

HUNTON PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 20TH MARCH 2017 AT 7:30PM AT HUNTON VILLAGE HALL

PRESENT: Cllr G Thomas in the Chair, Cllrs J Goddard, D Heaton, H Ward, T Stanbridge and R Lee, and Mrs S Goodwin, Clerk.

IN ATTENDANCE: County Councillor Paulina Stockell was in attendance until Item 9.4. Borough Councillor Richard Webb and one member of the public were in attendance until Item 11.

OPEN SESSION:

In the open session, prior to the start of the meeting, a parishioner expressed concern about the proposed closure of West Street for a week between the junctions of Lughorse Lane and Mill Lane, due to the difficulty it would cause people needing access to the school, village hall and other amenities.

Claire Chewter of KCC Highways has apologised to Cllr Goddard for scheduling the closure during term time and it will now be rescheduled for the school holidays and, although the whole section of road will need to be closed due to the diversion, there will still be access.

Cllr Ward pointed out that closing the road cuts off the bus route on which some parishioners are dependant, so a reduction in the duration of the road closure would be preferable.

Cllr Goddard advised that 18th or 26th April had been suggested by Susan Laporte (Maidstone District Manager of KCC Highways) for a meeting to discuss highways issues. Members

Agreed that 18th April would be the best date. **ACTION: CLLR GODDARD**

Members **Agreed** that a letter should be written to Susan Laporte to request better communication with the Parish Council on road closures and other highways issues to allow information to be provided to parishioners on a timely basis. **ACTION: CLERK**

County Cllr Stockell advised that she has funded a permanent rather than advisory 20mph speed limit outside the school. Repeaters and lights will be installed.

1. APOLOGIES

Apologies for absence were received and accepted from Cllr A Trought.

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 16TH JANUARY 2017 AND EXTRAORDINARY COUNCIL MEETING HELD ON 26TH JANUARY 2017

The minutes of the meetings held on 16th January 2017 and 26th January 2017 had been previously distributed. The Chairman signed off the official copy of each set of minutes.

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

Item 3 (14th Nov 2016 meeting) – Cllr Lee signed the Declaration of Acceptance of Office before

the 27th February 2017 Planning meeting.

Item 10.2 – the Village Club will be consulted on the bus shelter idea.

6. POLICE & COMMUNITY WARDEN

6.1 Police

Hunton is now being covered (temporarily) by PCSO Nicola Morris, supported by PCSO Peter Gardner and PCSO Ryan Waring. One of the new PCSOs who starts in March is being tutored by PCSO Morris and will take over Hunton parish when fully trained.

PCSO Waring was unable to attend the meeting, but had provided the crime report for the period 14th November 2016 to 20th March 2017:

21/11/16 – Theft – West Street

30/11/16 – Attempted burglary other than dwelling – Shingle Barn Lane

23/12/16 – Criminal damage – Redwall Lane

01/01/17 – Criminal damage – Redwall Lane

27/02/17 – Theft – West Street

Anti-social behaviour: 02/03/17 – Bad driving – Hunton Road

6.2 Community Warden

Adam McKinley was unable to attend the meeting.

6.3 Huntonwatch

Steve Wyles of Huntonwatch has provided the following update:

Criminals are always on the lookout for new scams to rid the rest of us from our hard-earned cash. Here are some of the latest that Huntonwatch has heard about:

BT Call Preference Service – a genuine service to block unwanted calls on your phone but scammers have been calling people asking them to give details of their credit cards and the security number on the back ‘for identification purposes’. A genuine caller would NOT do that.

Amazon e-mails – these look genuine and refer to an item supposedly ordered by the recipient (usually a very expensive item). The e-mail contains a link to click on if the order was not placed by the recipient of the mail ‘for a full refund’. Once this is done the person is asked for name, address and credit card details. Amazon does NOT do that.

Please help me e-mails – from people needing funds because of a sick friend, to enter the country to claim a fortune and a host of other implausible situations. All have one purpose – to relieve you of money.

Negligent Driving – an email contains an image apparently from a speed camera recording a speeding violation and a link to read a notification of the offence. The link must not be clicked. If you have been caught speeding you will receive a LETTER by post from the police and NOT an email.

A cocker spaniel reported missing in January from a property in Staplehurst has been reunited with its owner following a raid on a property in Bearsted.

A carer who stole jewellery from pensioners and a scammer who stole money from a pensioner have both been jailed.

An attempted theft of tools from a vehicle in Hunton was foiled by the owner. The incident was reported to the police and the alleged offenders are known to them.

7. LOCAL COMMUNITY

7.1 King George V Playing Field

Cllr Heaton, a Trustee of the King George V Playing Committee, reported on the last meeting held on 15th March:

John Bates has resigned from the Committee after being a Trustee since its inception and the Football Club has been asked if a member can take his place.

Mole activity on the field has reduced, but the rabbits have become more of an issue. Peter King

will be contacted.

The MBC health and safety reports still refer to the board being loose on the multiplay platform and the top of the multiplay steps being loose, despite members of the Committee finding nothing wrong.

A representative of Outdoorsy Living (Playspaces) has provided a quote for: replacing the multiplay and surfacing; replacing the multiplay surfacing only; and a nest swing. It was agreed that a new multiplay will not be purchased; the old one will be sanded, painted and any repairs carried out. However, the Committee agreed that the multiplay area should be resurfaced and a nest swing purchased at a total cost of £8,092. Funding from KCPFA, Awards for All, Tesco Bags for Help, MBC and County Cllr Stockell will be pursued. The Committee will also provide some funding if required and may request assistance from the Parish Council.

Lesley Windless, the Clerk for Boughton Monchelsea Parish Council, has offered informal defibrillator awareness training at no cost. A suggested date by the Committee is Monday 15th May – this will be publicised to the village if the trainer is available.

There will be £4,195 remaining in funds after the invoices have been paid this evening. The new bank account is now open and the Playing Field Committee funds held by the Parish Council can be transferred. Tate Fencing will be visiting on 24th March to provide a quote for installation of a new pedestrian gate. RIP Cleaning Services have taken over the bin emptying from MBC.

Robert Cox will be asked to cut back the vegetation near the bin in the corner and dig the mud out of the culvert at the top end of the recreation ground. The holes in the car park will be back filled by Cllr Heaton.

The Trustees indemnity insurance will be renewed with AON. The review of the village hall hire terms and conditions to include terms relating to the use of the field and car park has been provided to Kathy Reid.

7.2 Hunton Village Hall Committee

Cllr Heaton reported on a meeting held a few weeks previously.

The village hall finances are good. There are plans to redecorate the ceiling this year. The window blinds have now been fitted to replace the old curtains and new tables have been purchased. There are still issues with the boiler.

The Pre-school is looking to increase the number of hours it uses the hall and a 25% increase in price has been agreed.

No Applause events are booked for the first half of the year, but there will be an event in the autumn.

7.3 Hunton Primary School

Cllr Ward reported that the Headteacher has now left the school.

Mark Ward is running karaoke for the children on 24th March as a PTA event to raise funds.

7.4 Tree & Pond Warden

(This Item was taken after Item 10.5)

The Tree & Pond Warden, Mike Summersgill, reported that a tree survey had been undertaken on the trees around the village hall and on the recreation ground. The work to rectify issues affecting some of the trees will be carried out on 27th/28th March.

A limb is broken on an ancient heritage yew tree in the church yard; Mike is meeting other Kent wardens on 22nd March to find out how to deal with it.

Advice has been given to a few people about not cutting hedges and trees when there are nesting birds.

The ponds are currently very low, they have not refreshed themselves this year as they do usually.

To provide a further update on the village hall, a caretaker is due to start in April to cover hall maintenance and checks after wedding hires. The boiler stopped working two weeks ago; County Cllr Stockell will be contacted to enquire about funding for a new boiler. The hall is fully booked for weddings this year (except for one which cancelled) and two are booked for

next year.

8. COUNTY & BOROUGH COUNCILLORS

8.1 County Councillor

County Cllr Stockell reported that KCC is performing very well on Education. Much of the demand for funding at KCC is from Social Services. KCC has rolled out free Wi-Fi in all libraries in Kent.

County Council elections are due to take place in May.

Regarding Hunton, the provision of a permanent 20mph speed limit outside the school is underway. Cllr Stockell suggested that organisations in Hunton should ask for Combined Member Grant funding from KCC when needed. Members agreed that funding could possibly be requested for new playing equipment (Playing Field Committee) and a new kitchen (Village Hall). Cllr Goddard is completing a Third Party Traffic Order Request form to move the 7.5T sign near to the Amsbury Farm exit to create a HGV corridor up Hunton Hill. The movement of the sign will require funding, but Cllr Stockell advised that funding is predominantly for community causes rather than highways. Cllr Lee offered to assist Cllr Goddard with the workload involved in his responsibility for roads.

8.2 Borough Councillors

Borough Cllr Webb stated that the budget had been agreed at Full Council on 1st March.

Borough Cllr Mortimer has sent his apologies for not attending the meeting, due to ill health.

Cllr Webb thanked Cllrs Goddard and Trought for their help in finding a lost cat belonging to a friend who had moved to Hunton. The good communication links in Hunton had been very helpful.

Cllr Thomas noted that, following the examination of the Local Plan, there are 69 proposed changes, which were discussed at Strategic Planning, Sustainability & Transportation Committee. The examiner has reduced the housing numbers, which has not happened to any other local authorities.

9. PARISH COUNCILLORS

9.1 Liaison with External Bodies

Cllr Thomas attended a meeting on 16th March with County Councillors Paul Carter and Matthew Balfour and other parish chairmen. MBC turned down an application on junction 8 of the M20, which is now subject to appeal. Langley is a big issue as there is no solution to the traffic issues created from the new developments in the area.

9.2 Footpaths and Ditches

Cllr Heaton has received an email from Clive Baxter about the footpath at the top of Amsbury Farm. Cllr Ward advised that the footpath, which runs from Mulberry Farm over to Amsbury Farm land, has a stile missing and parts are difficult to access. Cllr Stanbridge noted that the footpath route marked out on maps is not the route you can take due to the planted-out orchard.

Cllr Heaton will contact David Munn at KCC PROW.

ACTION: CLLR HEATON

Members **Agreed** that the Clerk should write to Rob King at Fruition and Clive Baxter to thank them for the meeting and site visit to Amsbury Farm.

ACTION: CLERK

9.3 Highways

Cllr Goddard reported that Steve Wyles has logged 78 separate traffic incidents in the village since July 2016.

Lorrywatch has started, with sessions on 17th March (three lorries logged) and 20th March (two lorries logged). Data is collected and registration numbers taken, then passed on to KCC. If the same lorry or company is recorded more than once in an area the police will contact them.

Cllr Goddard has been collecting support letters from Cllr Stockell and Cllr Mortimer for the

movement of the 7.5T sign to the exit from Amsbury Farm.

Claire Chewter of KCC Highways has advised that the dished channel will not be installed outside the school, KCC will instead requote for single and double kerbs.

The resurfacing of Hunton Hill is scheduled for May/early June, but may need to be rescheduled after water mains work in October.

Cllr Thomas noted that there could be impending highways problems from the Wares Farm and Vicarage Road planning applications if they are permitted, but the Parish Council has objected to both applications.

9.4 Speedwatch

Cllr Ward reported that the Speedwatch team has not been out since the last Parish Council meeting. A session is planned for 27th March and another session will hopefully take place one day in the school holidays at rush hour, but may not happen as the road could be closed and a lack of Speedwatch volunteers.

9.5 Hunton Parish Plan/Neighbourhood Plan

There has been no further progress on the Neighbourhood Plan.

9.6 Communication & Events

Cllr Ward reported that a Pop-up shop will be held at the Village Club on 15th April. A Parish Council surgery will be held in conjunction with the shop; Cllrs Ward and Heaton will attend and the Community Warden, PCSO, Borough Councillors and County Councillor have also been invited.

The lunches at the Club have gone well and a darts evening has also been held.

Karaoke will take place on 25th March, a Quiz Night will be held in April and there will be wine tasting at the beginning of May.

The Hunton Fete takes place on 17th June.

9.7 Planning Issues and Consultations

All issues have already been covered during the meeting.

9.8 Utilities

Cllr Stanbridge has information on a scheme involving subsidised broadband installation, worth up to £350, provided applicants meet three criteria. It would be worth mentioning to anyone who is eligible.

10. OTHER PARISH MATTERS

10.1 Flooding

Cllr Thomas attended a Joint Parishes Flood Group (JPFPG) meeting with Cllr Heaton and representatives from other parishes. There is despair that the Environment Agency will ever take action. A number of houses are affected in Hunton, but Yalding and Collier Street are affected to a greater extent. MBC has commissioned a consultant, Arcadis, to look at the Environment Agency's report on flood alleviation to look at the effect on Maidstone and whether the Teise flood storage scheme is viable. The Arcadis report should be completed by now, but has not been issued yet.

10.2 Traffic Issues

Cllr Goddard, Cllr Thomas, Cllr Ward and Cllr Lee will meet with Susan Laporte of KCC Highways to discuss putting restrictions on HGVs in place on East Street and other issues. Cllr Ward advised of an incident which had occurred on East Street where a HGV hit a car while the HGV driver was on his phone. It was reported to the police, but they did not take any action or record it as a crime. The lorry should not have been in a restricted zone.

Cllr Ward suggested that a working party could be formed to tackle traffic issues as it is

becoming a big problem in the village. Cllr Goddard agreed that pro-active action, such as taking details of the lorry company and calling the company, could be taken by a working party. Members agreed that a working party could be progressed once the meeting with Susan Laporte had taken place, but in the interim the Clerk will write to the Police and Crime Commissioner to state concerns over recent traffic incidents where the police have taken no action.

ACTION: CLERK

10.3 Public Rights of Way Notifications at Amsbury Farm

This was discussed under Item 9.2.

10.4 Annual Parish Meeting

Members **Agreed** the invitation list and format of the Annual Parish Meeting (APM), to be held on 22nd May 2017. Bill boards will be used to advertise the APM and it will be publicised at the Pop-up shop and in the Hunton Herald, where it will be advertised as a forum to discuss issues. Members agreed that presentations from local groups should be limited to three minutes to allow more time to discuss issues raised. Cllr Heaton will chair the meeting in place of Cllr Thomas.

10.5 Training

Cllr Heaton reported on the KALC Emergency Planning & Resilience Conference he had attended on 14th December 2016. KCC emergency planning officers and Staplehurst Parish Council gave presentations. The conference centred around flooding. There has been a change of emphasis in emergency planning and resilience, from being run by the borough, county and police, to parishes taking more of a role. Some villages and towns have an emergency plan in place, Hunton does not. The plan should be as simple as possible, containing information such as: emergency numbers, points of contact, a meeting point in case of a disaster, list of people with pumps and generators, list of 4x4 vehicle owners and location of a shed containing emergency items. Everyone in the village should have a copy of the plan. There is a trial in Yalding, Collier Street and Hunton for the parishes to have authority to close roads. If there was a flood, the contact would call KCC to say that a particular road is being closed. At the moment, no order or signs are in place, but hopefully they will be by winter. Cllr Heaton agreed to draft an emergency plan for Hunton.

ACTION: CLLR HEATON

Cllr Ward reported on the Communication & Media Conference she had attended on 19th January 2017. It was aimed at larger councils, but there were a couple of interesting ideas, one being GroupSpaces, which could be very useful for Hunton. It would be an effective and relatively inexpensive method of providing information to the village using website capability and setting up email groups which Cllr Ward will look into further.

Cllr Ward reported that Cllr Trought had attended a conference on devolving powers to local councils. County and borough councils are looking to provide less services and pass more on to parishes. Clustering with other parishes could be the way forward and is something the Parish Council may want to start thinking about.

10.6 Battle's Over – A Nation's Tribute

Members agreed not to take part in the beacon lighting event being organised to commemorate the 100th anniversary of the end of World War I.

10.7 Clerk's Report

The Clerk requested permission to attend a KALC Preparing for your Audit – Best Practice Workshop on 1st April (cost £30) and the KALC Clerks Conference on 7th June (cost £60). Members agreed.

11. CONSULTATION

11.1 2017 KALC Membership Survey

Members asked the Clerk to complete the survey on behalf of the Parish Council.

ACTION: CLERK

12. FINANCE

12.1 Budget Monitoring Report

The Budget Monitoring Report to 28th February 2017 was **Noted**.

12.2 Income Received

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

Village Hall Committee – FIT receipts £382.24

Cllr Stanbridge reviewed and signed the bank reconciliation.

12.3 Payments Made

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

SO – Sharon Goodwin – Salary & office allowance – January £431.61

SO – Sharon Goodwin – Salary & office allowance – February £431.61

12.4 Cheques for Signature

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

300176 – KALC – Conferences x 3 £216.00

300177 – RIP Cleaning Services – Bin emptying (February/March) (KGV) £42.00

300178 – MBC – Bin emptying (December/January) / Garden bin rental x 2 (KGV) £219.76

300179 – AON UK Limited – Trustee indemnity insurance (KGV) £165.72

300180 – Sharon Goodwin – Travel expenses/Postage/Stationery £50.13

300181 – King George’s Field Hunton – Transfer of balances held £3,694.74

300182 – Tregoning’s Trees – Tree surgery (first part) £480.00

Members **Agreed** that Cllrs Ward and Lee should become authorised cheque signatories. The Clerk will bring the relevant form to the next meeting. ACTION: CLERK

13. PLANNING

13.1 Planning Applications

The following planning applications were considered and recommendations made:

13.1.1 Scuffits, Water Lane – 17/500630/FULL

Erection of greenhouse.

Parish Council recommendation: No objection.

13.1.2 Riverside Cottage, Vicarage Road, Yalding – 16/505750/FULL

Partial conversion of garage to form ancillary accommodation. Revised details.

Parish Council recommendation: Refuse as it would create another dwelling in the countryside.

13.2 Planning Decisions

No planning decisions have been received from MBC since the last Planning meeting.

14. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 8th May 2017** at Hunton Village Hall.

There being no further matters to be discussed the meeting closed at 10:05pm.