

HUNTON PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON THURSDAY 13TH NOVEMBER 2008
AT HUNTON PARISH HALL

PRESENT : Cllr R Sawtell in the Chair, Cllrs K Eatwell, D Heaton, L Leonard, R Porter,
G Thomas, M Walter and Mrs V Stancombe, Clerk

IN ATTENDANCE: County Cllr P Stockell (from Item 7 to Item 10) Borough Cllrs J Wilson (from Item 4 to Item 10)
and Cllr B Mortimer and J Wilson and three parishioners were present throughout the meeting.

1. APOLOGIES

Were received from Cllr Parr.

2. COUNCILLOR DECLARATIONS

There were no declarations of interest made.

3. MINUTES of COUNCIL MEETING held on 11th September 2008

The Minutes of the meetings had been previously distributed and were unanimously **Agreed** to be an accurate record. The Chairman signed off the official copies.

4. POLICE BUSINESS

PCSO Hannah Percival was unable to be present but had provided the crime figures which were reported by the Clerk being one incident of criminal damage, one theft and one burglary since the last meeting.

5. FREEDOM OF INFORMATION ACT 2000

Members noted the Information Commissioner has revised the Publication Scheme and **Resolved** to adopt the new Model Scheme for Parish Councils as approved by the Information Commissioner with immediate effect.

6. HIGHWAY AND FOOTWAY MATTERS

6.1 Footpath – Benstead Close to Village Hall

Members noted receipt of the breakdown of the footway cost of approximately £175,000 from KHS. There followed some discussion regarding the costs provided, who owns the land and how to proceed with the project and it was proposed by Cllr Porter, seconded by Cllr Thomas **“to set up a Working Party to progress the project and report back to the Council.”** This was **Agreed** and Cllrs Eatwell and Heaton and Mr A Bishop will join Cllrs Porter and Thomas on the Working Party who will liaise with Borough Cllr Parr. It was further **Resolved** the Council will pay any costs incurred by Mr Bishop.

ACTION: CLLRS EATWELL/HEATON/PORTER/THOMAS

6.2 Peace Cottages

The Chairman reported there had been no reply to the letter sent to the School requesting assistance with this project for kerbing by Peace Cottages and to adjust the level of the road to ensure the water drains away. The Peace Cottages Trustees had decided not to support the project as they felt it was important to utilise their resources on improvements to the properties such as central heating. It was therefore proposed by Cllr Sawtell from the Chair **“that the project is put on hold for the time being”**. This was **Agreed**.

7. RESOURCES AND ENVIRONMENT MATTERS

7.1 King George V Playing Field

Cllr Eatwell reported there were a few matters discussed at the last Committee meeting including the footpath and the play equipment. The Village Hall Car Park had deteriorated and become dangerous and a Working Party was organised to carry out some temporary repairs and so far these have proved successful. The Committee have decided to organise a Fete for next year on Saturday 27th June.

- 7.2 Playing Field and Parish Council**
 Members **Noted** the Audit Commission had returned the Council's Annual Return for Year End 31st March 2008 and have stated the Council must not make payments on behalf of a charity that will not be reimbursed and a separate bank account must be established for the King George V Field Charity. While Members considered a letter from the Charity and noted it had previously been advised this was not a requirement, it was Agreed the Audit Commission's comments should be adhered to and a separate account is required to be set up by the Charity with an annual donation from the Parish Council to support its work.
 Members **Noted** ACRK had advised that there should be a lease in place between the Parish Council and the King George V Field Charity and the Clerk was asked to further investigate this matter. **ACTION CLERK**
- 7.3 Annual Playground Inspection**
 Cllr Eatwell reported the play area has been assessed in line with recommendations in the RoSPA report that was carried out in July. Quotations obtained were discussed and it was proposed by Cllr Heaton, seconded by Cllr Walter "that the quotation from M&M Contractors of £1,740.00 plus VAT is accepted to carry out the repairs as quoted". This was **Agreed** and the Clerk was asked to formally request assistance from the County and Borough Councillors. **ACTION: CLERK**
- 7.4 Telephone Box – West Street**
 Members **Noted** the consultation with the electorate on whether the telephone box in West Street should be retained at a cost of £500 per year has revealed that from a total of 27 replies only 6 people wished to keep the phone box. It was **Resolved** there is no justification for the Council to retain the payphone.
- 7.5 Computer Records**
 Members **Noted** the Clerk has purchased two USB Memory Keys at £8.99 each to be used for backing up and safeguarding Council documents and Cllr Eatwell **Agreed** to hold the Memory Key between meetings.
ACTION: CLLR EATWELL/CLERK
- 7.6 Lord Lieutenant of Kent's Civic Service**
 Members noted the annual invitation to this service to be held at Rochester Cathedral on Thursday 26th March 2009 commencing at 11.00 am but there is no-one available to attend.
- 8. PARISH PLAN**
 Cllr Porter reported work on the Parish Plan is scheduled to commence in January 2009.
ACTION: CLLR PORTER
- 9. MATTERS OF REPORT**
 Reports were received as follows:
- 9.1 County and Borough Councillors**
 Cllr Stockell reported on various issues including Kent School Examination results, Highways issues, KCC funds held in Iceland, the South East Plan, launch of Kent Health Watch and the Gypsy and Traveller consultation being carried out by SEERA.
 Cllr Wilson reported on efforts to improve the structure of Planning Enforcement and Development Control.
 Cllr Mortimer reported on the Coxheath traffic calming issue.
- 9.2 Chairman**
 The Chairman attended a recent Highways meeting that promoted the new structure and importance of maintaining contact with Parishes and reported he intends to invite KHS to a meeting to show the poor state of Bishops Lane and George Street.
ACTION: CLLR SAWTELL
- 9.3 Individual Councillors**
 Cllr Porter raised the issue of speeding on West Street particularly outside the School and Speedwatch and traffic calming was discussed.
- 9.4 Clerk**
- 9.4.1 Play Area Road Sign**
 Members **Noted** following the RoSPA Report recommending a Play Area Road Sign Highways have looked at the site but did not agree there was any danger as there is hedging between the road and play area and therefore will not be installing the signage.

9.4.2 WWYC & CiLCA

Members **Noted** the Clerk has successfully completed the Working With Your Council Course.

9.4.3 Clerk – Employment

Members **Noted** the Clerk has accepted the position of Clerk to Barming Parish Council and commenced on 1st November.

10 FINANCE

10.1 Budget Monitoring Report

The budget monitoring report to 31st October 2008 was **Noted**.

10.2 Income received since the last meeting

Members **Noted** payments received as follows:-

Interest NatWest Capital Reserve Account	£8.43
MBC – 1 st Half Concurrent Functions	£2635.00
Fete Income – Village Club	£150.00
NWest – Refund of Bank Charges	£38.29
HMRC – Refund of VAT	£443.23
Interest NatWest Deposit Account	£8.09

10.3 Confirmation of payments already made

It was proposed by Cllr Leonard, seconded by Cllr Eatwell “**that the following payments made since the last Meeting are approved**”. This was **Agreed**.

DD – NatWest Bank Charges – July - September	£38.29
S/O - Mrs V Stancombe – Net salary for September	£275.72
S/O - Mrs V Stancombe – Net salary for October	£275.72

10.4 Cheques for signature

It was proposed by Cllr Heaton, seconded by Cllr Eatwell “**that the Council approve the following payments**”. This was **Agreed** and the cheques were signed:-

820 – MBC – Litterpicking July, August and September	£183.30
821 – Parish Hall Committee – Insurance contribution	£1741.69
822 – Mrs V Stancombe – Reimbursement of Expenses	£177.58
823 – HMRC – PAYE	£190.60
824 – Mr D Peacock – Car Park Materials	96.11

11 DATE OF NEXT MEETING

The next Council Meeting is on Thursday 15th January 2009 at 8.00 pm Hunton Parish Hall.

There being no further business to be discussed the meeting closed at 9.40 pm