

**HUNTON PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD ON MONDAY 14<sup>TH</sup> JULY 2014**  
**AT HUNTON VILLAGE HALL**

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

**IN ATTENDANCE:** County Cllr P Stockell and Borough Cllrs B Mortimer and D Collins were in attendance until Item 8.2. Five members of the public were in attendance – one left before Item 8.2, three left before Item 9.2 and one left before Item 10.2.

**1. APOLOGIES**

Apologies for absence were received and accepted from Cllr R Porter. Borough Cllr J Wilson had also sent his 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 12<sup>TH</sup> MAY 2014 AND THE EXTRAORDINARY COUNCIL MEETING HELD ON 9<sup>TH</sup> JUNE 2014**

The minutes of the meetings on 12<sup>th</sup> May 2014 and 9<sup>th</sup> June 2014 had been previously distributed. The Chairman signed off the official copy of both sets of minutes.

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

Item 1.1 – The Chairman signed the Declaration of Acceptance of Office prior to the Parish Council meeting on 9<sup>th</sup> June 2014.

Item 5 – A meeting was requested with the Chief Executive of MBC to discuss the complaint made by the Parish Council into the handling of planning application 12/0152 by MBC Planning. The Chief Executive sent a letter suggesting a complaint is made to the Local Government Ombudsman if the Parish Council is not happy with MBC's response. Members agreed that a letter be sent to the Chief Executive, stating that the Parish Council is very disappointed with her response, but will not be taking the matter further. ACTION: CLERK

Item 5 – The Clerk has verified all of the FIT payments received since the solar panels were installed.

Item 13.9 – The picnic table and memorial bench have been ordered from Sustainable Furniture UK Limited.

**5. POLICE BUSINESS**

**5.1 Police**

PCSO Alan Hunter was unable to attend the meeting. Crimes reported since the last meeting are as follows:

13/05/14 Burglary (jewellery)

17/05/14 Assault

18/06/14 Domestic  
08/07/14 Harassment

## 5.2 Neighbourhood Watch

Cllr Wyles reported that Huntonwatch has been present at several of the Pop-up Shops and had manned a stall at the Fete where UV pens and other supplies had been handed out. As a result of attending these events, the membership of Huntonwatch has increased to 120 properties. Another newsletter has been issued which includes a competition to win a shed alarm. Huntonwatch has tried to arrange a meeting with KCC Trading Standards to talk about scams, but this has been superseded by Maidstone & District Neighbourhood Watch which is hosting an event with Trading Standards on Friday 18<sup>th</sup> July, open to all.

## 6. HIGHWAY & FOOTPATH MATTERS

### 6.1 Footpath – Bensted Close to Village Hall

Cllr Wyles read out the maintenance contract specification he has drafted for the hedge alongside the footpath. The contract would last for two years. Members **Agreed** the specification, subject to the inclusion of a section on waste removal. ACTION: CLLR WYLES

Members **Agreed** that, once the specification has been amended, Tregoning's Trees should be invited to tender for the work, along with two other contractors who could be suggested by David Munn of KCC. ACTION: CLERK

Members **Agreed** that Cllr Heaton should purchase a strimmer on behalf of the Parish Council to carry out any interim maintenance work near the footpath, as agreed at the meeting on 9<sup>th</sup> September 2013. ACTION: CLLR HEATON

### 6.2 West Street Problems

County Cllr Stockell confirmed that she has signed off the purchase of further marker posts for the verge alongside the recreation field on West Street from her Member Fund. Donna Rixson of KCC can provide an update. ACTION: CLERK

Cllr Stockell visited Hunton with Richard Emmett recently and pointed out the vegetation growth around the Hunton Gateway at the bottom of Hunton Hill. The work is scheduled to be completed by 31<sup>st</sup> July, but Mr Emmett has agreed that it will be done immediately.

The location of the bus stop at the junction of East Street and West Street was discussed as it is dangerous for children getting off the Maidstone to Hunton bus, who need to get to Lughorse Lane. Cllr Stockell advised the Clerk to contact David Hall at KCC to explain the problem.

ACTION: CLERK

### 6.3 Speedwatch

Cllr Wyles reported that the Speedwatch team has been out four times in June, twice in July and will be out tomorrow. The Speedwatch session today was held between 10am and 11am on West Street opposite the school. 50 cars came past, only one was recorded as speeding, at 36mph. To be classed as speeding the vehicle needs to travel at over: speed limit + 10% of speed limit + 2. Therefore for a 30mph speed limit, speeding would be over 35mph.

On other occasions, when the team has been out between 7am and 8am and between 5:30pm and 6:30pm, over 150 cars have been recorded in each direction, with over 10% of those cars speeding, many travelling at 40mph and one at 52mph. The owner of the vehicle travelling at 52mph received a letter and any repeat offenders are also sent a letter. One car has been caught speeding three times in a row.

Now that the Speedwatch team is out more regularly, and often two days running, the police can be notified and can set up a speed gun nearby.

## 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 following was discussed at the last Committee meeting:

- The contract for topping the poplar trees will be awarded to Tregoning's Trees at £2,450, but funding needs to be discussed.
- The installation of a French drain and resurfacing of the car park using scalpings is estimated to cost £2,196, excluding labour (which would be free). The work is most likely to be undertaken on 13<sup>th</sup>-14<sup>th</sup> September when there no activity at the Village Hall.
- The play area inspection report from MBC advises that the bottom step of the slide is monitored.
- The trees overhanging the play area and the hedge to the left of the car park exit are to be trimmed back and the play area strimmed.
- The insurance has been paid.
- Repairs are to be made to the inside and outside of the Football Club changing rooms' roof.
- The planning application for the new cricket pavilion has been submitted to MBC and work will start in September. The existing pavilion will remain in situ for now as the new pavilion is in a different location.
- Funding priorities for the Committee are: resurfacing of the car park; repair of the Football Club changing rooms roof; contribution to the new cricket pavilion; and topping of the poplar trees (which may carry over to 2015). The Committee has approximately £9,200 in funds remaining, but would appreciate a contribution from the Parish Council for some of the work as operational costs are £4,000 to £5,000 per annum and some funds need to be kept in reserve.

The Chairman reported that 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. Margaret Carpenter has resigned as Secretary after doing a wonderful job for over six years and was presented with a bunch of flowers. Sharon Goodwin was welcomed as the new Secretary, but Mrs Carpenter will remain as a Trustee. Danny Peacock was re-elected as Chairman.

## **7.2 Hunton Parish Plan**

### **7.2.1 Update**

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

- The Hunton Fete has raised approximately £2,300, but not all funds are in as yet. The Fete cost a little more this year, but more money was raised.
- The Orchard Group is meeting Pippa Palmar to discuss the finances and design of the orchard. The launch at the Fete went well and Hunton Engineering has been looking after the plant plugs.

### **7.2.2 Funding of Work**

Cllr Wyles, on behalf of the Hunton Parish Plan Steering Committee, requested that the Parish Council covers the costs of the Housing Needs Survey to be carried out by the Committee as the Committee does not have a budget. Mrs Trought added that the Committee has no designated budget for communicating with the village and due to some members of the Committee/Fete Committee being unable to print off documents, professional printing can be costly. An estimated amount of £1,000 per annum would be reasonable.

Members agreed that it is necessary to differentiate between funding for the Fete and other communications as the Fete should be self funded from the income it generates. Some idea of costs is needed for the Housing Needs Survey.

Members **Agreed** that the Parish Council should make £1,000 available to the Parish Plan Steering Committee for costs relating to the Housing Needs Survey and other costs. The Parish Council will receive invoices and pay them on behalf of the Committee.

### 7.3 **Housing Needs Survey**

Cllr Wyles reported that the Housing Needs Survey to be carried out on behalf of the Parish Council has needed to be rethought. This follows the recent Housing Needs Survey undertaken by Action for Rural Communities in Kent (ACRK) on behalf of a landowner. The survey needs to be the basis for a Neighbourhood Plan for the village. A Terms of Reference for the survey has been compiled and circulated to Members. The work is in three stages: Stage 1 – definition of scope and timescales; Stage 2 – conduct the survey; Stage 3 – analysis of the results. Cllr Wyles requested approval to go ahead with the Terms of Reference for stage 1, to which all Members **Agreed**. The work will be carried out by a small sub-committee. The deadline for return of the landowner's survey to ACRK is 20<sup>th</sup> June, with the analysis of the results expected in early August. ACRK has promised to provide an update on their internal review. ACRK received six letters of complaint about the survey and has written to the complainants.

Cllr Sawtell asked when a decision will be made by MBC on whether the landowner's proposed development will be included in the Draft Local Plan. Borough Cllr Collins agreed to look into it, but the development was rejected in the initial call for sites and the reasons for rejection have not changed.

### 7.4 **Village Hall**

#### 7.4.1 **Rubbish Clearance**

Cllr Wyles reported that there has been a complaint from the Pre-school about rubbish being left by the outside bin when it is full. Mike Summersgill advised that people using the hall will be instructed, as any excess rubbish will not be collected by MBC. It was agreed that the situation should be monitored.

#### 7.4.2 **Repair Costs**

Cllr Heaton, on behalf of the Village Hall Committee, reported that extensive money needs to be spent on the flooring and internal decoration of the hall. Income is generated from the hire of the hall and bookings could be lost if the hall is not in a good state of repair. The fire door also needs replacing, the flooring in the toilets needs replacing and the boiler leaks. There is no record of who holds all the keys to the hall, so the locks need changing. Quotes have been received for the work, but as the hall is a parish asset and the Parish Council is a trustee, funding is needed from the Parish Council towards the cost.

Mike Summersgill, Treasurer of the Village Hall Committee, stated that the costs are likely to be: flooring £3,000 (including VAT); painting £2,900; and the floor in the toilets and kitchen £2,000, although it is hoped that funding from KCC will be obtained for half of the latter – totalling £7,000 to £8,000. The Village Hall Committee has £7,200 in the bank, £2,000 needs to be kept as the charity close down funds, leaving nearly £5,000. Turnover per annum is £9,000 from lettings and the Pre-school, with costs of £6,000 per annum on utilities. Cllr Heaton felt that the Committee could commit £5,000.

County Cllr Stockell advised that KCC has a large Village Hall grant funding pot. As the work needs to be carried out in August the timescale may be too short.

Members **Agreed** that the Village Hall Committee funds itself until the next Parish Council meeting and that details should be provided to Members at that meeting of the funding required.

### 7.5 **Hunton Primary School**

The Headteacher and Chair of the PTA from Hunton Primary School were both unable to attend the meeting.

## 8. MATTERS OF REPORT

### 8.1 County and Borough Councillors

#### 8.1.1 County Councillor

County Cllr Stockell reported that KCC is trying to save money. Grants have been cut, so there is less available to spend.

#### 8.1.2 Borough Councillors

Borough Cllr Collins advised that there would be no update on the Draft Local Plan for several weeks. It is unknown as yet whether the change in the balance of power at MBC will affect MBC's views on the Plan. The MBC Integrated Transport Strategy will not be ready before the end of the year. Cllr Collins will attend the Little Clockhouse appeal hearing on 15<sup>th</sup> July. Borough Cllr Mortimer will also be at the appeal hearing, defending the decision made by MBC. Cllr Thomas congratulated Cllr Mortimer on his re-election.

### 8.2 Chairman

The Chairman has not been to any other meetings, but thanked Cllr Wyles and Mrs Trought for their work towards the parish Housing Needs Survey and Cllr Wyles for his work on the footpath hedge maintenance contract specification.

### 8.3 Individual Councillors

Cllr Wyles reported that the car parking for a large funeral was successfully managed, resulting in no major impact on the village. The family was grateful, as were Hunton Engineering, as access was maintained to their site.

### 8.4 Clerk

The Clerk advised that she would be on annual leave between 4<sup>th</sup> and 15<sup>th</sup> August 2014.

## 9. FINANCE

### 9.1 Budget Monitoring Report

The Budget Monitoring Report to 30<sup>th</sup> June 2014 was **Noted**.

Members considered the current costs facing the King George V Playing Field Committee. The Committee has £9,200 in funds, leaving approximately £4,000 to spend after annual operating costs. In addition the Committee needs to fund resurfacing of the car park, repairs to the Football Club changing rooms, topping of the poplar trees and a contribution to the new cricket pavilion (if not funded by the Parish Council). The Committee has already agreed to fund the repairs to the changing rooms itself and the topping of the poplar trees is likely to be deferred to 2015.

Members **Agreed** that the Parish Council should fund the cost of resurfacing the car park.

### 9.2 Income Received

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

Village Hall Committee – FIT receipt	£530.64
MBC – Parish Services Scheme – First half	£937.00
NatWest Business Reserve Account – Bank interest	£0.30

Cllr Wyles reviewed and signed the bank reconciliation.

The Clerk advised that the new Unity Trust Bank accounts will be open before the next meeting

### 9.3 **Payments Made**

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

SO – S Goodwin – Salary & office allowance – May	£396.81
SO – S Goodwin – Salary & office allowance – June	£396.81
1161 – Tregoning’s Trees – Maintenance of hedge near footpath	£198.00

### 9.4 **Cheques for Signature**

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

1162 – Robert Cox – Maintenance (KGF)	£105.00
1163 – E.ON – Street lighting electricity	£6.92
1164 – Sustainable Furniture UK Ltd – Picnic table	£875.00
1165 – Steve Wyles – Printing costs	£24.00

The cheque book has run out and NatWest has not automatically sent a replacement. Members **Agreed** that the following invoices are paid outside the meeting when the new cheque book is received:

South East Water – Cricket field water charge (KGF)	£44.98
MBC – Bin emptying - May/June (KGF)	£299.52
SLCC – Membership subscription	£101.00
Simon Taylor – Planning application fee for new cricket pavilion	£192.50

### 9.5 **Village Hall Insurance**

A request has been received from the Village Hall Committee to contribute towards the Village Hall insurance premium. Last year the Council paid an 80% contribution. The premium this year is £2,421.27, so an 80% contribution calculates as £1,937.

Members **Agreed** on a contribution of £1,937. A cheque will be written when the new cheque book arrives.

## 10. **PLANNING**

### 10.1 **Planning Application**

#### 10.1.1 **Amroth, West Street – 14/500366/FULL/AW**

Single storey side extension.

Parish Council recommendation: Refuse and request the application is reported to the Planning Committee due to concerns over the extension being too close to the boundary.

### 10.2 **Appeal Lodged with the Planning Inspectorate**

#### 10.2.1 **The Beast House, West Street**

Erection of single dwelling and conversion of part of existing building to B1 office use and part domestic storage to create a live/work premises.

An appeal has been lodged with the Planning Inspectorate by the applicant as MBC refused permission for this application. The appeal will be determined on the basis of written representations, including those already received in relation to the application, which have already been forwarded to the Planning Inspectorate.

Members **Agreed** that the original letter sent by the Parish Council be circulated to Members, but no further written representation would need to be made.

### **10.3 Planning Decisions**

#### **10.3.1 The Dairy, Lughorse Lane – MA/14/0449**

Erection of two single storey extensions.

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

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Granted planning permission.

#### **10.3.2 Durrants House, West Street - MA/14/0556**

An application for the construction of a timber building to house a wood pellet boiler and hopper to serve the main house and annexe.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Granted planning permission.

#### **10.3.3 Unit 1, Bull Oast, East Street - MA/09/2008**

An application for listed building consent for the replacement of windows (with single glazing), re-cladding of front façade and reinstatement of existing doors.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Granted planning permission.

#### **10.3.4 The Woodyard, East Street – MA/14/0635**

An application for minor material amendments to application MA/13/0170 (Demolition of existing buildings and redevelopment to provide one dwelling and detached garage) through variation of condition 12 of that permission involving changes to the size and appearance of the dwelling.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Granted planning permission.

#### **10.3.5 Elphicks Farm, Water Lane – MA/14/0544**

Construction of a driveway from Water Lane to existing storage building and orchards, construction of post and rail fencing to side of driveway, erection of 5 bar gate and fencing to entrance.

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

Maidstone Borough Council decision: Granted planning permission.

#### **10.3.6 Park House, Lughorse Lane - MA/14/0299**

Erection of open fronted four-bay agricultural barn.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Granted planning permission.

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

The next full Council Meeting is on **Monday 8<sup>th</sup> September 2014** at 8:00pm at Hunton Village Hall.

**There being no further matters to be discussed the meeting closed at 10:31pm.**