

## HUNTON PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 14<sup>TH</sup> SEPTEMBER 2015 AT 7:30PM AT HUNTON VILLAGE HALL

**PRESENT:** Cllr G Thomas in the Chair, Cllrs A Trought, D Heaton, S Wyles and T Stanbridge and Mrs S Goodwin, Clerk.

**IN ATTENDANCE:** Borough Cllrs J Wilson and R Webb were in attendance, Cllr Wilson until Item 12.2. Five members of the public were in attendance, one of whom entered during Item 7.2. Two left after Item 8.2 and one left after Item 10.3.

**1. APOLOGIES**

Apologies for absence were received and accepted from Cllr R Sawtell and Cllr R Porter.

**2. FILMING AND RECORDING**

No members of the public expressed a wish to film, record or photograph the meeting.

**3. COUNCILLOR DECLARATIONS**

**3.1 Declaration of Interests**

There were no councillor declarations.

**3.2 Dispensations**

There were no requests for dispensations.

**4. MINUTES OF THE FULL COUNCIL MEETING HELD ON 13<sup>TH</sup> JULY 2015**

The minutes of the meeting on 13<sup>th</sup> July 2015 had been previously distributed. The Chairman signed off the official copy of the minutes. Borough Cllr Wilson noted that he had provided his apologies for the meeting.

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

Open session – The winter 2013 flood report was obtained from the Environment Agency.

Item 8.1 – The owner of the blue bin in the car park was confirmed as being the Village Hall.

Item 11.1 – A response was provided to KCC on the Draft Drainage & Local Flood Risk Policy Statement consultation.

Item 11.2 – A response was provided to MBC on the Draft Statement of Licensing Policy consultation.

Item 11.3 – A response was provided to KALC Maidstone Area Committee on the Parish Motion.

**6. POLICE BUSINESS**

PCSO Judges was welcomed to the meeting. There have been no crimes since the last meeting on 13<sup>th</sup> July. The crime report for the period 4<sup>th</sup> May to 13<sup>th</sup> July (not provided at the last meeting) is as follows:

24/05/15 Hunton Hill Burglary other than dwelling

19/06/15 Hunton Hill Criminal damage (smashed window)

PCSO Judges thanked Steve and Sue Wyles for all their work with Huntonwatch. The crime rate in Hunton is low; Hunton and Linton are the quieter villages in the Coxheath & Hunton Ward for

crime.

Cllr Wyles reported that three tow bars have been stolen from the back of Landrovers in a two to three day period in the vicinity of Hunton.

The Chairman thanked PCSO Judges for taking the time to attend the meeting

## 7. LOCAL COMMUNITY

### 7.1 King George V Playing Field

The Chairman of the King George V Playing Field Management Committee, Danny Peacock, reported that the last Committee meeting had taken place on 9<sup>th</sup> September.

Kent Highways have relaid and rolled a section of the car park after completing the kerbing work on West Street alongside the playing field.

There is a molehill near the pavilion; a trap will be set by a member of the Committee.

The bottom four steps up to the slide platform are to be replaced as the MBC monthly play area reports have noted rotting wood on the bottom step. The Committee disregards the section of the report stating that the picnic table could be carried away.

Robert Cox has cut the hedge back to wall height for the length of the car park, strimmed the play area, cut back hedges along the road to Hunton Engineering and removed the fallen branch on the oak tree on the field. It may be necessary to cut back some tree branches overhanging the football pitch if the footballers complain.

Craigdene Limited has carried out the annual play area inspection. Simon Taylor and Steve Jones will look at the low risk items noted in the report when they repair the steps to the slide platform. Craigdene suggested the multiplay unit is nearing the end of its life and replacement should be planned, this will be monitored.

There have been no further issues with overflowing bins, so no changes will be made to the current arrangements of MBC emptying the bins.

There is £6,214 remaining in funds. The Committee is contributing £100 towards the outside cabinet for the defibrillator purchased by the Pre-school. Quotations will be obtained for scarifying/seeding the outfield and also for a new field gate/fencing.

The Committee agreed to a request from Hunton Engineering to plant bulbs on the field side of their new fence.

Members **Agreed** that the Pre-school should be contacted to establish where the defibrillator will be located, how it will be publicised and whether any training will be organised.

ACTION: CLERK

### 7.2 New Cricket Pavilion

A progress report and budget report for the new cricket pavilion were provided to Members. The Chairman of Hunton Wanderers Cricket Club, Simon Taylor, reported that the following work has been completed: the ground works/base; building, including roof, partitions, dry linings and double glazed windows; all electrics, excluding the final fit at the Village Hall end of armoured cable; all internal and external plumbing, excluding the final fit of water heater and plumbing for the sink and dishwasher in the kitchen; and security shutter installation.

Items still to be completed are: the final fit at the Village Hall end of armoured cable (by the end of September); final painting and decorating; flooring installation (25<sup>th</sup> September); kitchen installation; final fit of water heater and plumbing for sink and dishwasher; white goods installation, signage installation; furniture installation; changing room fittings installation (prior to the start of the 2016 cricket season); and patio/veranda installation (prior to the start of the 2016 cricket season).

Sport England has agreed to extend the contractual project completion date from 25<sup>th</sup> September to 31<sup>st</sup> October due to delays outside the control of the project team.

The current predicted total spend of £59,994.68 will result in a £3,000 shortfall in project funding, largely as a result of the unforeseen spend for armoured cable and trench work, and the security shutters. HWCC has already spent £2,000 in addition to its initial commitment (including KCC funding) of £3,000. The Parish Council still has approximately £1,500 remaining of its initial commitment of £3,634.30 (including Passmores rebate), which will cover

electrical installation costs and changing room fittings. An additional funding amount of £1,000 is requested from the Parish Council to enable completion of the patio/veranda. The pavilion should be completely ready for the 2016 cricket season and an event will be organised to formally open the pavilion.

Members **Noted** the report and **Agreed** the additional funding for the patio/veranda.

Mr Taylor confirmed that the removal of the existing cricket pavilion will be addressed next year. The changing rooms will be used as store rooms and the mower shed will be left for the time being; in the future another timber building will be constructed to house the roller.

### 7.3 **Hunton Village Hall Committee**

Cllr Heaton, a member of the Village Hall Committee, reported that the last Committee meeting had taken place two weeks ago.

The finances of the hall are healthy due to the events booked in. The Pre-school is still using the hall, even though the number of children on the Pre-school roll has decreased. The Judo Club is now using the hall only one evening per week, rather than two. The Committee has put off a decision on the continued improvements and repairs of the hall to the next meeting.

Cllr Heaton expressed his thanks to Mike Summersgill, on behalf of the Committee, for the considerable time he has spent resolving the drainage issues. The drainage and sewage systems are now working, at a cost of £1,000 including digger hire. The rear area now needs to be fenced off. The hall has been a victim of its own success as the annual quota of 10 TENs licences for one-off licensable events has been used already, this resulted in the cancellation of a wedding booked at the hall. The Committee will apply for a premises licence at an annual cost of £190. The number of weddings booked for 2016 is not as high as the number held in 2015 as yet.

### 7.4 **Hunton Primary School**

The Chair of Governors, Herschel Santineer, invited Members to visit the revamped school website at [www.huntoncepschool.co.uk](http://www.huntoncepschool.co.uk) as there is a lot of information about the school, together with pictures of the Governing Body (GB), minutes of the GB meetings and school policies. Many of the changes are innovative, such as the inclusion of minutes, and others are statutory. Eight children took the 11+ test shortly after returning to school following the summer break. The results will be published on 15<sup>th</sup> October.

A parent survey was undertaken towards the end of last term and the results are currently being collated. These will form part of the evidence for the anticipated Ofsted inspection. The GB also spent part of the summer break collating an Ofsted "Grab File" and is now much better prepared for the inspection and can provide evidence for strong leadership and management, in addition to facilitating good progress for all children.

The Leavers Service took place in St Mary's church at the end of last term and was an emotional occasion for the children, parents and staff.

The Diocese is placing greater emphasis on collaboration between small village schools to address the financial challenges they face. The first joint meeting of the Chairs of Governors was held at Collier Street in July and a further meeting is already planned. This will be vital in securing the future of all four schools within the collaboration.

There are continuing pressures on schools to implement a variety of initiatives to avoid radicalisation and embed "British Values". To this end, Mr Santineer asked Members whether it would be possible for children to meet with the Clerk and Parish Councillors for a briefing on how the Parish Council works, with an opportunity to ask questions. Members **Agreed** that this would be a good idea. ACTION: CLERK

Mr Santineer thanked Members for their willingness to help build strong relationships between the school and local community. A good example of this was the excellent Bat and Moth walk which was attended by five families from the school.

In answer to a Member's question, Mr Santineer confirmed that the school roll has increased by nine, taking the total number close to 100 children.

## 8. COUNTY & BOROUGH COUNCILLORS

### 8.1 County Councillor

County Cllr Stockell was not present at the meeting.

### 8.2 Borough Councillors

Borough Cllr Webb reported that MBC had recently held a by-election for a Conservative seat; another Conservative was elected resulting in a political status quo. Progress on the Local Plan is slow. Many borough councillors consider the proposed housing number in the Plan to be too high and would like it reduced. Borough Cllr Mortimer's health has improved and he is hoping to start attending parish council meetings again in time.

Borough Cllr Wilson highlighted a new policy issued by the DCLG in August 2015 – 'Planning Policy for Traveller Sites' to replace the version published in March 2012. There is a greater requirement to prove gypsy status, but the actual requirement is not stipulated. No attempt has been made by MBC Planning to take into account this new policy. The Park and Ride site at Linton has been removed from the Draft Local Plan. Nine rural ward councillors have formed a rural alliance to try and get protection for rural areas, but it is a constant struggle.

Members asked the borough councillors why a decision has still not been made by MBC Planning on the retrospective planning application for a sign outside the school which the Parish Council had objected to. Both borough councillors agreed to look into it if details of the application could be provided to them. ACTION: CLERK

## 9. PARISH COUNCILLORS

### 9.1 Liaison with External Bodies

The Chairman had attended the AGM of the Maidstone Area Committee of KALC. Geraldine Brown was re-elected as Chairman, Cheryl Taylor-Maggio was re-elected as Vice Chairman Chair and Clive English was re-elected as Secretary.

### 9.2 Footpaths and Ditches

Cllr Heaton had been to look at the footpath in Water Lane, but could not establish where the footpath started. He will report it to the Footpaths Officer at KCC PROW.

The edges of the permissive footpath between the Village Hall and Bensted Close were strimmed back recently, but there is grass growing over the path which Cllr Heaton will deal with.

### 9.3 Highways

The kerbing work has been completed by Kent Highways on the stretch of West Street alongside the playing field. Members agreed that Kent Highways have done a great job. Letters of thanks have been sent to County Cllr Stockell and the officers involved.

There has been no further progress by KCC on moving the bus stop at the junction of West Street and East Street. Members **Agreed** with Borough Cllr Wilson's suggestion to ask Nu-Venture directly if the bus drivers can drop passengers at the small green just past the end of East Street. ACTION: CLERK

### 9.4 Speedwatch

Cllr Wyles reported that there has been one Speedwatch event since the last meeting. The average speed recorded was 29mph, but 10% of vehicles were found to be speeding. There will be another outing this week.

A further two people have shown an interest in joining the Speedwatch team, which will take the number to 11 members. This will enable the team to use Speedwatch more frequently.

The team is also coordinating with Yalding to increase educational opportunities.

PCSO Judges has offered to come along to Speedwatch outings to provide a police presence.

- 9.5 Huntonwatch**  
Cllr Wyles reported that Huntonwatch is stopping the production of newsletters and will include updates in the Hunton Herald which will reach a more widespread readership. Information has been circulated on two scams.  
There have not been any recent crimes.  
Huntonwatch now has 130 members.
- 9.6 Hunton Parish Plan**  
Cllr Trought reported that a Hunton Parish Plan Steering Committee meeting was held on 2<sup>nd</sup> September. After five years, most of the projects from the Parish Plan are embedded. The next major item is the Neighbourhood Plan. Due to holidays, there has not been much further progress, but Cllr Wyles has collated the statistics from the engagement period. Cllrs Trought, Cllr Wyles and Cllr Porter will be meeting soon to progress the work and will include the feedback in the Hunton Herald in the autumn.  
A Bat and Moth evening was held on 11<sup>th</sup> September. Herschel Santineer was very helpful in publicising the event and a large proportion of the 40-50 people in attendance were children. Part of the Community Orchard funding is to help wildlife and the involvement of children is an important marker for funding. Further actions for the Community Orchard include erecting chestnut fencing and support wirework for the pears.
- 9.7 Neighbourhood Plan**  
Covered under Item 9.6.
- 9.8 Communication & Events**  
Cllr Trought reported that there will be Pop-up Shops at the Village Club on 26<sup>th</sup> September and 24<sup>th</sup> October. The Christmas Fayre will take place as usual.  
The communications strategy is currently being developed, for example the use of Facebook, but good promotion probably boosted attendance at the Village Fete in the summer. There will be six Autumn Lunches, from October to December. The proceeds from the lunches will be split between the Village Club and the Friends of St Mary's.
- 9.9 Planning Issues and Consultations**  
Cllr Thomas had nothing to report in addition to the planning issues covered under previous items in the meeting.
- 9.10 Utilities**  
Cllr Stanbridge had nothing to report.
- 10. OTHER PARISH MATTERS**
- 10.1 Hedge Restoration**  
Following the recent completion of kerbing work by Kent Highways on the road alongside the playing field there are large gaps in the hedge.  
Members **Agreed** that it would be preferable to use mature plants to fill the gaps, to be planted by a working party before the end of the year. Cllr Heaton **Agreed** to establish the cost of the plants. ACTION: CLLR HEATON
- 10.2 20mph Speed Limit**  
Members **Agreed** that the temporary 20mph speed limit on West Street near the school should be made permanent at all times, not just in school hours. Borough Cllr Wilson believed a meeting had taken place recently where all temporary 20mph speed limits had been made permanent. Members **Agreed** that this should be checked with County Cllr Stockell. ACTION: CLERK

### 10.3 Village Hall Porch

The canopy on the porch at the front of the Village Hall is in a state of disrepair.

Members **Agreed** that the whole porch should be replaced and that Mike Summersgill (Village Hall Committee Treasurer) be asked if he has any design suggestions and knows of anyone who could carry out the work.

ACTION: CLERK

### 10.4 Flooding

There has been no update and nothing to report.

### 10.5 Clerk's Report

#### 10.5.1 KALC Finance Conference

The Clerk expressed an interest in attending the KALC Finance Conference on 22<sup>nd</sup> October. Members **Agreed** the Clerk should attend.

#### 10.5.2 Kent Highways Parish & Town Council Seminar

The Parish & Town Council Seminar is being held on 9<sup>th</sup> November.

Members **Agreed** that Cllr Porter be asked to attend.

ACTION: CLERK

## 11. CONSULTATIONS

### 11.1 KCC – Kent Environment Strategy Consultation

Kent County Council is seeking views on its revised Kent Environment Strategy, and the themes and priorities outlined in it.

Members **Agreed** that they welcomed the Strategy, but no response was required.

## 12. FINANCE

### 12.1 Budget Monitoring Report

The Budget Monitoring Report to 31<sup>st</sup> August 2015 was **Noted**.

### 12.2 Income Received

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

Village Hall Committee – FIT receipt	£656.73
HMRC – VAT reimbursement	£2,623.46
Sport England – Grant for new cricket pavilion	£3,954.00

Cllr Trought reviewed and signed the bank reconciliation.

### 12.3 Payments Made

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

ICO – Data Protection registration fee	£35.00
300072 – Sharon Goodwin – Travel expenses/postage/stationery & office expenses	£180.61
SO – Sharon Goodwin – Salary & office allowance – July	£427.73
300073 – G & S Brown – New cricket pavilion	£540.00
300074 – Simon Taylor – for Electricbase invoice for new cricket pavilion	£2,400.00
300075 – Steve Jones – For Superlec invoice for new cricket pavilion	£1,231.76
SO – Sharon Goodwin – Salary & office allowance – August	£427.73
300076 – Adlor Security Shutters & Grilles – New cricket pavilion	£2,857.67
300077 – Annette Buckley – Reimbursement of Hunton Parish Plan expenses	£107.51

Note: Cheque 300070 issued to Cllr Trought for £107.51 at the last meeting has been cancelled

as it should have been in the name Buckley. It was reissued as cheque 300077 above.

#### 12.4 **Cheques for Signature**

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

300078 – Commercial Services Trading Ltd – First half grounds maintenance (KGF)	£469.61
300079 – Craigdene Ltd – Annual play area safety inspection (KGF)	£102.00
300080 – E.ON – Street lighting	£7.76
300081 – CPRE – Annual membership subscription	£36.00
300082 – Steve Jones – For IKEA/Currys invoices for new cricket pavilion	£2,003.96
300083 – Robert Cox – Hedge cutting/maintenance/branch clearance	£575.00
300084 – Safe Tec – Defibrillator cabinet	£485.85
300085 – MBC – Bin emptying (KGF)	£149.76
300086 – Sharon Goodwin – Travel expenses/stationery/green bin (KGF)	£77.12

#### 12.5 **Annual Review of Insurance**

Three quotations have been received from Came & Co for the insurance cover from 1<sup>st</sup> October 2015 to 30<sup>th</sup> September 2016: Aviva - £1,507.37; Ecclesiastical - £1,582.74; and Hiscox - £1,236.84. A quotation of £1,142.57 was also obtained from Zurich for comparable cover. Members **Agreed** that the insurance should be taken out with Zurich for one year unless Came & Co can provide a cheaper quotation from another insurer. **ACTION: CLERK**

### 13. **PLANNING**

#### 13.1 **Planning Application**

The following planning application was considered and recommendation made:

##### 13.1.1 **The Chances, Lughorse Lane – 15/506245/FULL**

Permanent siting of mobile home and one touring caravan for residential use by gypsy family. Parish Council recommendation: Refuse and request that the application is referred to MBC Planning Committee as the Parish Council would like the whole site of The Chances retained as a temporary permission and also retained as one site rather than being split into two. If MBC Planning Committee is minded to make the permission permanent, the Parish Council would like the permanent permission to be for a named person only, to last for the period until he/she leaves the site.

#### 13.2 **Planning Decisions**

No planning decisions have been reported since the last Planning meeting.

### 14. **DATE OF NEXT MEETING**

The next full Council Meeting is on **Monday 9<sup>th</sup> November 2015** at Hunton Village Hall.

**There being no further matters to be discussed the meeting closed at 9:55pm.**