

HUNTON PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 8TH SEPTEMBER 2014
AT HUNTON VILLAGE HALL

PRESENT: Cllr R Sawtell in the Chair, Cllrs G Thomas, T Stanbridge, D Heaton and Mrs S Goodwin, Clerk. Cllr S Wyles joined the meeting during Item 9.3.

IN ATTENDANCE: Borough Cllr D Collins left after Item 9.1.2. Seven members of the public were in attendance – one left before Item 6 and four left before Item 9.4.

1. APOLOGIES

Apologies for absence were received and accepted from Cllrs R Porter, S Wyles and L Leonard. Borough Cllrs B Mortimer and J Wilson 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 14TH JULY 2014

The minutes of the meetings on 14th July 2014 had been previously distributed. The Chairman signed off the official copy of the minutes.

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

Item 4 (*Item 5 from 12th May meeting*) – A letter was sent to the Chief Executive of MBC expressing the Parish Council's disappointment at her response to the complaint made on the handling of planning application 12/0152.

Item 10.2.1 – The written representation made to MBC on The Beast House planning application was circulated to all Members.

5. KEITH HARRISON, CHIEF EXECUTIVE, ACTION WITH COMMUNITIES IN RURAL KENT (ACRK)

The Chairman introduced Mr Harrison and thanked him for attending to discuss the Housing Needs Survey issued by ACRK in Hunton on behalf of a potential developer.

Mr Harrison stated that, until 2008, ACRK had been funded by public monies, but has subsequently had to find alternative funding. From time to time ACRK undertakes private surveys, such as the Housing Needs Survey carried out in Hunton. There have not been any problems until this survey, where a number of complaints have been received.

These have included the short notice of the survey and the fact that the survey had been done at all. Mr Harrison carried out an internal investigation and has produced a report. The survey carried out was a standard survey, with one exception – a question regarding a proposed development by the individual who commissioned the survey. The survey results showed a very high response rate, but a very small amount of housing need.

Mr Harrison asked what ACRK can do to remedy the situation. Members and Mrs Trought (Chair of the Hunton Parish Plan Steering Committee) responded with the following comments:

- Hunton Parish Council was not involved or consulted, but the perception from parishioners

was that the survey had originated from the Parish Council as there was no explanatory letter from ACRK. This caused a lot of confusion.

- The time frame to return the survey was very short.
- The motivation of the survey was not to house people with housing need in Hunton, but to enable a developer, who does not live in the village, to try and obtain planning permission for a development by showing a rural housing need requirement. The development has a proportion of affordable housing, but much of the development is not.
- MBC does not feel that the survey was carried out in the correct manner and agree that the survey looks as though it has been initiated by the Parish Council, which is misleading.
- The Parish Council and Hunton Parish Plan Steering Committee are planning to carry out a Housing Needs Survey for Hunton. It will not be for the purposes of this survey, but for a Neighbourhood Plan, which represents what the people of Hunton want. When the Parish Plan was formed parishioners said that they did not want the village to change dramatically and wish to protect the environment they live in.
- In future, parish councils should be consulted before such a survey is undertaken.

Mr Harrison accepted that in the future there needs to be a stronger protocol and conditions when entering into an agreement with a potential developer, better communication and a realistic time scale.

The Chairman thanked Mr Harrison for attending the meeting.

6. POLICE BUSINESS

6.1 Police

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

22-23/07/14 Burglary (garden sheds)

24-31/07/14 Theft (solar panels)

6.2 Neighbourhood Watch

Cllr Wyles was unable to attend the meeting, but had provided a report in his absence

There have been no new Members lately, with 119 in total. Since the last meeting there has been a theft of solar panels from the Village Hall roof. There is also an unconfirmed report of a stolen gas cylinder from the Football Club and two reports of a naked male cyclist.

7. HIGHWAY & FOOTPATH MATTERS

7.1 Footpath – Bensted Close to Village Hall

Cllr Wyles has updated the maintenance contract specification for the hedge and verges alongside the footpath to include recommendations made at the last meeting.

Members **Agreed** that the specification should be further amended to include a road side cut of the hedge twice a year instead of once. ACTION: CLERK

Members **Agreed** that the Clerk should send the specification to the following contractors and ask them to provide a quotation for the work within four weeks of the letter:

NPC Tree Surgery

Robert Cox Country Services

Treeservices Ltd

Tregoning's Trees

TWIG Group

ACTION: CLERK

Cllr Heaton advised that a more realistic cost of a strimmer to carry out interim maintenance work would be £400, rather than £300 previously agreed by Members.

Members **Agreed** that £400 should be budgeted for a strimmer.

7.2 West Street Problems

County Cllr Stockell has signed off the purchase of further marker posts for the verge alongside

the recreation field, but no further update has been obtained despite several requests to KCC. Members **Agreed** that Cllr Stockell should be contacted for an update. ACTION: CLERK
KCC has been called regarding the vegetation around the Hunton Gateway at the bottom of Hunton Hill. A cut was carried out at the end of July and a further cut will be done between 1st and 26th of September (weather permitting).

David Hall at KCC was contacted regarding the bus stop at the junction of East Street and West Street. An engineer has been out to visit the site and has concluded that the bus stop is in the safest location, but that an area of hard standing will be constructed at the bus stop. Members disagreed as the bus stop is located at the beginning of a curve, it is necessary to step up on a bank and children walk round the front of the bus which cars travel around, making it very dangerous. A better location for the bus stop would be the green opposite, which already has a bus shelter. Members **Agreed** that this should be revisited again with KCC and a site meeting requested. ACTION: CLERK

Cllr Porter was unable to attend the meeting, but has suggested the following:

- Kerbs to be installed towards the chicane where the verge is being eroded by traffic
 - Action regarding potholes on the other side of the road from that area and by Scotts Farm towards Yalding.
 - Meeting with KCC Highways to outline work which needs to be carried out in Hunton.
- Members agreed that there are numerous issues, including other potholes on East Street, blocked drains and a broken inspection lid in the road alongside the Almshouses.

Members **Agreed** that the new Highways Steward and Richard Emmett of KCC be invited to walk around Hunton with Members and be advised of the issues. ACTION: CLERK

7.3 **Speedwatch**

Cllr Wyles provided the following report in his absence:

The Speedwatch team went out three times in July and four times in August. The team is now beginning to get a fairly comprehensive picture of driving patterns along West Street, which shows that speeding is most prevalent on weekdays between 07:00 and 08:30 and again between 17:00 and 18:30 (ie commuting times). The excessive speeding (over 50% over the speed limit - ie 46mph and above in the 30mph zone) is more prevalent after 07:30 and to a lesser extent before 17:30.

Between 25th March and 27th August this year:

- A total of 7 vehicles have been recorded at 46mph or above
- A total of 34 vehicles have been recorded at between 41 mph and 45 mph
- A total of 98 vehicles have been recorded at between 36 mph and 40 mph

For the same period:

An 'average day' sees around 9% to 10% of vehicles driving at 36mph or above with the peak being almost 15%. However, in the second half of August the percentage of speeding vehicles was recorded at 4% to 5%. Early indications suggest Speedwatch might be starting to have an impact. The team will continue to go out over the coming months and will report back at future Parish Council meetings.

8. **RESOURCES AND ENVIRONMENT MATTERS**

8.1 **King George V Playing Field**

8.1.1 **Update**

The Chairman of the King George V Playing Field Management Committee, Danny Peacock, reported that the following was discussed at the last Committee meeting:

- Car park - the French drain was put in on 7th September by David Heaton and Steve Adams. The resurfacing will be carried out on 14th September, 57 tonnes of scalping have been ordered. The Parish Council agreed to fund the cost from its Car Park Fund at its last meeting, at the moment it looks as though it will come in under budget. The new signage will also be put in place on the 14th.

- Health and safety – no further action is required at the current time on the MBC monthly play area inspection report. The annual inspection report has been received from Craigdene Limited – all low risk/monitoring required. Some work will be carried out on this at the same time as the car park resurfacing on 14th September if possible. Robert Cox has trimmed the play area, cut back the tree overhanging the trim trail and cut back the overhanging trees near the football pitch.
- Finance – there is approximately £8,000 left in funds. The roof of the Football Club changing rooms has been repaired. There was some discussion about the waste system used by the sports clubs and whether they should contribute to the Village Hall Committee for its use.
- New cricket pavilion - planning permission is expected by 18th September. All funding letters have now been received.
- Administration - the Annual Return has been submitted to the Charity Commission.
- The pitch marker is broken and will need to be looked at.

8.1.2 **Play Area Inspection Report**

The annual inspection of the play area was carried out by Craigdene Limited on 19th August 2014. The report has already been considered by the King George V Playing Field Committee. Members **Agreed** that the recommendations are all minor and low risk.

8.2 **Hunton Parish Plan**

The Chair of the Hunton Parish Plan Steering Committee, Annette Trought, stated that the last meeting had been held in the previous week, but other than the Housing Needs Survey, which has already been discussed, there is nothing to report.

8.3 **Village Hall**

Christina Harrison and Mike Summersgill of the Village Hall Committee reported that the repairs to the Village Hall were not quite finished. The Pre-school has funding from KCC to replace the flooring in the toilet and hallway, which will be carried out during the October half term. The work to the kitchen will be completed at the same time. The boiler needs repairing. The Hunton Gardening Group and the Pre-school parents are to carry out some work outside and Robert Cox will be cutting the hedges. The Pre-school needs funds towards a defibrillator to be attached to the outside wall of the Village Hall, which is included on the Committee list of repairs. The total bill for repairs and refurbishment is likely to be £9,000 (excluding VAT). Members **Agreed** that the Parish Council should provide £4,000 towards the cost of the work. Other specific improvements to the exterior of the Village Hall were discussed. Members **Agreed** to hold a meeting with members of the Village Hall Committee to discuss these aspects further.

8.4 **Cricket Pavilion**

Simon Taylor and Steve Jones of Hunton Wanderers Cricket Club (HWCC) gave the following update on the new cricket pavilion:

- The partnership funding in cash and in kind has been confirmed from County Cllr Paulina Stockell - £1,000; Hunton Parish Council - £2,000; HWCC - £2,000 plus £9,000 in kind; and a discount from a supplier.
- Three tenders have been received for the building work, with Passmores providing the lowest price at £40,000.
- The ground works are likely to cost £10,000-£12,000, invitations to quote have been sent out.
- Planning permission should be obtained from MBC on 18th September through delegated powers. The deadline for starting the project is 25th September, but Sport England is happy to delay the start by a month if necessary.

There was some discussion on where the two tonnes of spoil created from digging the

foundations could be deposited as disposal is likely to cost around £2,000. It was suggested that the spoil could be deposited around the boundary of the recreation ground.

9. MATTERS OF REPORT

9.1 County and Borough Councillors

9.1.1 County Councillor

County Cllr Stockell was unable to attend the meeting.

9.1.2 Borough Councillors

This item was moved before Item 8.3 to allow Cllr Collins to leave.

Borough Cllr Collins reported that Hunton Engineering has fitted an outside tap to assist in watering the wild flowers in the nearby Community Orchard.

The Local Plan is still progressing; local road shows have been taking place. Not one of the Rural Service Centres (RSCs) wishes to be classed as a RSC and not one larger village wishes to be classed as a larger village.

The Planning Department at MBC has lost a lot of staff, planning applications are being delayed – 650 in total between MBC, Swale Borough Council and Tunbridge Wells Borough Council. Feedback from MBC Spatial Planning was that the results of the Housing Needs Survey carried out in Hunton would not add any weight to any planning application for the proposed development on land near Bensted Close.

9.2 Chairman

The Chairman did not have anything to report, but would be attending a meeting on the Local Plan at MBC on 14th October.

9.3 Individual Councillors

Cllr Heaton was disappointed at the apparent low numbers of parents using the car park and footpath to drop children off at the school.

Members **Agreed** that the Headteacher at the school should be contacted to arrange a meeting to discuss parking and any other issues. ACTION: CLERK

9.4 Clerk

The Clerk did not have anything to report.

10. FINANCE

10.1 Budget Monitoring Report

The Budget Monitoring Report to 31st August 2014 was **Noted**.

10.2 Income Received

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

Village Hall Committee – FIT receipts	£618.11
Transfer into new Unity Trust Bank account from NatWest	£20,000.00

Cllr Wyles reviewed and signed the bank reconciliation.

10.3 Payments Made

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

DD – ICO Data Protection registration fee	£35.00
1166 – MBC – Bin emptying – May/June (KGF)	£299.52

1167 – Simon Taylor – Reimbursement of planning fee for new cricket pavilion	£192.50
1168 – South East Water – Cricket field water charges (KGF)	£44.98
1169 – SLCC – Annual membership subscription	£101.00
SO – S Goodwin – Salary & office allowance – July	£396.81
1170 – Village Hall Committee – Contribution towards insurance	£1,937.00
1171 – Transfer from NatWest to new Unity Trust Bank account	£20,000.00
1172 – JPS Renewable Energy Limited – Replacement solar panels (60%)	£2,555.28
SO – S Goodwin – Salary & office allowance – August	£396.81
300001 – Ian Elliott – Repairs to Football Club changing rooms roof (KGF)	£485.00

10.4 **Cheques for Signature**

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

300003 – Simon Taylor – Reimbursement of planning fee for new cricket pavilion	£192.50
300004 – Sustainable Furniture UK Ltd – Park bench	£720.00
300005 – CPRE – Annual membership subscription	£36.00
300006 – Robert Cox – Maintenance (KGF)	£155.00
300007 – Commercial Services Trading Ltd – First half grounds maintenance (KGF)	£458.14
300008 – Craigdene Ltd – Annual play area inspection (KGF)	£89.00
1173 – Transfer from NatWest to new Unity Trust Bank account	£16,250.88

Once cheque 1173 clears with Unity Trust Bank, the balance will be £0 in the NatWest Current Account. Members **Agreed** that the NatWest account should be kept open for now as it is the account into which the Sport England funding for the new cricket pavilion will be received. A request has been made to NatWest to close the Business Reserve Account and send a cheque to the Parish Council for the remaining balance. This will be paid into the Unity Trust Bank.

10.5 **Annual Review of Insurance**

The renewal quotation has been received from Came & Co (for Aviva) for the insurance cover from 1st October 2014 to 30th September 2015, at a cost of £1,958.43, the same as last year (or £1,860.51 for a new three year agreement). Other quotations were obtained from Zurich, Aon and Hiscox (through Came & Co) as the three year long term agreement in place between the Parish Council and Aviva is now at an end.

Members **Agreed** that the Hiscox insurance policy should be taken out for one year only at a cost of £1,236.84. Cheque 300010 was completed and signed by Cllrs Heaton and Thomas.

10.6 **Government Response – Draft Transparency Code for Parish Councils with a Turnover not Exceeding £25,000**

The Government's response to the Draft Transparency Code has now been published. Members considered the implications of the Code in terms of the extra administrative burden, but the Clerk did not feel there would significant additional work.

11. **PLANNING**

11.1 **DCLG Technical Consultation on Planning**

Members considered the consultation which provides proposals to streamline the planning system, but **Agreed** not to make any comment.

11.2 **Planning Decision**

11.2.1 **Amroth, West Street – MA/14/500366**

Single storey side extension.

Parish Council recommendation: Refuse (although this was changed following discussion with

the Planning Officer).

Maidstone Borough Council decision: Granted planning permission.

12. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 10th November 2014** at 8:00pm at Hunton Village Hall.

There being no further matters to be discussed the meeting closed at 10:40pm.