

HUNTON PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 11TH NOVEMBER 2013
AT HUNTON VILLAGE HALL

PRESENT: Cllr G Thomas in the Chair, Cllrs D Heaton, L Leonard (until Item 8.5), R Porter, T Stanbridge, S Wyles and Mrs S Goodwin, Clerk.

IN ATTENDANCE: County Cllr P Stockell was in attendance until Item 9.1.2. Nine members of the public were in attendance; four left at the end of the open session and five after Item 8.5.

OPEN SESSION:

In the open session, prior to the start of the meeting, the Chairman expressed his great regret and sorrow at the passing of Alan Bishop and appreciation of his significant contribution to the village.

A resident asked for assistance from the Parish Council and CPRE in arranging for English Heritage to visit and review the setting of Stonewall Farm and other listed buildings in light of the recent planning application at nearby Little Clock House. Several residents commented on the poor manner in which the planning application was dealt with by Maidstone Borough Council Planning Department and the lack of disregard for the effect on listed buildings. The Chairman agreed to contact English Heritage through CPRE.

1. APOLOGIES

Apologies for absence were received and accepted from Cllr R Sawtell. Borough Cllrs D Collins, B Mortimer and J Wilson and PCSOs A Hunter and R Kemp had also sent their apologies.

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 9TH SEPTEMBER 2013 AND EXTRAORDINARY COUNCIL MEETING HELD ON 23RD SEPTEMBER 2013

Both sets of minutes had been previously distributed. The Chairman signed off the official copies of the minutes.

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

Item 4 – Mrs Gibbs-Naguar, the new head teacher at Hunton Primary School, was invited to the 11th November meeting, but was not able to attend. Members **Agreed** that the invitation should be extended for the next meeting on 13th January 2014. The PCSOs should also be invited and provided with the Parish Council meeting dates, as a PCSO has not attended a meeting for some time. ACTION: CLERK

Item 7.3 – A response was sent to DCLG on the Greater Flexibilities for Change of Use consultation.

Item 8.4 – A copy of the NALC publication ‘Local Councils Explained’ has been ordered.

5. POLICE BUSINESS

5.1 Police

PCSOs Alan Hunter and Rebecca Kemp were both unable to attend the meeting. The latest crime figures are as follows:

30/09/13 – Amsbury Road – Domestic

30/09/13 – Amsbury Road – Criminal damage

07/10/13 – West Street – Assault

23/10/13 – Shingle Barn Lane – Criminal damage to fencing

5.2 Neighbourhood Watch

Cllr Wyles reported that 81 properties (25%) in the parish have signed up to the Neighbourhood Watch scheme, with more being encouraged to join. Members of the scheme have met with the new PCSOs, who did a tour of the village to acquaint themselves. A newsletter has been issued to members which has had a good response. Another newsletter will go out in December, which is a prime time for opportunist theft. Signs will be put up in the village. A white van has been seen looking for scrap metal and horse tack has been stolen, particularly in the East Farleigh area. There are nine area coordinators in the village. The feedback from the launch is that it was well publicised; 50 people attended, and that the community spirit in Hunton is 'second to none'. The Hunton Neighbourhood Watch has been invited to the Maidstone Neighbourhood Watch and links with the Coxheath scheme.

6. COUNCIL REPRESENTATIVES

Members **Agreed** that Cllr Wyles be appointed as the council representative for Hunton Primary School.

7. HIGHWAY & FOOTPATH MATTERS

7.1 Footpath – Bensted Close to Village Hall

Cllr Wyles reported that Tregoning Trees won the contract to cut the hedge alongside the footpath. Work commenced on 11th November and 50 metres have been cut so far, all work to be completed by the end of the week. The hedge is being cut to 1 – 1.5 metres in height, with the waste being chipped, shredded and removed from the site. Some of the chippings will be sold by the Hunton Gardening Club, with the proceeds going towards the Christmas lights or another cause.

Half way down the footpath there is an entrance with an oil barrel full of concrete to deter fly tipping. Members **Agreed** that a gate would look much better and asked that permission is obtained from the landowner, Mr Hubble, to erect a gate, with the cost being met by the Council.

ACTION: CLERK

7.2 Gateways

A meeting was held between members of the Parish Council, County Cllr Stockell and Andy Padgham from KCC to agree the location of the Gateway on West Street. The location was agreed as being at the bottom of Hunton Hill, before the junction with East Street to ensure that the majority of the village is covered. The scheme has been designed, costed and approved by Cllr Stockell and John Burr, Director of Kent Highways at KCC. The scheme has now been sent to the contractor to be programmed in.

7.3 West Street Problems

At the meeting to discuss the Gateway it was also agreed that three marker posts be installed on the verge near the playing field on West Street.

7.4 Speedwatch

Cllr Porter reported that two vehicles were caught travelling at 44mph near the school when the last Speedwatch check was carried out, but the police have ignored it. Cllr Wyles advised that 15 vehicles have been reported to the police and have been added to the police database, but no letters

have been sent to the owners by the police.

7.5 **KCC Highways Survey 2013**

Members commented that the drainage was worse in the area. Members asked the Clerk to complete the survey, using comments provided by Cllr Stanbridge. ACTION: CLERK

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 that the following was discussed at the last committee meeting:

- The Committee acknowledged the untimely passing of Alan Bishop and the great contribution Alan had made to the Committee.
- A quote has been received and accepted for the work to rectify the trees overhanging the football and cricket pitches. The work is yet to begin.
- The Parish Council has approved the purchase of benches near the play area.
- The MBC monthly report on the play area showed low risk.
- Mr Hickmott is to deal with the rabbit problem.
- The Annual Return has been completed.
- The wording for the car park signage has been agreed, a quote is to be obtained for the signs.
- The Parish Clerk is to organise the cutting of two gate keys.

8.2 **Hunton Parish Plan**

The Chair of the Hunton Parish Plan Steering Committee, Annette Trought, reported the following:

- The Committee has been successful in obtaining funding for the Community Orchard. A total of £220,000 is being allocated to 16 sites; hopefully an amount of £5,000 or more will be received by Hunton. The Committee has lots of ideas for the orchard. Another clear up on the site is planned for 8th December.
- A review of the Pop-up Shop showed that it has done pretty well, with another planned for next year. It is low risk as the outlay is small.
- A meeting was held with Phil Nicols from the Village Club. Phil would like as many members as possible to attend the AGM on 5th December to discuss the obstacles to using the Club for other purposes. The Committee would like to work with the Club to bring more money in, perhaps something like the pop-up cafe with the school mums.
- There will be more Christmas lights on the Village Hall this year, funded by proceeds from the fete. The lights will go up on 1st December.
- A letter of support has been written for the application for a new cricket pavilion.

8.3 **Cricket Pavilion**

Simon Taylor of Hunton Wanderers Cricket Club recapped that he and Steve Jones had been to two Parish Council meetings and an informal meeting with Members, following which the budget for the cricket pavilion has been amended slightly and some wording changes made to the application. The Parish Council needs to formally approve the application, but does not need to sign it. The deadline for submission of the application to Sport England is 16th December. Members unanimously **Approved** the application and agreed that a very professional approach had been taken in producing the application. County Cllr Stockell agreed to send a letter of support for the application.

8.4 **Hunton Village Club**

Cllr Porter reported that funds at the Village Club are not as healthy as they could be and it would be a great shame if it had to close. He suggested a meeting with Phil Nichols to see what the issues are and how the Parish Council can help. It would also help for Members to attend the

AGM. The Chairman suggested that the opening and closing times of the Club be advertised in the Hunton Herald, as not all members are clear on the times.

Members **Agreed** that a meeting should be held with Phil Nichols to establish the issues; the opening and closing times should be noted in the Hunton Herald; and the Club needs to be discussed at the next Parish Council meeting to determine measures which can be taken to ensure its survival. ACTION: MEMBERS/CLERK

8.5 KALC Community Awards Scheme

Members had agreed to adopt the KALC Community Awards Scheme locally at the Parish Council meeting in July, to acknowledge and give recognition to those who have made a significant contribution to the local community.

Members **Agreed** that it would be fitting to give the award to Alan Bishop posthumously. The Clerk will ask KALC whether it is possible to give the award posthumously. ACTION: CLERK

8.6 Electoral Commission Consultation – Standing for Election in the UK

The Electoral Commission has issued this consultation paper to provide an opportunity for the sector to comment on how the rules around standing for election can be better standardised and the impact this could have on simplifying the system.

Members did not wish to make any comments.

9. MATTERS OF REPORT

9.1 County and Borough Councillors

9.1.1 County Councillor

County Cllr Stockell asked whether there was anything Members needed from her. Members commented that, bar a few exceptions, responses to correspondence are very often not received at all from MBC and KCC, MBC Planning Department in particular. There was some discussion regarding the Core Strategy, which has now been scrapped, as MBC is going back to a Local Plan, a draft of which will not be received until some time in 2014. Cllr Stockell agreed that in the interim many applications are being passed in the absence of a Local Plan. The Chairman is to meet the Leader of MBC, Chris Garland, regarding Planning and will go up to Eric Pickles at DCLG if no progress is made. The Parish Council is also to meet with Linton Parish Council and other parishes regarding planning matters.

9.1.2 Borough Councillors

None of the borough councillors were able to attend the meeting.

9.2 Chairman

The Chairman did not have anything to report.

9.3 Individual Councillors

Cllr Heaton reported that he had obtained details of different types of benches for the play area – made of Douglas Fir, English Oak and eco friendly moulded plastic. Members **Agreed** that the preferred option was the bench made from English Oak.

9.4 Clerk

9.4.1 Meeting Dates

The Clerk asked Members to consider the following suggested meeting dates for 2014:

Monday 13th January 2014

Monday 10th March 2014

Monday 12th May 2014 (Annual Meeting)

Monday 26th May 2014 (Annual Parish Meeting)

Monday 14th July 2014
Monday 8th September 2014
Monday 10th November 2014
Members all agreed to the meeting dates as set out.

9.4.2 **Citizens Advice Bureau**

The Citizens Advice Bureau has asked whether the Parish Council would like to become a member organisation of CAB and, if so, agree a nominated representative. Members **Agreed** that the Parish Council should be a member organisation of CAB and that Cllr Sawtell, as a previously nominated representative on the CAB Trustee Board, should be asked to be the nominated representative. ACTION: CLERK

10. **FINANCE**

10.1 **Budget Monitoring Report**

The Budget Monitoring Report to 31st October 2013 was **Noted**. Members agreed that the Footpath Reserve should be redesignated as the Car Park Reserve. ACTION: CLERK

10.2 **Income Received**

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

NatWest – Business Reserve Account bank interest £0.31

Cllr Wyles reviewed and signed the bank reconciliation.

10.3 **Payments Made**

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

SO – S Goodwin – Salary & office allowance – September	£396.81
1126 – Craigdene Limited – Annual inspection of the children’s play area	£84.00
1127 – CPRE – Membership subscription	£29.00
1128 – KPFA – Membership subscription (KGF)	£20.00
1129 – Commercial Services Trading Ltd – First half grounds maintenance (KGF)	£446.98
1130 – S Goodwin – Salary increase backdated to 01/04/13	£17.70
1131 – Broker Network Ltd – Insurance	£1,958.43
SO – S Goodwin – Salary & office allowance – October	£396.81

10.4 **Cheques for Signature**

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

1132 – MBC – Bin emptying (KGF)	£449.28
1133 – E.ON – Street lighting	£6.99
1134 – PKF Littlejohn – External audit	£120.00
1135 – Fields In Trust – Annual membership subscription	£25.00
1136 – Tregoning Trees – Hedge cutting on footpath	£2,400.00
1137 – S Goodwin – Travel/postage/stationery/telephone	£199.51

10.5 **Annual Return & Audit 2012/13**

Members **Noted** that, following the audit of the Annual Return, PKF Littlejohn has given Hunton Parish Council a ‘clean’ certificate. The statutory ‘Notice of Conclusion of Audit and Right to Inspect the Annual Return’ has been displayed on the notice boards and website for the requisite 14 days. The Annual Return is also displayed on the Hunton website.

10.6 Yalding Parish Playscheme 2014

Members considered a request from Yalding Parish Council for a small donation towards the 2014 Playscheme. Members **Agreed** that a contribution of £140 should be made.

ACTION: CLERK

10.7 Parish Services Scheme

The wording of the funding agreement for the Parish Services Scheme from 1st April 2013 to 31st March 2014 has been amended. The agreement was signed by the Chairman and Clerk.

11. PLANNING

11.1 Planning Application

11.1.1 The Woodyard, East Street – MA/13/0170

Demolition of existing buildings and redevelopment to provide one dwelling and detached garage. Amended plan received.

Parish Council recommendation: Approve, and if MBC chooses to refuse the application, to request the application is reported to MBC Planning Committee.

11.2 Planning Decisions

No decisions have been received from MBC.

12. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 13th January 2014** at 8:00pm at Hunton Village Hall.

There being no further matters to be discussed the meeting closed at 10:15pm.