

# HARTLIP PARISH COUNCIL

## MINUTES of the Meeting held at Hartlip Village Hall on Wednesday 8 December 2021 from 8pm until 9.05pm

**Present:** Chairman: Cllr Graham Addicott OBE  
Cllr Paul White  
Cllr Peter Boundy (apologised and left the meeting at 8.15pm)  
Cllr John Davies  
Cllr John Wright  
  
Parish Clerk: Tracy Still

**Also Present:** Borough Cllr Alan Horton

### 21/151 Apologies for Absence

Absent with apologies: Cllr Paul Williams

Apologies for absence were also received from County Cllr. Mike Baldock and Borough Cllr. Richard Palmer

### 21/152 Declarations of Interest

The Chairman reminded Councillors of their duty to declare any interests.  
None were declared.

### 21/153 Confirmation of the Minutes

The minutes of the monthly Parish Council Meeting of 10 November 2021 were proposed by Cllr Paul White and seconded by Cllr John Wright.  
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).

### 21/154 Matters arising from the Minutes

See also Chair's Report.

21/162: Councillor attendance at meetings.

The Chair had written to the Councillor who had been unable to attend a meeting for some time due to health reasons and reminded him of Section 85 of the Local Government Act 1972.

Members were reminded of the requirement to contact the Clerk prior to any meeting if they were unable to attend and offer apologies for absence with reason.

A council cannot approve a reason for a councillor's absence from a meeting if no reason is given. To simply record in the minutes of a meeting that a councillor was absent does not amount to approval for absence. A

Councillor must give a reason for absence from a meeting and the minutes of that meeting must document that approval for a councillor's absence was agreed by resolution and, where possible, the reason for absence.

## **21/155 Public Questions**

No members of the public were in attendance.

## **21/156 Parish Highways Improvement Plan**

The first phase of HPC Parish Highways Improvement Plan having been successfully completed save for one issue, consideration was given to the outstanding matter of investigating if a reduction from 30mph to 20 mph was possible to achieve in Mill Lane.

Initial consideration was also given to matters to possibly be included in the second phase.

Any consideration of reduction in a speed limit must involve, as a first step, the carrying out of a speed survey by KCC.

A speed survey in Mill Lane was therefore identified as a first priority with consideration given to the carrying out of speed surveys on Place Lane and Munns Lane.

To this end the Chair had approached County Councillor Mike Baldock to request financial assistance with the cost of these surveys. A response was awaited.

Borough Councillor Alan Horton volunteered to provide funding for one speed survey in the next financial year and was duly thanked.

**Action: Chair**

HPC received reports of a motorcyclist travelling through the parish daily at excessive speed.

To be monitored and reported if the practice continues.

## **21/157 Report of Chair**

### **Civility in Public Life**

Parish Councillors had been asked to participate and submit evidence from their personal experience following the growing concern nationally regarding the abuse and attempts to intimidate individuals in public life.

This abuse can take various forms and includes abuse posted by people on social media.

The Local Government Association's Research and Information Team is conducting a survey in which they are calling for evidence of the abuse and intimidation of councillors.

The association has committed to promoting civility in public life and supporting the well-being of members.

This call for evidence is an ongoing part of the Civility in Public Life Programme to capture members' experiences and emerging trends around abuse and intimidation from the public. Evidence collected will help the LGA to develop a body of evidence to support legislative and systemic change and develop support for members.

Evidence had been submitted.

***The following definitions are used for this survey:***

***Abuse*** – words and/or behaviour that constitute abuse or mistreatment can include, but is not limited to, physical abuse, bullying, emotional abuse, unsolicited abusive communication, and harassment. It may be one-off or repeated.

***Intimidation*** - words and/or behaviour intended or likely to block, influence, or deter participation in public debate or causing alarm or distress. It may be one-off or repeated behaviour.

#### **PSCO attendance at meetings**

PCSO John Cork would be moving to Sheerness from 1 January 2022.

PCSO Lorraine Holmes would be his replacement.

PCSO Holmes had been unable to attend the December meeting but has stated that it is her intention to attend meetings of the Parish Council whenever possible or to provide a written report when it is not possible.

#### **Councillors**

A Notice of Vacancy for a Councillor to be co-opted to the Parish Council had been advertised on the Parish Council website, HPC Notice Board and in the Forum with a closing date for applications of 9 December 2021.

No applications had been received.

The Clerk was requested to remove the closing date from the advertisement displayed on the website.

**Action: Clerk**

### **21/158 Police and Neighbourhood Watch Matters**

The official dissemination of information regarding NHW incidents to residents was raised.

The distribution of the emails sent out by Patricia Roberts (NHW official) to residents who had signed up to this system had been reported to have ceased but this had not been agreed by HPC.

The matter will be discussed further.

A report had been received of a van window being smashed and tools stolen between 5 and 6 December 2021 at Popes Hall, The Street, Hartlip.

## **21/159 HPC Amenities: Councillor Reports**

- i. Recreation Ground  
A quotation for grounds maintenance had been received from Commercial Services, with a 4% increase for the year 2022.  
All Councillors agreed to accept the quotation and renew the contract.
- ii. The Parkland  
Nothing to report.
- iii. The Allotments  
The need to give attention to the poplar trees situated in the orchard adjacent to the west side of the allotments had been raised over a number of years by HPC with the landowner and tenant for Health and Safety reasons.

Work was scheduled by the tenant for 26.11.21 with the necessary arrangements made by them with Power Networks.

HPC informed allotment holders of this arrangement some days before 26.11.21 and advised that they should not attend the allotments on that day for H&S reasons.

The work should have taken place from the orchard and no permission was sought by the orchard tenant or contractor to enter allotment land. In the event, the allotments were accessed by workmen and plant without permission and damage was done.  
HPC has been and will be in contact with both the orchard tenant and contractor regarding the unauthorised access and the damage sustained.

**Action: Chair**

Proposed purchase: The Chair would check the continued availability of funding towards the purchase of the allotment land.

## **21/160 Other HPC Responsibilities: Councillor Reports**

- i. Hartlip Village Hall  
Nothing to report.
- ii. Highways  
The salt bin at the junction of Mill Lane/A2 had been filled.

The Keep Britain Tidy campaign 'The Great British Spring Clean' is scheduled to take place between 25 March – 10 April 2022.

HPC will participate in this project and Cllr Davies was asked to make the necessary arrangements on behalf of HPC.

**Action: Cllr Davies**

- iii. Footpaths  
Fencing had been erected along footpath ZR81.

- iv. The War Memorial  
Nothing to report.
- v. The Village Pond  
The Chair is sourcing quotations for the supply and installation of a bench seat.  
**Action: Chair**

#### **21/161 Platinum Jubilee Celebrations**

It was confirmed that the beacon would be lit at 9. 15pm.  
The event will be discussed further at the January meeting.

#### **21/162 County and Borough Councillor's Reports**

Borough Cllr Alan Horton reported road closures scheduled for January 2022 in Dane Lane and Place Lane.  
Cllr Horton confirmed that he continues to support HPC's application for additional Local Green Spaces in the parish.

#### **21/163 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 were presented to the Parish Council.  
These were signed and dated by the Chairman.

Cheques were presented for signing.

J Davison	Ground Maintenance - Allotments	£ 200.00
T Still	Clerk Salary & Expenses Nov 2021	<u>£ 237.27</u>
	Total	<u>£ 437.27</u>

- i. Budget  
The Budget Report 2021/2022 was presented by the Clerk.  
The budget was proposed by Cllr Graham Addicott and seconded by Cllr John Wright.

Precept

All members of the Parish Council agreed that no increase would be sought in these difficult times and the precept would remain at £8000 for the year 2022/2023.

#### **21/164 Planning Matters**

- i. Applications received since the November meeting.  
**Application ref: 21/503629**

Change of use of land from agricultural field to three horse paddocks, erection of stable building of two loose boxes and hay store at Hartlip Barn, Sweepstakes Farm, Lower Hartlip Road. (Revised details)  
**(Objection)**

**Planning Appeal Householder Application.**

Notification has been received that an appeal has been lodged in relation to the decision of Swale Borough Council to refuse permission for the erection of an outbuilding to be used as a gym at Copper Beeches, The Street, Hartlip.

**21/503741/FULL & 21/503742/LBC Popes Hall**

On receiving the Conservation Officer's comments, HPC agreed to maintain its objection to the alterations to the greenhouse.

**Hartlip Barn, Sweepstakes Farm, Lower Hartlip Road**

HPC had received correspondence from a concerned neighbour regarding manure.

ii. **Enforcements**

The Parish Council was disappointed to note that it had received no updates on developments for many months despite regular pursuing of this matter.

**21/165 Correspondence**

None

**21/166 Information Items**

**Climate Change**

Following the COP26 Global Climate Summit held during October/November 2021, HPC agreed to discuss the matter at a later date and consider ways the parish could support SBC in its climate change plan.

**Other matters**

Cllr Davies advised members that, due to health reasons, he would be unable to attend any future KALC meetings. Another member of HPC will be selected at a later date to attend KALC meetings alongside The Chair.

The meeting closed at 9.05pm.

The next Parish Council Meeting is to be held at Hartlip Village Hall on Wednesday 12 January 2022 at 8.00pm.

Signed .....

Date .....