apologies had also been received from SBCllr Conway (personal): apology noted.

### 2. DECLARATIONS OF INTEREST

Cllr Hibben declared a pecuniary interest in Planning item 8.iii as the property belongs to her daughter.

### 3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1 AUGUST 2016

The minutes were amended to read item 12.ii "Cllr Burgess said that the original plans had not been adhered to and the work is addressing that issue."; item 14 "Cllr Cook reported the phone box by the old Village Hall is in urgent need of cleaning."; and added to item 14 "Councillors agreed to plant a proposed cherry tree in memory of John Clancy". Cllr Cook **PROPOSED** to accept the minutes; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**. Cllr Burgess duly signed the minutes as a true record of the meeting

### 4. MATTERS ARISING FROM THE MINUTES

i. Suggested sites for cherry trees had been received from residents, the strip of land from near 2 Cranbrook Drive up to Park Drive and to follow the artery route through Tunstall starting at the junction with Woodstock Road and leaving either in the direction of the A249 or Bredgar. Councillors **AGREED UNANIMOUSLY** to the proposals. The strip of land in Cranbrook and Park Drive will be paid for from a grant from Cllr Burgess's KCC Members Grant.

*ACTION 1: Clerk to contact KCC Highways with details of areas to be planted.*

*ACTION 2: Clerk to contact Mr Clancy's family to offer condolences and inform them a cherry tree will be planted in his memory.*

*ACTION 3: Clerk to contact school to see if they would like to get involved with planting cherry trees.*

ii. Zig zag lines outside old school- Still waiting to hear back from KCC

*ACTION: Clerk to contact KCC to ask if the Traffic Regulation Order needs to be repealed.*

iii. Cllr Sills said the Community Luncheon Club will be held on the second Wednesday of every month during term time.

*ACTION: Clerk to arrange a visit to the school to coincide with the Luncheon Club.*

iv. Phone box.

*ACTION: Clerk to contact BT and request the phone box be cleaned.*

### 5. NEIGHBOURHOOD WATCH

Cllr Burgess reported that Erin Scott is the new Neighbourhood Watch co-ordinator and will send list of roads covered by the scheme.

## 6. SPEED WATCH

Cllr Cook informed Members that there have been two successful Speed Watch sessions; the first session recorded seven vehicles being over the speed limit and the second session recorded four vehicles speeding. Details have been sent to the Police. It was also apparent that many vehicles slowed down when they saw Speed Watch in operation. Bredgar Parish Council Speed Watch has been risk assessed and want to run joint session, their insurance is in place.

*ACTION: Clerk to check Bredgar have insurance in place.*

Cllr Burgess said that the team are a visible presence and thanked Cllr Cook and the team for their hard work.

## 7. KENT SCIENCE PARK

There was nothing to report and it was agreed to remove the item from the agenda.

## 8. PLANNING

i. APPLICATION REF: 16/506340/FULL

ADDRESS: 80 Park Drive Sittingbourne Kent ME10 1RD

PROPOSAL: Erection of a single storey extension to provide dressing room, flush floor shower and store.

Councillors considered this application and had no comments to make.

ii. APPLICATION REF: 16/506358/FULL

ADDRESS: 122 Sterling Road Tunstall Kent ME10 1SW

PROPOSAL: Single and two storey extension to rear and side elevation.

Councillors considered this application and had no comments to make.

iii. APPLICATION REF: 16/506489/FULL

ADDRESS: 42 Park Drive Sittingbourne ME10 1RD

PROPOSAL: Proposed loft conversion with hip to gable roof extension (both sides), small dormer window with balcony to rear elevation and 4 No Velux windows to front elevation.

*Cllr Hibben left the room during the discussion of this matter as she had declared a pecuniary interest.*

Councillors considered this application and had no comments to make.

## 9. REPORTS FROM MEMBERS

KALC

Cllr Davison reported that he and Cllr Cook had attended a KALC meeting which focussed on Community Emergency Plans. Concern was expressed about the amount of money being spent on this.

Councillors considered a Community Emergency Plan to be a pointless exercise for Tunstall as the emergency services will take control in the event of an emergency. It was agreed not to progress the item.

Village Hall

Cllr Sills said there was nothing to report.

Five Parishes Group

Cllr Burgess said there was nothing to report.

## 10. FINANCE

i. Accounts and Cheques raised

	Chq. No	Payable to	Reason	Amount
05.09.2016	1137	Mrs W Licence	Salary and Expenses	<b>£242.12</b>
05.09.2016	1138	HMRC	PAYE	<b>£0.40</b>

05.09.2016	1139	Tunstall PCC	Hire of Midwinter Room: Parish Council meeting	<b>£15.00</b>
05.09.2016	1140	Ms L Wright	Andrew Heavey- litter picking	<b>£216.00</b>
05.09.2016	1141	Mr D Buckett	Internal Auditor's report	<b>£253.90</b>
05.09.2016	1142	Newington Parish Council	Share of SLCC membership	<b>£49.67</b>

Councillors considered the cheques raised and Cllr Davison **PROPOSED** to sign the cheques; **SECONDED** by Cllr Cook: **AGREED UNANIMOUSLY**.

*ACTION: Clerk to contact the bank about the update of the mandate.*

ii. To consider Independent Internal Auditor's report

Cllr Harwood said money needs to be transferred to the Business Account.

Councillors noted the report and Cllr Sills **PROPOSED** to implement the recommendations; **SECONDED** by Cllr Cook: **AGREED UNANIMOUSLY**.

## **11. AMENITIES**

i. To consider the provision of a children's play area

Cllr Burgess informed Members that he has spoken to a local land owner and the Parish Council's interest has been registered.

Cllr Harwood asked if the tree in the old school field can be removed as there are signs of drinking and camping in the area, the lock has been removed from the gate making the site vulnerable.

*ACTION: Clerk to report to KCC.*

ii. To consider the provision of hanging baskets and planters

Councillors considered suitable sites for planters and agreed that hanging baskets would not be viable because of issues with keeping them watered.

*ACTION: Clerk to obtain catalogue*

Cllr Hibben raised concern about the state of Coffin Pond.

*ACTION: Cllr Sills to obtain quotes for cleaning the pond.*

SBCllr Samuel said he would be willing to give a grant towards the project.

Cllr Cook said the village sign and seat are also in need of being varnished.

## **12. LITTER**

i. To consider site for litter bin.

Cllr Burgess said there is a bin by Policeman's Corner.

Councillors suggested a new bin could be sited by the church, on the corner by the village sign, or by the alley.

*ACTION: Clerk to ask SBC if they will empty a bin if the Parish Council buys it.*

ii. To consider provision of dog waste bags to be sited near park

Cllr Davison said the dog waste bags board does not cost anything as there is advertising on the board.

*ACTION: Clerk to investigate*

## **13. COMMONWEALTH DAY 2017**

Cllr Harwood said that Commonwealth Day is on 13 March 2017 and registration is by 13 January 2017.

Cllr Burgess said commonwealth flags could be put up on garden fences and an event could be arranged the weekend before and flags left up.

Cllr Hibben said that it would be good to involve the school children in the event too  
Cllr Sills said that Tunstall Together was very well supported and an event for Commonwealth Day would have to be inside the village hall, because of the time of year. A plan needs to be in place by the end of the year and local groups should be invited to take part in the event.

*ACTION: Cllr Burgess to draft letter to organisations for Clerk to send.*

#### **14. HIGHWAYS**

Cllr Cook asked whether anything was going to be done to clear the blocked drains.

Cllr Burgess said he will contact KCC again about the matter.

Cllr Harwood asked if there was any information about a school crossing.

Cllr Burgess said Alan Blackburn, KCC, will come out to look at this and other issues in the village.

Cllr Cook said the trench leading to the hole in the road outside the church has now sunk.

Cllr Burgess said he will talk to Alan Blackburn about this.

#### **15. CORRESPONDENCE**

1. 02.08.16: Email from resident with suggestion of site for cherry trees

2. 03.08.16: KALC: Notice of Finance Training and Finance Conference

Cllr Cook and the Clerk to attend the Finance Conference.

3. 08.08.16: SBC: invitation to the Swale Green Grid Partnership on 21 September

4. 13.08.16: Email from resident with suggestion of site for cherry trees

5. 16.08.16: Invitation to take part in the Christmas Tree Festival

Cllr Burgess said the Parish Council has entered a tree in previous years.

*ACTION: Cllr Harwood to organise the Parish Council Christmas Tree.*

6. 25.08.16: Victim Support: letter of thanks for donation

#### **16. ANY OTHER BUSINESS**

Cllr Hibben asked whether, following the Olympics, the Parish Council could sponsor a child. The Clerk advised the Parish Council is not permitted to give to an individual although it can give to an organisation.

*ACTION: Clerk to draft grant policy and application form.*

Cllr Sills said there has previously been an open gardens event in Tunstall.

Cllr Burgess said this was organised by the Tunstall Gardeners' Society and it could tie in with the beautification of the village.

There being no further business, the meeting closed at 8.25pm.

#### **DATE OF NEXT MEETING**

Monday 3 October 2016 at 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall

Signed as a true record of the proceedings:

Chairman

Date: