

## HUNTON PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 8<sup>TH</sup> SEPTEMBER 2011 AT HUNTON VILLAGE HALL

**PRESENT:** Cllr R Sawtell in the Chair, Cllrs D Heaton, L Leonard, G Thomas and Mrs S Goodwin, Clerk

**IN ATTENDANCE:** Seven parishioners were in attendance throughout the meeting.

**1. APOLOGIES**

Apologies were received and accepted from Cllrs R Porter and M Walter and Borough Cllrs D Collins and B Mortimer.

**2. COUNCILLOR DECLARATIONS**

There were no councillor declarations.

**3. PARISH COUNCILLOR VACANCY**

Following Cllr Keith Eatwell's resignation, a Notice of Casual Vacancy was placed on the notice boards on 29<sup>th</sup> June. A request was not made to the Returning Officer at MBC for an election within fourteen working days of the date of display of the notice, leaving the Parish Council to fill the vacancy by co-option. Three parishioners subsequently expressed an interest in the vacancy – Daryl Fuller, Danny Peacock and Tony Stanbridge. The Chairman asked each applicant to introduce himself to the Parish Council and indicate why he would like to become a councillor. Following representations from the applicants, Members agreed that it was a very difficult decision to make as all of the applicants had good attributes to bring to the role. The Chairman asked the candidates if they would be happy for Members to make the decision outside the meeting, once they had chance to have further discussion. The candidates all agreed.

ACTION: ALL MEMBERS

**4. MINUTES OF THE FULL COUNCIL MEETING HELD ON 14<sup>TH</sup> JULY 2011**

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

**5. MATTERS ARISING FROM PREVIOUS MINUTES NOT INCLUDED IN THE AGENDA**

Item 5 – Margaret Carpenter, Secretary of the King George V Playing Field Management Committee, has provided the Clerk with a copy of the Annual Return sent to the Charity Commission which shows the amendments to the trustees of the playing field, following Keith Eatwell's resignation as Chairman of the Committee and Danny Peacock's appointment as Chairman.

Item 9.1 – A letter of thanks has been sent to County Cllr Stockell for opening Hunton Village Fete.

Item 9.1 – Copies of letters from Peter Court Associates have been sent to Borough Cllr Collins and Linton Parish Council.

Item 9.1 – A letter has been sent to MBC Planning regarding Plot 5 at Lughorse Lane.

Item 9.4.1 – Notices have been placed on the notice boards regarding the review of polling districts and places.

Item 10.4 – A contribution has been made towards the Village Hall insurance premium.

**6. POLICE BUSINESS**

PC Tom Mepstead and PCSO Richard Chainey were not present at the meeting and no crime figures had been provided in advance.

**7. HIGHWAY AND FOOTWAY MATTERS**

**7.1 Footpath – Bensted Close to Village Hall**

The Chairman reported that David Hubble is frustrated that he has not received the revised agreement from David Smith at KCC. The Chairman is meeting with Mr Smith on 12<sup>th</sup> September. Cllrs Heaton and Thomas also agreed to attend the meeting. Cllr Thomas commented that it may be worth the Parish Council sorting out the footpath without KCC if there is no further progress after the meeting as it has been a very

slow process. Members agreed to see what the outcome of the meeting was first.

## **7.2 Gateways**

The Clerk reported that she had contacted Helen Cobby, a design engineer at KHS, for an update on the Gateways project, as Michael Heath has been on sick leave for some time. Ms Cobby said that the new contractor, Enterprise, started on 1st September, and will be picking up work that Ringway was unable to deliver, Hunton's Gateways being one of those. KHS is waiting for their programme of works, so at the present time Ms Cobby is unable to provide a date as to when the works will be on site, but will contact the Clerk as soon as she knows.

## **7.3 New Salt Bin on Barn Hill**

Cllr Thomas reported that the new salt bin has now been installed on Barn Hill by KHS.

## **7.4 West Street Problems**

- Water leaking from the BT inspection cover – the Chairman reported that KHS are to provide a plan to the Parish Council, showing how the water problem can be resolved by putting ditching on parish land, following which the whole of the road will be resurfaced. The Clerk said that she had spoken to Alastair Coleman, the Engineer, who would like to meet Members on site to discuss the plan of action. Cllrs Sawtell, Heaton and Thomas suggested meeting him on 12<sup>th</sup> September at 3:30pm and asked the Clerk to arrange the meeting. ACTION: CLERK
- Dangerous potholes underneath the BT cover – the Chairman reported that the potholes will be dealt with when the leaking water is remedied.
- 20mph speed limit outside Hunton Primary School – the Chairman reported that Hunton is one of six schools chosen to take part in the pilot for 20mph speed limits outside schools. Although there will be a 20mph speed limit outside the school, the police will not necessarily be policing it, unless Hunton has its own Speedwatch. Six residents have volunteered for training by the police in the use of Speedwatch (a minimum of six people need to be trained). The speed gun can be obtained from East Farleigh Parish Council.

## **8. RESOURCES AND ENVIRONMENT MATTERS**

### **8.1 King George V Playing Field**

The Chairman of the King George V Playing Field Management Committee, Danny Peacock, reported the issues brought up at the last meeting on 17<sup>th</sup> August:

- Health and safety – no action required.
- The bins were not being emptied as regularly as they should have been, but the situation has improved now and the bin emptying is being monitored.
- The Committee has agreed to trim the hedge from the car park on to West Street to improve visibility for motorists.
- Brian Maytum was elected on to the Committee to represent Hunton Bowls Club.
- An ongoing problem is improvement to the play area and equipment – funding is required.
- Quotes have been received from three local companies for the repair of the parking facilities, in the range of £35-36k. The Committee want to obtain funding for the work, but as a temporary measure, the holes will be patched.
- Quotes are to be obtained for signs for a car park disclaimer and bye-laws.

Cllr Heaton recommended bodies such as the Football Foundation and Big Lottery as sources of funding.

The Chairman said that he would like to write to County Cllr Stockell, who is very supportive of Hunton, to ask her advice, possible alternatives available, whether funding is possible from KCC and whether she could recommend a contractor, or use KCC's contractor. The Chairman asked the Clerk to write a letter for him to send to Cllr Stockell. ACTION: CLERK

### **8.2 Hunton Parish Plan**

Cllr Heaton reported that a new Committee was formed at the last Hunton Parish Plan Steering Committee meeting. Annette Trought is the new Chairman and Judi Arnold the new Secretary. A number of action groups have been formed to action different areas of the Parish Plan, chaired by: Guy Oliver – Speedwatch; Di Martin – litter picking; Mike Summersgill – recycling and sustainability. A community pack is to be produced for people moving into the village, detailing who does what, facilities, clubs, etc. On the issue of affordable housing, 65% of people said they want it, but many people said they did not want the village to change. It may be necessary to carry out a housing needs survey and Action with Communities in Rural

Kent (ACRK) has blueprints for this, which could be undertaken in conjunction with the Parish Council. Cllr Thomas stated that the housing needs survey should be led by the Parish Council. The Chairman said that the Parish Council would wait for the Parish Plan Committee to make the request and proceed from there. The Chairman added his thanks to Sue Heaton and Barbara Wright, the outgoing Chair and Secretary, for all their hard work in producing the Parish Plan. The Borough Councillors have commented on what a professional document the Plan is. The Chairman asked the Clerk to write a letter to the Sue and Barbara thanking them for their contribution.

ACTION: CLERK

Cllr Heaton reported that one element of the Parish Plan is the development of a community orchard within the village. To action this it is necessary to identify possible locations for the orchard and establish the cost. Cllr Heaton suggested that the waste land behind the Bowls Club would make a good site, there would be no cost involved as it is part of the playing field. Members agreed. The Chairman added that Anne Bishop, the Tree & Pond Warden, needs to be involved regarding the trees if the Parish Plan Committee want to go ahead. Cllr Heaton clarified that a separate group would be formed to maintain the orchard, it would not be the responsibility of the King George V Playing Field Management Committee.

### 8.3 Notice Board & Village Sign

The Chairman reported that Barbara Wright has washed the East Street notice board and the perspex has cleaned up well, with only a few ingrained marks and does not think it needs to be replaced. Members **Agreed** that the glass does not need replacement and that Alan Blackledge-Smith should be asked to recoat the notice board at a cost of £35.

ACTION: CLERK

The Clerk reported that Mr Blackledge-Smith took the village sign down earlier in the week to carry out the repair work requested by the Parish Council. The sign is very wet due to the heavy rain and Mr Blackledge-Smith will start by giving the sign a thorough clean to remove the algae and allow it to dry out before starting the actual repairs.

### 8.4 Village Hall

The Chairman asked Alan Bishop, Chairman of the Village Hall Committee, to report on progress regarding the use of solar panels on the Village Hall roof. Mr Bishop reported that the Village Hall Committee would like to place solar PV panels on the south facing roof as the electricity costs of the Village Hall are very high. Quotations are being received from three contractors, the price ranging from £3,000 to £3,500 per kW that you put on the roof, so for a 4kW system this would cost £12,000 to £14,000 plus VAT. Mr Bishop met with Southern Solar today at the school, along with Jacqueline Leach. The Village Hall is working with the school, which is carrying out a similar scheme. A contractor will need to be appointed, but will require funding. Kent Rural Community Council has been helpful with regard to advice on funding and have said that to obtain grant funding it is necessary to provide a good reason for the grant, such as attracting more users. It is worth borrowing money to do the work as the feed in tariffs are attractive and the current electricity costs are high. Mr Bishop advised that he will package the three quotes, take the advice of KRCC and recommend a contractor.

Cllr Heaton advised that the Public Works Loan Board lends money to parish councils for capital projects. KALC has to support the request, which will then go to the Local Government Environment Office, who generally release the money quite quickly. Interest rates are good – 1.92% fixed for 10 years, which means approximately £100 a month repayment. KALC has suggested going to ACRK to show that other means of funding have been sought. In addition, the Village Hall is owned by the Parish Council, so the VAT can be claimed back. The Chairman asked how the project would move forward. Mr Bishop replied that a working group would need to be set up, preferably before the next Parish Council meeting, which is two months away. Mr Bishop advised that this would be possible in approximately four weeks.

### 8.5 Woodland Trust Trees

The Chairman reported that the Parish Council has received an email from the Clerk to Coxheath Parish Council stating that Coxheath Parish Council is considering the possibility of ordering some trees (free of charge) from the Woodland Trust under their Diamond Jubilee Scheme. Coxheath Parish Council has identified the need for perhaps 25 trees in various locations in Coxheath, but since the minimum package is 105 trees, Coxheath PC would like to know whether a combination of East Farleigh, West Farleigh, Linton, Hunton, Loose and Boughton Monchelsea Parish Councils would like to examine the possibility of putting in a joint bid. Members **Agreed** that it would be worth ordering 105 trees to plant in Hunton, rather than just 25. The Chairman asked Mr Bishop whether he could ask Anne Bishop to consider which trees would be most suitable and where they would be best situated. The Chairman asked the Clerk to thank the Clerk to Coxheath Parish Council, but Hunton Parish Council would not like to put in a joint bid with Coxheath.

ACTION: CLERK

## **8.6 Government Consultations – Local Planning Regulations, Draft National Planning Policy Framework and Local Government Resource Review**

The Chairman reported that KALC has sent an email requesting that parish councils provide a response to KALC on the three government consultations above. Cllr Thomas stated that the Local Planning Regulations document was quite imprecise and the most important document was the Draft National Planning Policy Framework, which was something the Parish Council should be concerned about. The Framework takes a lot away from the current arrangements and certain safeguards. The need to develop brown field land prior to green field land has been taken away, so it is possible that a developer could put an application on a field around Hunton. Cllr Thomas advised that the Parish Council should respond by putting in an objection to it and would like to see the countryside preserved. The Chairman asked Cllr Thomas to draft a response, required by 3<sup>rd</sup> October to KALC. ACTION: CLLR THOMAS

The Chairman thought that the third consultation, the Local Government Resource Review was not that relevant to Hunton as there are not many businesses in Hunton, but would look into it.

ACTION: CHAIRMAN

## **9. MATTERS OF REPORT**

### **9.1 County and Borough Councillors**

County Cllr Stockell and Borough Cllrs Collins, Mortimer and Wilson were not at the meeting.

### **9.2 Chairman**

The Chairman reported that he had spoken to Borough Cllr Collins about planning applications. When the Parish Council is asked to make a response to a planning application, one of five options must be chosen and there is some confusion over the circumstances in which the various options should be chosen and the implications. Cllr Collins said that he had spoken to Rob Jarman, Head of Development Management at MBC, who would be pleased to come and talk to Members at the next Parish Council meeting. The Chairman asked the Clerk to inform Mr Jarman of the date of the next Parish Council meeting and place the item near the top of the agenda. ACTION: CLERK

The Chairman advised that he is to write a letter to John Burr, Director of KHS regarding the water situation on West Street (ref item 7.4), expressing his dissatisfaction. ACTION: CHAIRMAN

### **9.3 Individual Councillors**

The councillors did not have anything to report other than that already covered elsewhere in the meeting.

### **9.4 Clerk**

#### **9.4.1 Meeting Dates**

The Clerk reported that the Village Hall now has a regular booking on Thursday evenings and, as no Members have objected, the Parish Council meetings will take place on Monday evenings from now on. Members agreed to the following meeting dates for the rest of 2011 and for 2012:

Monday 14<sup>th</sup> November 2011

Monday 9<sup>th</sup> January 2012

Monday 12<sup>th</sup> March 2012

Monday 14<sup>th</sup> May 2012 (Annual Meeting and Annual Parish Meeting)

Monday 9<sup>th</sup> July 2012

Monday 10<sup>th</sup> September 2012

Monday 12<sup>th</sup> November 2012

#### **9.4.2 Upcoming Events**

The Clerk advised that invitations had been received for the following events and asked whether any Members would like to attend:

KALC Finance Conference – Lenham Community Centre – 7<sup>th</sup> October

Annual Meeting of Action with Rural Communities in Rural Kent – 13<sup>th</sup> October

Annual Council Meeting of Kent County Playing Fields Association – Town Hall, Maidstone – 21<sup>st</sup> October

The Chairman asked the Clerk to attend the KALC Finance Conference. ACTION: CLERK

#### **9.4.3 Appeal on Plot 5 Land At, Lughorse Lane – MA/10/1542**

The Clerk reported that a letter has been received from MBC regarding an appeal on Plot 5 Land At, Lughorse Lane. Cllr Heaton agreed to inform the Barn Hill group. ACTION: CLLR HEATON

**10. FINANCE**

**10.1 Budget Monitoring Report**

The Budget Monitoring Report to 31<sup>st</sup> August 2011 was **Noted**.

**10.2 Income received since the last meeting**

Income received since the last meeting is as follows:

Hunton Village Fundraising Committee – Refund of Float for Hunton Fete £1,000.00

**10.3 Confirmation of payments already made**

Members **Agreed** “**that the following payments made since the last Meeting are approved**”:

SO – S Goodwin – Salary & Office Allowance – July	£368.53
1025 – Hunton Village Hall Committee – Insurance Contribution	£1,862.00
1026 – KCC – 1 <sup>st</sup> Half Grounds Maintenance (KGF)	£553.04
SO – S Goodwin – Salary & Office Allowance – August	£368.53

**10.4 Cheques for signature**

Members **Agreed** that “**that the Council approve the following payments**” and the cheques were signed by Cllr Leonard and Cllr Thomas:

1027 – CPRE – Membership	£29.00
1028 – Kent County Playing Fields Association – Membership	£20.00
1029 – Craigdene Ltd – Annual Inspection of Play Area (KGF)	£72.00
1030 – MBC – Litterpicking for April (KGF)	£62.40

**10.5 Concurrent Functions**

The Chairman reported that a request has been made by MBC for financial information on 2010/11 Concurrent Functions spend and that the Clerk has completed the relevant forms. Members agreed that the Clerk could send the completed forms to MBC, together with a letter using wording recommended by KALC.

ACTION: CLERK

The Chairman advised that Borough Cllr Collins has reminded Borough Cllr Wilson to come and talk to the Parish Council about Concurrent Functions. The Chairman asked the Clerk to liaise with Cllr Wilson to obtain a date that he can meet with Members.

ACTION: CLERK

**11. DATE OF NEXT MEETING**

The next full Council Meeting is on Monday 14<sup>th</sup> November 2011 at 8:00pm at Hunton Village Hall.

**There being no further matters to be discussed the meeting closed at 9:42pm.**