

HARTLIP PARISH COUNCIL

MINUTES of the meeting held at Hartlip Village Hall on Wednesday 9 June 2021 from 8pm until 9.35pm

Present: Chairman: Cllr Graham Addicott OBE

Cllr Paul White
Cllr John Davies
Cllr Paul Williams
Cllr John Wright

Parish Clerk: Tracy Still

Also Present: County Cllr Mike Baldock,
Borough Cllr Alan Horton and Borough Cllr Richard Palmer
2 members of the public

21/84 Apologies for Absence

Absent without apologies: Cllr Peter Boundy.

Absent with apologies: Cllr Klaire Lander.

21/85 Declarations of Interest

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

21/86 Confirmation of the Minutes

The minutes of the monthly Parish Council Meeting of 19 May 2021 were proposed by Cllr Paul White and seconded by Cllr John Wright.

All Councillors in attendance at the May 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).

21/87 Matters arising from the Minutes

21/64: The Recreation Ground.

The Clerk had contacted SBC regarding the frequency of the emptying of the rubbish bin in the Recreation Ground and was waiting to hear from the Environmental Response Team.

Action: Clerk

21/68 ii: The Parkland.

The Clerk had contacted Peter Rayfield as instructed to request repairs be carried out to the water leak on the stop cock. A response is awaited.

Action: Clerk

The leaning larch tree had been felled and the area had been cleared of all debris. Invoice awaited.

21/68 iii: The Allotments

The allotment tenant who will be vacating their allotment due to the sale of their property had been reminded of Allotment Tenancy Agreement Para 4(e) and also that any paraphernalia such as wheelie bins, compost bins must be removed from the allotment plot.

The tenant had acknowledged receipt of the correspondence, indicated that the items would be removed and that the Parish Council would be informed of moving dates once available.

Upon receipt of termination date, the Tenancy Agreement will be ended and any refund made if appropriate.

21/88 Public Questions

Two representatives from the Rose and Crown Pub attended the meeting to outline a proposal for conversion of the existing garage into a shop.

Councillors indicated support in principle but made clear that this was subject to sight of a detailed planning application and that the Parish Council would need to consider any representations made by residents.

21/89 Review of Councillor's duties

A review of Councillor's duties took place and were finalised as follows:

Graham Addicott OBE: Chairman

Planning, Allotments, Standards Committee for Swale Borough Council, Swale Western Area Committee, Kent Association of Local Councils, Campaign to Protect Rural England.

Paul White: Vice Chairman

Planning, Recreation Ground including Children's Play Area, Grant Sourcing, Chair of Forum Committee.

Peter Boundy

Planning and Footpaths.

John Davies

Planning, Highways and Kent Association of Local Councils.

Klaire Lander

Planning and Neighbourhood Watch.

Paul Williams

Planning and Hartlip Village Hall Management Committee

John Wright

Planning, Village Pond, The Parkland.

The Chair and Cllr Wright will arrange a site visit and provide the Parish Council with a report of proposal for future maintenance, heritage and conservation work to the Village Pond.

21/90 Report of Chair

The Chair reported on the following matters:

Meeting of Western Area Committee held virtually on 1 June 2021.

The Chair had attended the meeting.

Two matters were raised which directly affect Hartlip.

1. The first was related to HPCs request for its Conservation Area to be reviewed. Full discussion of this matter was put back until the September meeting of the Committee for consideration.
2. The second was the question of noise from the M2 motorway about which HPC had received complaints.

This matter was discussed at the May meeting of the Parish Council and, as a number of villages could be affected by the noise and benefit from any action, Councillor Palmer agreed to refer it to the Swale Western Area Committee.

The Committee seemed to assume that HPC had taken the matter up with the Highways Agency and the Western Committee would consider taking it forward if HPC was unsuccessful in its efforts. Because of the decision at the May meeting to refer the matter to the Western Area Committee HPC has not taken the matter up with the Highways Agency.

Councillors agreed that the Chair should now take the matter up with the Highways Agency.

A representative of the Newington History Group gave a talk on their work in relation to promoting the local area and this was followed by further discussion on the walking and cycling routes project referred to at the last meeting of HPC.

Meeting of the Swale Area Committee of KALC held on 8 June 2021.

The Chair had attended this meeting together with Cllr John Davies representing HPC.

The main speaker was James Freeman, Head Planner of Swale Borough Council who spoke about the Planning System and planning consideration.

The second speaker Mike Phillips from the Kent Reptile and Amphibian Group gave an interesting talk on reptiles and amphibians and spoke about the reintroduction of greater crested newts, which are protected species, to local ponds.

Highways Plan

Three letters of objections had been submitted in response to the Public Consultation which had prompted the need for implementation of procedures by KCC Highways.

The Chair had requested an update from KCC Highways and is awaiting a response.

Complaint about dead branches on trees at the northern end of the allotments.

A complaint had been received from an allotment holder concerning a Health and Safety issue relating to dead branches in the garden of a property in the Conservation Area bordering the allotments.

The Chair had resolved the matter by consulting with the landowner and with SBC Tree Officer. The work has been carried out.

Complaints about dog mess on the Lower Hartlip Road.

Complaints had been received regarding the amount of dog mess on the Lower Hartlip Road and on one occasion on a resident's front lawn. The Chair had reported the matter to the Dog Warden who had visited the site, put up additional signage and will continue to monitor the area.

The Chair will provide a piece for the July edition of the Forum, providing the contact details of the Dog Warden.

Action: Chair

Consultation to agree Listing Criteria for Local Heritage List.

The Chair had circulated a consultation letter from Swale Borough Council to all Councillors on the above matter for their consideration.

All Councillors agreed that the Chair should respond to the consultation in support of the proposals.

Action: Chair

Proposed one way system in South Bush Lane on Boot fair days.

The Chair had alerted Councillors to a proposal by the organiser of the Boot Fairs in South Bush Lane for a one-way system

All HPC Councillors expressed their objections to the proposal.

Covid 19.

At the outbreak of the Pandemic in March 2020 HPC recognised its responsibility to its residents, responded immediately and in a variety of ways. Conscious of the possibility that there may be vulnerable residents or residents that could become vulnerable during the Pandemic, the Chair

undertook to recruit volunteers to help within the village with tasks including leaflet delivery, collection of prescriptions and food supplies, mail or a phone call.

Residents were given the Parish Council website, Parish Council Chair and Clerk's telephone numbers as means of contact.

Over 50 volunteers came forward immediately.

In addition, the Parish Council set up a Covid-19 WhatsApp group (Hartlip Chat) for anyone wishing to communicate regarding Covid matters in that way.

A flyer was delivered to every household providing details of the above services.

A second flyer was prepared and delivered to residents when Lockdown 2 was announced, reiterating the Parish Council emergency arrangements and it included details of the Kent Together helpline and Swale Borough Council Emergency Support Service.

As the huge success of the vaccination programme is seen and the number of deaths and hospitalisations is on the decrease, the Chair proposed that the Parish Council review whether emergency arrangements needed to be reconsidered and suspended.

All Councillors agreed that suspension of all emergency arrangements was the appropriate course of action but that a decision on the date for start of this suspension would be determined after the Government restrictions update on 21 June 2021.

Use of Social Media.

The Covid-19 WhatsApp group (Hartlip Chat) set up by the Parish Council specifically and solely to provide support, help or advice in Covid related matters now appeared to be used largely for non-Covid related topics and so was not being used for purpose.

Following complaints received from a number of residents regarding content being posted by members of the public, all Councillors agreed that the WhatsApp group would be closed.

The Chair would contact the administrator to request the group be closed.

Action: Chair

Proposed Purchase of the Allotments.

The Chair reported that there had been no further developments.

21/91 Police and Neighbourhood Watch Matters

Nothing to report.

21/92 HPC Amenities: Councillor Reports

- i. Recreation Ground
Nothing to report.

- ii. The Parkland
An existing grazier had been informed of the Parish Council's decision to permit the grazing of a donkey on The Parkland. No confirmation of the introduction of a donkey had been received.

A colony of bees had swarmed onto a tree close to the footpath.
It was agreed to leave the bees until they move on naturally.
- iii. The Allotments.
The vacant allotment plot had been let and documents issued.
Due to the condition of the plot, the remaining rent for 2020/2021 had been waived.

21/93 Other HPC Responsibilities: Councillor Reports

- i. Hartlip Village Hall
Nothing to report.
- ii Highways
Nothing to report.
- iii Footpaths
Following a complaint received in March 2021 regarding restricted access to footpath ZR60 due to the ploughing of the adjacent field a further complaint had been received that the footpath had remained uncleared.
The Chair had reported the footpath to KCC.

21/94 County and Borough Councillor's Reports

Cllr Richard Palmer reported that a complaint had been received regarding the excessive number of advertising signs at the Christmas Tree Farm on the A2.

HPC Chair questioned what action had been taken regarding the excessive signage around the London Road Café and reminded Cllr Palmer of the reference number of the referral.

SBC Environmental Enforcement Team are scheduled to attend Munns Lane following continuous reports of a lorry parked in the area.

SBC Environmental Health Team are scheduled to take action against the nuisance bonfires and toxic smoke which occur regularly in the Upchurch area and which affect Hartlip residents.

Cllr Baldock paid tribute to his predecessor, Cllr Mike Whiting and confirmed that he would continue to support and assist HPC with any matters Cllr Whiting had been involved in.

He confirmed that HPC had his support with the Parish Highways Improvement Plan and that he would be happy to attend any road improvement inspections.

21/95 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.

Business Stream	Water/The Parkland/05.01.21-12.05.21	£ 81.56
T Still	Clerk Salary & Expenses May 2021	£ 238.54
B Addicott	Reimbursement HUB Funds/Allotment Fence/Hedge	<u>£ 900.00</u>
Total:		<u>£1220.10</u>

The Chairman proposed the transfer of £6,000 of reserve funds to the Contingency Fund to give a Contingency Fund total of £14,000 towards the purchase of the allotments and associated legal costs.

All Councillors agreed to the transfer of reserve funds.

The Clerk will make the necessary amendments to the finance documents.

Action: Clerk

21/96 Planning Matters

- i. Applications received since the May 2021 meeting.

Application Ref: 21/502615/LDCEX

Certificate of Lawful Development (existing) for continued use of land for the siting thereon of the mobile home occupied as a self-contained residential dwelling at Digswell, Lower Hartlip Road.

(No comments)

Application Ref: 21/500778

Erection of a single storey rear extension and detached garage to the rear of 10 Hartlip Hill (part retrospective revised scheme to 20/500039)

(No objection)

Application Ref: 21/502553

Creation of second floor, insertion of new and replacement windows, including internal and external alterations. Erection of single storey rear garden room extension. Erection of single storey shelter to house vehicle, refuse bins and garden tools at Wisteria Cottage, The Street, Hartlip.

(Under consideration)

Application Ref: 21/502554

Listed Building consent in respect of the above application.

(Under consideration)

Application Ref: 21/502937

Application for a first floor pitched roof link and dormer window. Removal of patent glazing and insertion of roof lights at Woodpeckers, The Street, Hartlip.

(No objection)

ii Enforcement

The Chair reported:

Land adjacent to the M2 motorway, Warren Lane.

The caravan remains on the land. Reports had been received that a wall was now being erected either side of the entrance to the property and this had been reported to SBC Planning Enforcement.

Other enforcement matters: no further developments

HPC expressed its concern over the SBC Planning Enforcement policy of investigating a planning enforcement issue within 21 days of receiving the report and the implications that this long delay might have.

Cllr Baldock confirmed that this matter should be raised with SBC as any planning breach should be responded to immediately.

Cllr Baldock confirmed that SBC are looking to extend access to the Planning Enforcement portal to Parish Councils.

21/97 Correspondence

None

21/98 Information Items

A complaint had been received regarding air pollution from a manure pile at a property within the village which, the complainant had stated, spontaneously reignites daily.

Councillors familiar with the location had seen no evidence of this.

It was suggested that any nuisance could be reported to SBC Environmental Response Team.

The meeting closed at 9.35pm.

The next Parish Council Meeting is to be held at Hartlip Village Hall on Wednesday 14 July 2021 at 8.00pm.

Signed

Date