

## HUNTON PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 16<sup>TH</sup> JANUARY 2017 AT 7:30PM AT HUNTON VILLAGE HALL

**PRESENT:** Cllr G Thomas in the Chair, T Stanbridge, J Goddard, D Heaton, A Trought, H Ward and Mrs S Goodwin, Clerk.

**IN ATTENDANCE:** Borough Councillor Webb was in attendance. Borough Councillor Emily Fermor was in attendance until Item 9.3. Borough Councillor Brian Mortimer was in attendance from Item 4. Two members of the public were in attendance.

#### **OPEN SESSION:**

In the open session, prior to the start of the meeting, a parishioner asked when there is likely to be fibre optic broadband in Hunton as East Farleigh appears to be close to receiving it. Cllr Stanbridge stated that Hunton has Callflow, which provides a distribution network of fibre optics connected to various points in the village, then connected by copper or radio signal. The Callflow customer service is restricted as it is not a 24-hour service. Cllr Stanbridge has been in contact with BT, who have said that it could be available within the next five years, but he agreed to look into it further. Cllr Ward has Callflow, which she finds to be better than BT.

#### **1. APOLOGIES**

Apoloies for absence were received and accepted from Cllr R Lee.

#### **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 14<sup>TH</sup> NOVEMBER 2016**

The minutes of the meeting held on 14<sup>th</sup> November 2016 had been previously distributed. The Chairman signed off the official copy of the minutes.

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

Item 3 – Cllr Lee to sign the Declaration of Acceptance of Office before the first Parish Council meeting he attends.

#### **6. POLICE & COMMUNITY WARDEN**

##### **6.1 Police**

PCSO Megan Day was not at the meeting and had not provided the crime figures, but it is understood that PCSO Day is no longer covering Hunton. Members **Agreed** that the Clerk should establish which PCSO now covers Hunton and obtain the crime figures.

**ACTION: CLERK**

PCSO Day had provided a response to questions asked at the last meeting about a lack of police

action concerning two road traffic accidents:

Lorry which hit the school barrier – the information passed on to the police was that the lorry had hit the barrier due to parked cars and a request was made for a PCSO and Warden to attend for advice about parking restrictions. As the call came through in this manner, it was downgraded and not seen as immediate, therefore no police officers attended.

Two parked cars written off on West Street – there were no injuries, so this was seen as a civil case. As the driver causing the accident exchanged his insurance details and there was no proof he was speeding, there was no further police action to take although the PCSO agreed he should have had some form of warning.

## 6.2 **Community Warden**

Adam McKinley was unable to attend the meeting, but had circulated an email on Friends Against Scams; the information will be included in the Hunton Herald.

## 6.3 **Huntonwatch**

Steve Wyles of Huntonwatch has provided the following update:

The Huntonwatch team has continued to pass information to its Members as and when it is received from the police. There was an increase in the number of scams in the run up to Christmas and as the cold weather finally arrives, heating oil becomes a likely target for thieves. There have been three cases where Huntonwatch has been able to help with animals in the area. Two golden retrievers have been reunited with their owner and an escaped horse has been returned to its paddock. Sadly, the owner of a dead cat (possibly victim of a road accident) could not be traced and the cat has now been laid to rest.

Huntonwatch has agreed to help with the parking at a large wedding in the summer and will be looking to re-establish a network of 4x4 vehicle owners to help out should snow or flooding become an issue this winter.

Huntonwatch has supplies of Smartwater to refresh the solar panels on the Village Hall roof. Members **Agreed** that Mike Summersgill should be contacted concerning the Smartwater application.

ACTION: CLERK

## 7. **LOCAL COMMUNITY**

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

Simon Taylor, Chairman of the King George V Playing Committee, reported on the last meeting held on 11th January:

Two monthly MBC health and safety reports refer to the loose board on the multiplay platform and the top of the steps being very loose, both will be looked into. A loose trim trail post appears to have righted itself. All comments are low risk/satisfactory.

Multiplay equipment at Playspaces in Laddingford costs £4,942 plus VAT and installation, compared to a quote of £14,500 from Playdale. A team swing costs £1,300. Funding from KCPFA, Tesco Bags for Help and Fields in Trust are to be considered further and financial assistance may be requested from the Parish Council.

There will be £4,622 remaining in funds after the invoices have been paid at this meeting. RIP Cleaning Services is to be employed as the new bin emptying contractor as their annual cost is £546, compared to the £1,947 cost of MBC. Landscape Services has quoted £814 to cut the field 16 times in 2017, but the Committee agreed that the number of cuts should be increased to 20. The Committee would like to ask the Parish Council for a small increase in the annual contribution for 2017/18, from £5,800 to £6,000.

The new bank account will be open before the financial year end, when all funds held by the Parish Council on behalf of the Committee can be transferred.

Following the Village Hall 'rave' event in October, the terms and conditions have been reviewed to include extra paragraphs specifically concerning use of the recreation ground.

A recent inspection of the Football Club changing rooms by parish councillors found the structure to be safe, although some remedial work could be carried out. The Football Club will

need to send a representative to the Committee meetings if they wish to progress this.

Cllr Thomas suggested that the hedge should be cut back as it obscures one of the bins near the play area.

ACTION: CLERK

## 7.2 **Hunton Village Hall Committee**

Cllr Trought reported that a meeting was held on 22<sup>nd</sup> November. The event referred to in Item 7.1 above was discussed and Kathy Reid was tasked with amending the paperwork to clarify the terms and conditions for hirers, so input from the Playing Field Committee will be useful.

The number of weddings has been capped at 15 in 2017 and there are a set number of community events.

Entertainment events are not being supported as well as hoped, so the Committee needs to ensure the right kind of entertainment is commissioned and fully publicised. The number of entertainment events will be reduced to four in 2017. An article was placed in the Hunton Herald in November asking for feedback on the sort of entertainment preferred, but there has been little response so far.

The Christmas Market was well attended

Roman blinds will be purchased to replace the old curtains.

## 7.3 **Hunton Primary School**

Cllr Trought reported that the current Headteacher will be leaving at the beginning of April and one of the two male teachers at the school is acting as Headteacher for the moment. It is hoped that a good rapport can be re-established with the school in spring and issues such as parking can be tackled.

Cllr Trought also provided an update on Hunton Village Club. The Club is currently fundraising for a kitchen, which will cost £15,000. The constitution was changed some time ago to allow non-members to attend Pop-up shops, lunches, etc and allow the Club to become more of a community centre. Better kitchen facilities are required to support this.

Phil Nicholls would like to stand down as Chairman of the Club, but has agreed to stay on for another six months.

Members **Agreed** that the Hunton Village Club should become a standing item on the agenda.

ACTION: CLERK

Ann Sawtell is standing down from running the Christmas Market. The parishioners who run the Pop-up shops are likely to take over and a new resident of the village is keen to be involved.

## 7.4 **Tree & Pond Warden**

The Tree & Pond Warden, Mike Summersgill, was unable to attend the meeting.

Quotations were sought from four contractors to undertake the remedial work on the 8 trees identified in the Visual Tree Assessment.

Members **Agreed** that Tregoning's Trees should be selected as the contractor based on price and previous good work.

## 8. **COUNTY & BOROUGH COUNCILLORS**

### 8.1 **County Councillor**

County Cllr Stockell was unable to attend the meeting.

### 8.2 **Borough Councillors**

Borough Cllr Webb:

Borough Cllr Webb stated that Berry Gardens has submitted a planning application (not validated or on the MBC website yet) to construct a building on the opposite side of the road from its current location on Redwall Lane in Linton. There is likely to be an increase in traffic if the development is approved, which could affect Hunton. The development will create 500 extra jobs. Members noted that a total of 900 staff would work on the site which is of concern as some will access the site from the Hunton end of Redwall Lane. A traffic expert at an exhibition

of the planned development stated that workers will come in from the Staplehurst road. There are plans to change the junction to make it safer, but if there are any problems there are three routes: Vanity Lane, Westerhill Road and Hunton Hill.

Borough Cllr Fermor:

Borough Cllr Fermor reported that the Medium Term Financial Strategy had been agreed by the Policy & Resources Committee on 3<sup>rd</sup> January. Individual service committees will consider the budget proposals. There have been concerns over the Parish Services Scheme (PSS) and Local Council Tax Support (LCTS) as the LCTS will not be passed on to parishes and, although the overall total of the PSS has not reduced, some individual parishes will receive less than last year. Mark Green, the Director of Finance & Business Improvement, will issue a breakdown and explanation of the PSS, but borough councillors should be notified if parishes are unhappy with the position.

Borough Cllr Mortimer:

Borough Cllr Mortimer informed Members that the Parish Liaison Officer post at MBC has been deleted and will not be replaced. Borough councillors Rob Bird and Dan Daley are disappointed that the police are not policing HGV use of East Farleigh and Yalding bridges. The police are looking to give more powers to PCSOs, so hopefully this will change in future. Cllr Mortimer asked that the Wilsons Yard planning application be considered by Planning Committee. KCC Highways made no objection to it, so if the application ends up at appeal, the Parish Council/ neighbours would not be able to object on highways issues as KCC did not object initially. Regarding Amsbury Farm, as land is being leased away from the farm, Mr Baxter may need planning permission as he is importing fruit from land he does not own. The concreted area of the farm may need planning permission.

An Enforcement Officer has left MBC Planning and another is off sick. The Conservation Officer, Mike Parkinson, has retired. His replacement is to start soon, working Mondays and Fridays.

The interim report has been issued by the Planning Inspector on the Draft Local Plan, which reflects quite positively on MBC.

## **9. PARISH COUNCILLORS**

### **9.1 Liaison with External Bodies**

Cllr Thomas has been attending the Draft Local Plan panels. In the interim report, the Planning Inspector has, unusually, dropped the housing target by 900 and taken out a number of individual sites. The Lenham target has reduced from 1,500 houses to 1,000. In Langley there are five sites on the same area, with all traffic using the A274. KCC has written a very strongly worded letter regarding the traffic issues relating to those developments. There is also an issue of air quality as some junctions already have higher levels of air pollution than EU standards require before the developments take place. All objectors to the Draft Local Plan were parishes. The intermediate report does not provide any information on gypsy sites (including The Chances). Borough Cllr Mortimer felt that the amount of housing could have been reduced by more than 900, based on the total number planned. MBC monitors air quality, but KCC has to deal with it.

### **9.2 Footpaths and Ditches**

The owner of the land south of Lughorse Lane is still against the idea of having a permissive footpath on her land. Members agreed that the permissive footpath should be shelved for now. Cllr Heaton advised that a footbridge over the River Beult on Water Lane is to be replaced in the summer, funded by KCC PROW.

A resident had contacted Cllr Heaton regarding the difficulty of getting large dogs through stiles on footpaths and some stiles are in a bad state of repair. There is nothing in the legislation which requires stiles to be dog friendly, but PROW is encouraging landowners to replace stiles with kissing gates and can supply them at a cost of £25.

PROW is monitoring the footpath through Amsbury Farm.

### 9.3 Highways

#### 9.3.1 Update

Cllr Goddard reported that a ditched channel will be installed outside the school and is on a list of jobs affirmed by Claire Chewter of KCC Highways.

Cllr Goddard would like to move the 7.5T sign at the bottom of Hunton Hill to the outside of Amsbury Farm to progress the HGV corridor down Hunton Hill to Amsbury Farm. The cost is £2,000, which KCC cannot fund. If the Parish Council is prepared to fund it, a Third Party Traffic Order Request form needs to be completed and the work could possibly be carried out by a non-KCC contractor to save money. Members **Agreed** that Cllr Goddard should complete the form and establish whether someone other than a KCC contractor can be used.

ACTION: CLLR GODDARD

Borough Cllr Mortimer advised that the order could take some time and suggested speaking to County Cllr Stockell to request funding from her devolved budget.

It will not be possible to use pillows as a method of traffic calming outside the school as there is no evidence of casualty reduction; the record outside the school is good compared to the rest of the county. Cllr Mortimer suggested asking for s106 money from nearby developments (such as Berry Gardens) to improve road safety, as the resulting increased traffic will pass through Hunton.

The resurfacing of Hunton Hill, using micro surfacing, is on the KCC Highways shortlist, but funds will not be available until the next financial year.

The Lorrywatch signs and high-vis jackets are to be collected shortly.

Cllr Goddard has fixed the potholes in Grove Lane at a cost of £350. KCC PROW provided £100 towards the cost and residents of Grove Lane also contributed.

#### 9.3.2 Amy TESC Services

Parishes have been informed by Kent Highways that they can access Amy TESC Services by submitting a letter in a prescribed format. This will enable parishes to access KCC costs without the need for individual contracts. Members **Agreed** that the Parish Council should participate and Cllr Thomas signed the letter.

### 9.4 Speedwatch

Cllr Ward reported that the Speedwatch team has been out twice since the last meeting in November. Monitoring was carried out for an hour at lunch time on 5<sup>th</sup> December, when one vehicle was recorded travelling at 55mph and several at over 40mph. Due to the number of parked cars, the session on 15<sup>th</sup> December had to be stopped (although parked cars do provide effective traffic calming). One vehicle was travelling at 35mph. No sessions are currently planned. Speedwatch and Lorrywatch could be combined and there is a possibility that traffic could be monitored on East Street in future if there is a Lorrywatch site in that area.

### 9.5 Hunton Parish Plan/Neighbourhood Plan

Cllr Trought reported that Hunton Parish Plan meetings now take place twice a year, compared to five times previously, as projects are embedded.

The Neighbourhood Plan is on hold as some members of the team have stood down.

The next Parish Plan Steering Committee meeting is on 8<sup>th</sup> March; a separate meeting will be necessary to discuss the Neighbourhood Plan. Members agreed that a consultant is likely to be required for the next stage of the Neighbourhood Plan, for which grant funding is available.

Borough Cllr Mortimer advised that it may be worth keeping the Neighbourhood Plan on hold as no development is shown for Hunton in the Draft Local Plan.

### 9.6 Communication & Events

Cllr Trought reported that there had been many events leading up to Christmas – some well attended, others not so. Consideration needs to be given to the number and type of events and a process of selection used to ensure that those not well attended are not organised again.

It was noted that a small number of people in the village volunteer for a lot of activities. Cllr Ward suggested the possibility of the Parish Council running surgeries when Pop-up shops are held, manned by a couple of parish councillors. Members **Agreed** that this would be a good idea and Borough Cllr Mortimer said he would also be happy to attend.

ACTION: CLLR WARD

#### 9.7 **Planning Issues and Consultations**

All issues have already been covered during the meeting.

#### 9.8 **Utilities**

Cllr Stanbridge felt that pressure should continue to be applied to South East Water regarding the water main on Hunton Hill and **Agreed** to draft a letter. ACTION: CLLR STANBRIDGE

Cllr Stanbridge **Agreed** to take up the broadband issues discussed during the Open Session.

ACTION: CLLR STANBRIDGE

### 10. **OTHER PARISH MATTERS**

#### 10.1 **Flooding**

Cllr Thomas reported that the next meeting of the Joint Parishes Flood Group (Yalding, Collier Street, East Farleigh, Hunton, Nettlestead, Marden and Barming) is due to take place on 19<sup>th</sup> January, which he will attend with Cllr Heaton. Despite the amount of discussion, nothing much is getting done. There is no chance of getting a flood storage area on the River Beult, although there is the possibility of one or two on the River Teise. There is talk of raising the Leigh barrier by ½ metre.

Borough Cllr Mortimer stated that extra storage will not help Hunton and other options need to be considered. Cllr Heaton noted that MBC has commissioned a consultant to look at the Environment Agency's report. Their main consideration is the Teise scheme.

The EA is focussed on individual house resilience, but this will not be enough to protect some properties. It is necessary to either stop the water coming or clear the water ways so water can flow through. The EA has done nothing since 2013.

#### 10.2 **Bus Shelter**

A Hunton resident has asked the Parish Council to consider installing a bus shelter outside the Village Club and has submitted some ideas.

Members discussed the necessity for the bus shelter as well as the location, as the bus stop is situated a little way along from the Club. Consideration could be given to moving the bus stop. Members **Agreed** that the Village Club Committee should be consulted.

ACTION: CLLR TROUGHT

#### 10.3 **CCTV**

Steve Wyles has proposed that Huntonwatch takes over responsibility for the CCTV, including the review of CCTV footage when incidents occur. Members **Agreed** that this would make sense and Steve will be asked for an estimate of any associated costs. ACTION: CLERK

#### 10.4 **Training & Development**

The KALC Executive Committee strongly encourages all Councils to invest in learning and development for both members and officers and to introduce a training budget, policy and plan. The Parish Council has a budget of £300 for 2016/17, but no specific policy or plan.

Cllr Ward reported that she had attended a KALC Dynamic Councillors course recently which was nearly 4 hours long. The course is designed for new parish councillors or those requiring a refresher course and covered parish councillor duties, roles and legislation. The course felt rushed as there is a lot to cover and raised more questions than it answered. Cllr Ward has given the pack to Cllr Lee so he can decide whether to attend.

Cllr Heaton attended a KALC Emergency Planning & Resilience conference on 14th December and will report on it at the next meeting.

Cllr Trought and Cllr Ward will be attending a KALC Communication & Social Media conference on 14<sup>th</sup> January.

**10.5 Battle's Over – A Nation's Tribute**

A letter has been received from the Pageantmaster regarding the 'Battle's Over – A Nation's Tribute' event which is being organised to commemorate the 100<sup>th</sup> Anniversary of the end of World War I. 1000 Beacons of Light will be lit at 7pm on 11<sup>th</sup> November 2018 and will represent "the light of hope". Members **Agreed** that they are interested in being involved in the event and will give it more thought. ACTION: ALL CLLRS

**10.6 Clerk's Report**

The Clerk had nothing to report.

**11. FINANCE**

**11.1 Budget Monitoring Report**

The Budget Monitoring Report to 31<sup>st</sup> December 2016 was **Noted**.

**11.2 Income Received**

Members **Noted** that no income had been received since the last meeting. Cllr Trought reviewed and signed the bank reconciliation.

**11.3 Payments Made**

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

SO – Sharon Goodwin – Salary & office allowance – November	£431.61
300174 – Cllr Thomas – Chairman's Allowance	£42.83
300175 – Hunton Village Club – Chairman's Allowance	£122.75
Unity Trust Bank – Service charges	£18.00
SO – Sharon Goodwin – Salary & office allowance – December	£431.61

**11.4 Cheques for Signature**

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

300201 – South East Water – Cricket pitch water charges (KGV)	£245.63
300202 – Commercial Services Trading Ltd – Second half grounds maintenance (KGV)	£658.62
300203 – E.ON – Street lighting electricity	£9.60
300204 – Darren Hood (Silva Arboriculture) – Visual Tree Assessment	£395.00
300205 – Fields In Trust – Annual membership subscription	£50.00
300206 - KALC – Emergency Planning & Resilience Conference	£36.00
300207 – ACRK – Annual membership subscription	£50.00
300208 – Sharon Goodwin – Travel expenses/postage/stationery/Chairman's Allowance (reimbursement)	£174.29

**11.5 Yalding Parish Playscheme 2017**

Members considered a request from Yalding Parish Council for a small donation towards the 2017 Playscheme. Eight children from Hunton attended the 2016 Playscheme. Members **Agreed** that a contribution of £100 should be made under s137 expenditure. Cheque 300209 was written and signed by Cllrs Trought and Stanbridge. ACTION: CLERK

**11.6 2017/18 Budget and Parish Precept**

Members **Agreed** that this item should be deferred to an Extraordinary meeting to be held on 26<sup>th</sup> January.

## **12. PLANNING**

### **12.1 Planning Applications**

The following planning applications were considered and recommendations made:

#### **12.1.1 The Bishops Cottage, Bishops Lane – 16/508356/FULL**

Single storey rear garden room and internal alterations.

Parish Council recommendation: Approve.

#### **12.1.2 The Bishops Cottage, Bishops Lane – 16/508357/FULL**

Listed Building Consent for single storey rear garden room and internal alterations.

Parish Council recommendation: Approve.

### **12.2 Planning Decisions**

The following decisions received from Maidstone Borough Council were **Noted**:

#### **12.2.1 1 Bishops House, Bishops Lane – 16/503543/FULL**

Erection of an oak framed garden room to rear elevation.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Application withdrawn.

#### **12.2.2 1 Bishops House, Bishops Lane – 16/503544/LBC**

Listed Building Consent for erection of an oak framed garden room to rear elevation.

Parish Council recommendation: Approve.

Maidstone Borough Council decision: Application withdrawn.

#### **12.2.3 Wilsons Yard, George Street – 16/506756/FULL**

Demolition of the existing commercial buildings on the site and the construction of 5 no. dwellings alongside associated parking, access and landscaping works on the land at Wilsons Yard.

Parish Council recommendation: No objection.

Maidstone Borough Council decision: Refused planning permission.

#### **12.2.4 3 Pennywood Cottages, Lughorse Lane - 16/507794/FULL**

First floor side extension.

Parish Council recommendation: No objection.

Maidstone Borough Council decision: Granted planning permission.

## **13. DATE OF NEXT MEETING**

The next full Council Meeting is on **Monday 20<sup>th</sup> March 2017** at Hunton Village Hall.

**There being no further matters to be discussed the meeting closed at 10:32pm.**