

**Minutes of the Hunton parish Plan steering Committee
22nd February 2011 8pm at Hunton Village Club**

Present: Mrs Barbara Wright, Mrs Annette Trought (Chair), Mr Guy Oliver, Miss Judi Arnold (Secretary), Mr Tony Stanbridge

In Attendance Mr Alan Bishop, Mr Mike Summersgill

Apologies Mrs Kathy Reid, Mrs Di Martin, Mr Brian Mortimer, Mr Roger Sawtell, Mrs Alison Ellman-Brown, Mr David Heaton, Mrs Sue Heaton

Welcome and Apologies

1. The Chair welcomed everyone attending the meeting. Apologies received as above.

Minutes of 8th December 2011

2. It was agreed that the minutes of this meeting were an accurate record.

Treasurer's Report

3. The Treasurer was not present. It was noted that the account balance remains £186.98.
4. New signatory mandate to be completed by the chair. **Action Chair**

Committee Updates

Plan Priority 1 – Highways and Transport

5. Speed Watch – The committee received a detailed report from Mr Guy Oliver regarding Community Speedwatch and learnt:
 - PC Warren Jarvis and PC Guy Roll are the responsible officers regarding community speed watch training.
 - We would need to purchase the necessary equipment which has a cost of around £1000, or borrow this from another local community.
 - Yalding and East Fareigh are believed to own suitable equipment, Guy Oliver is seeking contacts to arrange borrowing/hiring of equipment.
 - Owners of the equipment would need to teach the Hunton volunteers how to use it.
 - Volunteers would also be required to attend a Speed watch training session with Kent Police.
 - 2 Speed watch sites would need to be identified and approved by Kent Police these must be in 30 or 40mph zones.
 - 'Volunteers deployment rules' for community Speed watch were provided to the committee and are included in appendix 1.

Discussion took place about suitable sites within the village – the most obvious and necessary place being West Street by the school – this would be suitable until progress is made with the 20mph trial.

Action

Chair to approach Hunton school to see if a volunteer can be identified to take part in the speed watch. This would complete the 6 needed.

Guy Oliver to identify owners of speed watch equipment locally and determine arrangements for borrowing/hiring equipment

6. 20mph Speed limit trial – No new information received since the last meeting. **Action Chair to contact the school for an update**

Plan Priority 3 – Environment

7. Footpath – Roger Sawtell provided a written update which confirmed that the legal agreements for the footpath are now in place. David Smith at KCC is waiting for quotes for the installation of the bridges, these are due by the 29th February and the work will be undertaken soon afterwards. There is a pressure for the work on the hedges to be completed quickly before bird nesting season begins, Parish council to discuss this and action at their next meeting **Action Tony**

Standbridge

8. Neighbourhood Plan – The committee learnt that Flo Churchill attended the Parish council planning meeting on Monday 12th December and provided information on developing a neighbourhood plan. Toni Standbridge provided the following information:
 - Putting together a Neighbourhood Plan is a significant undertaking.
 - Any building identified should be in keeping with the requirements of the local community.
 - A local housing needs survey needs to be conducted to determine what these requirements are.
 - There will be seminars regarding the localism bill during April 2012 which members of the parish council will attend for more information.

Action Tony Stanbridge to provide a further update at the next meeting
Mr Alan Bishop offered to support future actions relating to the Neighbourhood plan.

9. Sustainability – Mr Mike Summersgill reported that there were to be no planned changes to current recycling arrangements in the local area.
10. Biodiversity – Mr Mike Summersgill reported that the Medway Valley partnership would be contacted in regard to Biodiversity.
11. Community Orchard – The subgroup met in January to discuss the development of the orchard and walked the site. Subgroup will be approaching the Medway Valley Partnership for support in planning the community orchard.

Plan Priority 4 – Community

12. Communications – The committee learnt that the village diary has been converted to a google calendar which the communications officer can update. This remains available through the Hunton website. The village diary will continue to be promoted through the Herald. **Action Communications Officer**
13. Welcome Pack – Communications officer reported that this is now available in draft format and thanked everyone that has contributed to it's development so far. Communications Officer will be contact the printers for an estimate to produce hardcopies so that the Parish Council can be approached regarding funding. **Action Communications Officer**
14. Village Hall – The committee learnt that the Solar Panel's are due to be installed on Thursday 23rd February 2012. Mr Alan Bishop asked that thanks be extended to the Parish Council for their support with the funding of these works.
15. Christmas Lights – Work is in progress for Christmas lights at the Village Hall in 2012
16. Playing fields - The following action is carried over to the next meeting "The committee learnt that funding/budgets for play equipment generally may have moved concurrent function money to district councils. **Action David Heaton to confirm**"

AOB

17. Village Shop – It had not been possible to invite Carl Adams to this meeting. Agreed to extend the invite to the April meeting to discuss the options for a village shop. **Action Secretary**
18. Reporting back to the village – as agreed in minutes of 8th December - **Action chair**
19. Emergency Response Information – We have received information (via the Parish Council) about development of local volunteer teams to assist communities in times of crisis by The British Red Cross. This will be circulated and discussed at the next Parish Plan meeting.

Future Meeting Dates

16. Dates for 2012 meetings (planned to fit with Parish Council meeting dates)
 - Wednesday 25th April 2012
 - Wednesday 27th June 2012
 - Wednesday 29th August 2012
 - Wednesday 24th October 2012 (please note correction of date)