

**HUNTON PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD ON MONDAY 8<sup>TH</sup> JULY 2013**  
**AT HUNTON VILLAGE HALL**

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

**IN ATTENDANCE:** County Cllr Stockell arrived before Item 8 and left before Item 10. Borough Cllr D Collins and five members of the public were in attendance, all of whom left before Item 10.

**OPEN SESSION:**

In the open session, prior to the start of the meeting, Alan Bishop, Chairman of the Village Hall Management Committee informed Members that he had a cheque to give the Parish Council for £2,233.69, the first FIT payment from the solar panels accumulated over 14 months up to June 2013. The next reading will be in September 2013. Mr Bishop asked whether the income would be used for anything in particular. Cllr Heaton explained that £500 per annum would offset the initial cost of the solar panels and the remainder would compensate for the reduction in the Concurrent Functions (now Parish Services Scheme) grant received from MBC.

**1. APOLOGIES**

Apologies for absence were received and accepted from Cllr S Wyles and Borough Cllrs B Mortimer and J Wilson.

**2. COUNCILLOR DECLARATIONS**

**2.1 Declaration of Interests**

There were no councillor declarations.

**2.2 Dispensations**

There were no requests for dispensations.

**3. MINUTES OF THE FULL COUNCIL MEETING HELD ON 13<sup>TH</sup> MAY 2013**

The minutes of the meeting on 13<sup>th</sup> May 2013 had been previously distributed. The Chairman of that meeting, Cllr G Thomas, signed off the official copy of the minutes.

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

Item 1.1 – The Chairman completed the Declaration of Acceptance of Office form prior to the meeting on 8<sup>th</sup> July 2013.

Item 5 – The Clerk has written a follow up letter to the original letter sent to MBC Planning Enforcement regarding breaches of planning conditions at Little Clock House, George Street. No reply has been received to either of the two letters as yet.

Item 8 – Cllr Sawtell has confirmed that he is on the CAB Board as a Hunton Parish Council representative, although he may not be on the board in future due to changes being made.

Item 14.1.1 – The Clerk has sent the letter from Philip Brown Associates Ltd regarding the Little Clock House application to MBC Planning Enforcement.

## 5. POLICE BUSINESS

PCSO Richard Chainey was unable to attend the meeting, but had provided an update on the crime figures since the last report received from PCSO Watts at the Parish Council meeting on 12<sup>th</sup> November 2012:

03/11/12 Theft  
03/11/12 Theft  
12/11/12 Criminal damage  
23/01/13 Burglary  
26/01/13 Burglary  
16/04/13 Theft from motor vehicle  
16/04/13 Burglary  
19/06/13 Theft of a motor vehicle from the Peace Cottages – vehicle recovered and 2 males arrested.  
19/06/13 Theft from motor vehicle – George Street  
27/06/13 Theft of kissing gates – Shinglebarn Lane  
27/06/13 Burglary from a horse shed – Lughorse Lane

## 6. HIGHWAY & FOOTPATH MATTERS

### 6.1 Footpath – Bensted Close to Village Hall

The Chairman reported that, following the completion of the footpath by KCC, there are a couple of outstanding issues. The hedge running alongside the footpath will need to be cut down in the autumn to approximately 1.5 metres in height. There is a large pothole on the Village Hall side of the road to Hunton Engineering which needs filling as people may need to step into West Street to avoid it, especially when full of water. The pothole is not actually on West Street itself, so is not a Kent Highways responsibility. Alan Bishop agreed to take a look at the hole and see how it could be remedied.

The Chairman read out the following quote, taken from an email from Sue Wood to Annette Trought:

“Dear Annette, just to say I hope Hunton Fete went well yesterday, and to share with you how the whole school walked to St Mary’s on Thursday for a church service using the new footpath! Many of the parents are walking the children to and from school and the Friday evening play in the park saw a crocodile of children and parents heading along the path, thank you! I am meeting the new Head teacher this week and the walking bus is on the agenda...”

The Clerk was asked to write a letter of thanks to Annette Trought for the organisation of the Hunton Fete and also to Philip Nichols, for his excellent commentary. ACTION: CLERK  
Members also asked the Clerk to write to Graham Rusling and David Munn of KCC to thank them for all their help in completing the footpath. ACTION: CLERK

### 6.2 Gateways

The Chairman reported that Andy Padgham has recently taken over from Ben Hilden on this work. The ‘Hunton’ nameplates still need to be added to the 30mph posts.

### 6.3 West Street Problems

The Chairman gave the following update on the outstanding issues:

- A road pin has now been inserted in the culvert pipe in front of the Village Hall to act as a barrier to prevent large items entering it.
- Richard Dixon has raised an order for the existing white lines alongside the playing field to be refreshed. Mr Dixon has advised that if marker posts are required, the number required would be of considerable expense.
- Unless there are any ‘injury’ crash statistics for Hunton Hill, then new lines will not be painted as budgets are now only available to address schemes where a proven safety requirement is necessary. Existing faded white lines will be refreshed.

There are no outstanding issues on the 20mph speed limit outside the school.  
Members asked the Clerk to speak to County Cllr Stockell regarding the marker posts.

ACTION: CLERK

#### 6.4 **Hunton Primary School Traffic Issues**

Correspondence has been received from several parishioners regarding parking problems and traffic congestion near the school, asking that Members consider ways to alleviate the problems. Members agreed that the traffic problem is serious, particularly when cars are trying to turn out of Bishops Lane and there are cars parked over the road. Members **Agreed** that the following actions should be taken:

- The Clerk should write to the new Head at the school, reminding her that parents should park in the Village Hall car park and use the new footpath to walk children to the school;
- It is a traffic offence to park opposite a junction, which has occurred on many occasions, and the Clerk should ask PCSO Chainey to carry out regular patrols near the school;
- The Clerk should write to MBC to ask whether rubbish collections can be carried out at a different time as it currently coincides with the school run.

ACTION: CLERK

#### 6.5 **Vegetation Clearance**

A letter has been received from KCC regarding vegetation clearance on public rights of way in 2013. The schedule will be 60% fixed and 40% reactive. The reactive part of the programme will allow for a further 407 metres (in addition to the 1,018 metres on the fixed schedule) of cutting to take place in the parish and Members are asked to consider whether they wish to nominate any paths for the reactive part of the vegetation clearance programme.

Members **Agreed** that no reactive work is required.

The Chairman has received a complaint regarding the footpath running from the end of The Square up to Grove Lane, which is vastly overgrown. Members asked the Clerk to write to the owner to ask that the vegetation is cut back.

ACTION: CLERK

#### 6.6 **KCC Consultation – A Sensible Approach to Street Lighting**

KCC has launched a consultation on the hours it is proposing to switch off lights during the early morning.

Members **Agreed** that they had no response to make to the consultation.

### 7. **RESOURCES AND ENVIRONMENT MATTERS**

#### 7.1 **King George V Playing Field**

The Chairman of the King George V Playing Field Management Committee, Danny Peacock, reported that the Management Committee had a meeting on 4<sup>th</sup> July, followed by the AGM on the same evening.

Issues from the Management Committee meeting were as follows:

- The annual field walk was held. Rabbits continue to be a problem on the football pitch and action will need to be taken to reduce the numbers. Other areas requiring attention include cutting back the beech hedge near the bowls green and additional hedge planting required in some areas along West Street.
- The new trim trail is being included in the monthly play area inspection by MBC.
- There have been incidents of dog fouling on the field.
- The Committee is giving consideration to siting a mirror opposite the entrance to the field and/or cutting back the tree to give better vision.

The AGM was much the same as last year. All planned meetings had been held during the year, the Committee was running smoothly and trustees were elected.

## 7.2 **Hunton Parish Plan**

The Chair of the Hunton Parish Plan Steering Committee was unable to attend the meeting. Cllr Heaton reported the following from the last Committee meeting held three weeks ago:

- Mike Somersgill is to carry out an environmental audit of the village.
- There was a Speedwatch report.
- The larger vegetation in the Community Orchard will be cut back later in the year. The decision on the funding bid will be made in August/September, but there may be other funding sources.
- The Committee had received a communication from Mr Hubble regarding a Housing Needs Survey on the land near Bensted Close. The Committee does not have any planning responsibility, so this needs to be passed to the Parish Council.

Members discussed affordable housing. The Parish Plan questionnaire had asked residents about affordable housing, to which residents had said they wanted cheaper housing, but did not want more building in the village. Affordable housing is not cheaper housing. Borough Cllr Collins stated that MBC is in the process of identifying green, amber and red sites, to be made public in September. The site near Bensted Close has been put forward in MBC's call for sites. Members agreed to wait until September to find out the decision from MBC before progressing further.

## 7.3 **Cricket Pavilion**

Simon Taylor and Steve Jones of Hunton Wanderers Cricket Club had asked to attend the meeting to ask for the formal support of Members in a funding application for a new cricket pavilion. The cricket pavilion is owned by the Parish Council and is now in a state of disrepair. The Cricket Club would like to apply for funding from Sport England for a new pavilion, the deadline for applications is 16<sup>th</sup> December 2013. As the Cricket Club does not own the pavilion or have a lease, the Cricket Club cannot make an application. There are three options:

- The Parish Council grants the Cricket Club a formal tenancy.
- The Parish Council replaces or renovates the pavilion.
- The Parish Council makes the funding application on behalf of the Cricket Club, who would prepare the application.

Mr Taylor stated that the third option would be most preferable as the VAT on the purchase could be recovered by the Parish Council. Four quotations for the work have been obtained, ranging between £59k and £92k.

Members asked whether Sport England would make a 100% grant and how it would be funded if it did not. Mr Taylor advised that Sport England has made full grants before, so hopefully there should be no shortfall. If there was a shortfall, it could be made up by the Cricket Club (and tradesmen known by them) carrying out some of the work to reduce the cost, by the provision of limited funds held by the Cricket Club and the VAT reclaim by the Parish Council. It may also be possible to obtain funding from MBC or KCC.

Members **Agreed** that the Parish Council should apply for funding on behalf of the Cricket Club, but there should be an awareness that additional funding may be required.

## 7.4 **Neighbourhood Watch**

Ann Sawtell and Sue Wyles are reforming the Neighbourhood Watch in Hunton. A start up meeting will be held in the Village Club on 19<sup>th</sup> September.

Members **Agreed** to support Hunton Neighbourhood Watch and fund items such as road signs which the Neighbourhood Watch may require from time to time.

## 7.5 **Open Spaces**

A letter has been received from Cllr Fran Wilson, Lib Dem Group Leader and MBC Leader of the Opposition, asking the Parish Council for assistance in drawing up a list of those local landscapes which the residents of the Borough believe should be safeguarded from future development within Maidstone Borough Council's emerging Local Plan. The letter asks that Members identify those green spaces and historic sites in the parish that are special to local people and should be protected within the Local Plan, with a supporting paragraph.

Members **Agreed** that the letter should be sent to the Parish Plan Steering Committee for consideration.

ACTION: CLERK

#### **7.6 KALC Community Awards Scheme**

KCC launched the KALC Community Awards Scheme on 25<sup>th</sup> March 2013, to acknowledge and give recognition to those that have made a significant contribution to their local community. Member councils have the option of adopting the awards scheme in their local area. The aim is for the KALC Community Award to be presented at Parish and Town Council Annual General Meetings in May 2014.

Members **Agreed** to adopt the KALC Community Awards Scheme locally and asked the Clerk to find out more about the Awards.

ACTION: CLERK

#### **7.7 The Conservation Volunteers**

The Conservation Volunteers have offered to supply free trees and assist with organising tree planting if there are any green spaces in the parish which would benefit from planting.

Members **Agreed** that there were no obvious green spaces within the parish which would benefit from new trees being planted.

#### **7.8 Southern Water Consultation – Draft Water Resources Management Plan**

Southern Water has issued a consultation on its Draft Water Resources Management Plan, which outlines how it intends to meet demand for water between 2015 and 2040.

Members **Agreed** that Cllr Stanbridge consider the consultation.

ACTION: CLLR STANBRIDGE

### **8. MATTERS OF REPORT**

#### **8.1 County and Borough Councillors**

##### **8.1.1 County Councillor**

County Cllr Stockell said how nice it was to see the Chairman back. Cllr Stockell is to look at the Hunton Gateways as she is not happy with them and asked if there was anything else she needed to look into. Members remarked on the channel outside the Beast House on West Street, which has been numbered by Kent Highways for repair for some time, but nothing has been done as yet. Members asked the Clerk to contact Richard Dixon of KHS to establish when the work would be carried out.

ACTION: CLERK

##### **8.1.2 Borough Councillors**

Borough Cllr Collins reported that a couple of weeks ago the Scrutiny Committee signed off the Maidstone Landscape Character Assessment. It is a very interesting document which has been debated for five years and will protect open spaces once other policies are bolted on to it.

#### **8.2 Chairman**

The Chairman did not have anything to report.

#### **8.3 Individual Councillors**

The councillors did not have anything to report.

#### **8.4 Clerk**

The Clerk reported that she would be on leave between 7<sup>th</sup> and 15<sup>th</sup> August inclusive.

### **9. FINANCE**

#### **9.1 Budget Monitoring Report**

The Budget Monitoring Report to 30<sup>th</sup> June 2013 was noted.

Members asked whether some money could be moved from the Current Account to the Business

Reserve account to earn more interest. The Clerk agreed to look at the interest rates and notice period for withdrawing money. ACTION: CLERK

## 9.2 **Income Received**

Members **Noted** the following income received since the last meeting:

HMRC – VAT reclaim	£577.09
MBC – Parish Services Scheme funding – First half	£974.50
NatWest – Business Reserve Account bank interest	£0.30

Cllr Porter reviewed and signed the bank reconciliation.

## 9.3 **Payments Made**

Members **Approved** the following payments made since the last meeting:

SO – S Goodwin – Salary & Office Allowance – May	£380.80
SO – S Goodwin – Salary & Office Allowance – June	£393.27

## 9.4 **Cheques for Signature**

Members **Agreed** that the following payments be approved and the cheques were signed by Cllr Porter and Cllr Leonard:

1117 – South East Water Ltd – Cricket field water charge (KGF)	£59.40
1118 – E.ON – Street lighting	£6.92
1119 – KALC – Clerks Conference	£72.00
1120 – Robert Cox Country Services – Maintenance (KGF)	£105.00
1121 – MBC – Bin emptying - April to June (KGF)	£449.28
1122 – The Society of Local Council Clerks – Membership	£100.00
1123 - Sharon Goodwin – Expenses/Travel/Postage/Salary Increase	£96.80

## 9.5 **Village Hall Insurance**

A request has been received from the Village Hall Management Committee to contribute towards the Village Hall insurance premium. Last year the Council paid an 80% contribution. The premium is £2,402.74, an 80% contribution calculates as £1,923. Members **Agreed** on a contribution of £1,923 and the Clerk wrote cheque number 1124, which was signed by the Chairman and Cllr Heaton.

## 9.6 **Vitalise**

Members considered a request from Vitalise to make a contribution. Members **Agreed** that a contribution should not be made on this occasion.

## 9.7 **Parish Services Scheme**

The funding agreement for the Parish Services Scheme for 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014 has been received from Maidstone Borough Council. KALC Maidstone Area Committee considers there to be fundamental issues with the content and has asked parish councils not to sign the agreement as yet. Members asked the Clerk to contact Geraldine Brown, Chairman of KALC Maidstone Area Committee, regarding the current status of the agreement. ACTION: CLERK

## 9.8 **KCC Rural Bus Shelter Grant**

KCC runs a Rural Bus Shelter Grant Scheme, which provides assistance to parish councils in erecting a new/replacement bus shelter or for refurbishment of existing bus shelters. A maximum of £2,000 is available per request. Members **Agreed** that the bus shelter in Hunton is not in keeping with the village and the Clerk should look into obtaining a grant for a more rural style of bus shelter. ACTION: CLERK

## **10. PLANNING**

### **10.1 Planning Applications**

#### **10.1.1 1 Brickyard Cottages, Redwall Lane, Linton – MA/13/0784**

Single storey rear extension.

Parish Council recommendation: Approve, but do not request the application is reported to MBC Planning Committee.

#### **10.1.2 1 Pennywood Cottages, Lughorse Lane – MA/13/1093**

Proposed single storey extension to north elevation, two storey extension to west elevation and gable roof over entrance porch on south elevation.

Parish Council recommendation: Do not wish to object.

### **10.2 Planning Decisions**

Members **Noted** the following decisions received from Maidstone Borough Council:

#### **10.2.1 The Barn, Hunton Court Farm, West Street – MA/11/0884**

Erection of a replacement garage.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Application withdrawn.

#### **10.2.2 Wheelwrights, Hunton Hill – MA/12/1310**

Conversion of a barn to a dwelling.

Parish Council recommendation: Do not wish to object/comment.

Maidstone Borough Council decision: Granted planning permission.

#### **10.2.3 Mulberry Farm, East Street – MA/13/0255**

Variation of condition 04 of planning permission reference MA/03/1087 granted on appeal (being the change of use of land to residential for three mobile homes for a gypsy family) to allow the stationing of a further two mobile homes for family members.

Parish Council recommendation: Refuse and request the application is reported to the Planning Committee.

Maidstone Borough Council decision: Granted planning permission.

## **11. DATE OF NEXT MEETING**

The next full Council Meeting is on **Monday 9<sup>th</sup> September 2013** at 8:00pm at Hunton Village Hall.

**There being no further matters to be discussed the meeting closed at 9:57pm.**