

## HUNTON PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 17<sup>TH</sup> JULY 2017 AT 7:30PM AT HUNTON VILLAGE HALL

**PRESENT:** Cllr G Thomas in the Chair until Item 7.3, Cllr D Heaton in the Chair from Item 7.3, Cllrs H Ward, T Stanbridge, R Lee, A Trought and J Goddard and Mrs S Goodwin, Clerk.

**IN ATTENDANCE:** County Councillor Paulina Stockell was in attendance from Item 4 until Item 9. Borough Cllr Brian Mortimer was in attendance until Item 10.4. Borough Cllr Emily Fermor was in attendance from Item 7.2 until Item 10.4. One member of the public was in attendance from Item 4 until Item 9.7 and another was in attendance until Item 7.5.

#### 1. APOLOGIES

There were no apologies from parish councillors as all were present at the meeting. Borough Cllr R Webb had sent his apologies.

#### 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 8<sup>TH</sup> MAY 2017

The minutes of the meeting held on 8<sup>th</sup> May 2017 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 16.1 – A response was made to the MBC Parish Thin Applications consultation.

Item 16.2 – A response was made to the Department of Transport South Eastern Rail Franchise consultation.

Item 17.10 – Unity Trust Bank has amended the bank signatories list.

Item 18.1 – The Parish Services Scheme end of year certificate was sent to MBC.

#### 6. POLICE & COMMUNITY WARDEN

##### 6.1 Police

PCSO Pay was unable to attend the meeting, but had provided the crime report for the period from 4<sup>th</sup> May 2017 to 13<sup>th</sup> July 2017:

03/06/17 – Burglary (tools) – East Street – no lines of enquiries

27/06/17 – Theft of motor vehicle – Hilltop – on going investigation

27/06/17 – Attempted burglary – Redwall Lane – no lines of enquiries

29-30/06/17 – Theft (statue) – Lughorse Lane – no lines of enquiries

In addition, Cllr Ward reported that there had been a theft of fruit pickers' bags from Amsbury Farm orchard on 12<sup>th</sup> July.

## **6.2**

### **Community Warden**

Adam McKinley was unable to attend the meeting, but had provided the following report:  
I now work closely with two local GP surgeries in Yalding and Coxheath to help people like residents in Hunton with help in getting a lifeline, help with benefits (young and old), care, gaining access to groups and general support. I am working with two clients in Hunton in helping with these needs, referred by Yalding surgery. I am also trying to arrange a surgery with PCSO Jasmine Pay on local issues. I understand I am not always in area but have been visiting while on late shifts. I have a high welfare list during the day which restricts my visible presence in the day time, but I will do my best to visit when I can. Any worries or questions, please contact via email or my number is 07811271021.

## **6.3**

### **Huntonwatch**

A report had not been received on Huntonwatch.

## **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 12<sup>th</sup> July:

A boundary walk was undertaken prior to the meeting and various actions agreed, including:

- Trimming the hedge to 5-6 feet from the car park to the poplar trees.
- Installing posts, strainers and a length of stock fence on the West Street side to protect the saplings.
- Obtaining quotes for the replacement of the low post and rail barrier between the car park and children's play area to match the fencing on the adjacent side of the car park.
- Strimming the boundary.
- Painting the swing and multiplay equipment.
- Bracing the posts holding the safety netting between the cricket pitch and Bowls Club.

The MBC inspection reports do not highlight any health and safety issues.

Grant funding applications have nearly been completed for KCPFA and Awards for All for a new nest swing and resurfacing under the multiplay equipment. County Cllr Stockell will also be contacted.

There is still no one attending Committee meetings from the Football Club.

At the AGM, following the Committee meeting, all Trustees were re-elected and there were no changes to the Chairman or Secretary. The Chairman thanked the Secretary and all of the Committee.

### **7.2**

### **Hunton Village Hall Committee**

Cllr Trought, Chair of the Hunton Village Hall Committee, reported that the Committee has agreed to limit hall hire for teenage parties to residents of Hunton only.

Mike Summersgill, Treasurer, stated that the accounts were approved at the AGM. The hall's insurer has approved an insurance claim for repairs due as a result of a water leak - the repairs will be undertaken in August. The hall has been on a water meter since Christmas; the charge for the four months since has been the same as the previous 12 months when unmetered. Simon Taylor advised that he had checked for water leaks and the Football Club should be checked.

### **7.3**

### **Hunton Primary School**

Cllr Stanbridge reported that there was an incident on the school's Sports Day where a couple of parents' cars, parked outside the bus stop, were scraped with a key, so perhaps consideration should be given to alternative arrangements next year.

Cllr Trought is planning to visit the school in September to discuss ways to help the parking situation.

### **7.4**

### **Tree & Pond Warden**

The Tree & Pond Warden, Mike Summersgill, reported that the Turkey Oak tree on the recreation field needs to be reduced by a third or removed altogether. One quote has been

received for the reduction and two more will be obtained with a view to the work being undertaken in September. A safety notice will be placed on the trunk.  
There is nothing to report on ponds, other than that they are dry.

## 7.5

### **Hunton Village Club**

Cllr Trought reported that two working parties had tidied up around the Club and cut the hedge back. No one has volunteered to take over as Chairman of the Village Club Committee since Phil Nichols announced he wished to stand down. The Committee is looking at ways to share the responsibility.

## 8.

### **COUNTY & BOROUGH COUNCILLORS**

#### 8.1

#### **County Councillor**

County Cllr Stockell had nothing to report.

#### 8.2

#### **Borough Councillors**

Borough Cllr Fermor stated that the Wares Farm planning application had been a significant issue. Full Council will be held on 19<sup>th</sup> July.

Borough Cllr Mortimer reported that the Planning Enforcement Officer was obtaining legal advice regarding Amsbury Farm, but is now on holiday. The Mayor of Picardy in France has sadly passed away, but there are still plans to link with Hunton.

## 9.

### **PARISH COUNCILLORS**

#### 9.1

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

Cllr Thomas reported that he meets regularly with the Chairmen of other parish councils (including Peter Coulling, Geraldine Brown, Cheryl Taylor-Maggio, John Horne, Eileen Ryden, Robert Sinclair and Bill Lash from Leeds Castle) to put pressure on Maidstone Borough Council regarding issues which arise. Cllr Thomas plans to suggest procedural changes in the planning process (see Item 13.2). Borough Cllr Mortimer advised that he could help to arrange a meeting between the group and the Chief Executive and Leader of MBC on this issue.

#### 9.2

#### **Footpaths and Ditches**

Cllr Heaton reported that he had spoken with Clive Baxter of Amsbury Farm, who has marked the footpath from Savage Farm, is reinforcing the fence between his and neighbouring land and has mown a path through the meadow. Some issues are not Mr Baxter's to resolve. Originally the footpath went through Savage's, there is a diversion, but it is not possible to get through. The ditches are dry.

#### 9.3

#### **Highways**

Cllr Goddard reported that the 7.5T weight restriction sign, which is to be moved to the exit of Amsbury Farm, has just entered the consultation phase.

The resurfacing of Hunton Hill will be delayed until after the water main replacement work.

The 20mph signs are working outside the school

Cllrs Goddard and Lee carried out two Lorrywatch sessions on 26<sup>th</sup> June and 5<sup>th</sup> July, with nothing to report from either. It is difficult to select the best time to do Lorrywatch as HGV traffic is constant throughout the day. Cllr Goddard will do another session this week. Cllr Stanbridge volunteered to do a Lorrywatch session.

#### 9.4

#### **Speedwatch**

Cllr Ward reported that, as stated at the Annual Parish Meeting in May, Hunton Speedwatch is struggling and things have not improved since. Speedwatch is currently without a co-ordinator, although Cllr Ward and Steve Wyles have been trying to manage things between them where they can and do not really have sufficient members to co-ordinate in any case. Despite a plea for more volunteers in the Herald, no one has come forward and some of the existing members are finding it very difficult due to personal circumstances, so Speedwatch sessions cannot be carried

out with any regularity.

There has been one session since May, on 29<sup>th</sup> June, during evening rush hour. 15 speeding vehicles were recorded, with 42mph being the highest speed. No letters of advice were issued as this was the first time each of the vehicles had been observed by Speedwatch.

## 9.5

### **Hunton Parish Plan/Neighbourhood Plan**

Cllr Trought reported that the Neighbourhood Plan was on hold, but she had attended a Neighbourhood Planning Workshop which was very useful and she had made contact with the man running the session. Even though Hunton is unlikely to be blighted by development, it could be useful to have a Neighbourhood Plan from an economic development/business point of view.

## 9.6

### **Communication & Events**

Cllr Ward reported that a Pop-up shop, combined with Parish Council surgery, will be held on 22<sup>nd</sup> July. Other events taking place are:

- The Friends of St Mary's Train Day on 30th July
- Musicals on the Green on 27th August
- Walk and Lunch on 2nd September
- Beer Festival on 23rd September
- East Street v West Street Cricket Day on 24th September
- Runaways Reformed Gig on 30th September

The Hunton Fete took place on 17<sup>th</sup> June. Cllr Trought reported that the photographer from the KM newspaper stayed for over two hours and there was a half-page article in the KM. Cllr Trought has written a piece for the Hunton Herald. Everyone really enjoyed the Applause act at the Fete.

Cllr Heaton thanked Cllr Trought for all her hard work on the Fete, which raised £800 after deductions. The money raised will pay for next year's Fete.

## 9.7

### **Planning Issues and Consultations**

Cllr Stanbridge had nothing to report.

## 9.8

### **Utilities**

Cllr Stanbridge had nothing to report.

## 10.

### **OTHER PARISH MATTERS**

#### 10.1

### **Flooding**

Cllr Heaton had attended a meeting organised by the National Flood Forum at Collier Street school, attended by various organisations. Questions on natural flood control were considered, why the Teise storage area is not being pursued, as well as consideration of what the Internal Drainage Board might do regarding hedge clearing. Another meeting is being held on 2<sup>nd</sup> August to provide an update. If there is a lot of rain in winter, flooding will occur as it has previously. The flood barrier at the Leigh is being raised by one metre. All addresses on the flood resilience scheme have been contacted, although only a third have responded.

#### 10.2

### **Traffic and Road Safety Issues**

Cllr Stanbridge stated that a joined-up plan is needed as traffic and road safety is one of the biggest issues facing Hunton with many areas to consider, including parking and HGVs. A separate working party meeting needs to be held regularly outside of the Parish Council, to include others not on the Parish Council. There will be a huge increase in traffic, following new housing developments in Yalding and Marden, as well as the development of the Wares Farm site. Cllr Goddard suggested that help may be available from County Cllr Stockell in terms of grants. Cllrs Ward and Goddard **Agreed** to determine who is interested in joining the working party and make a provisional date in the first half of September to meet and set terms of reference.

ACTION: CLLR WARD/CLLR GODDARD

**10.3 Hunton Hill Water Main Replacement**  
Cllr Stanbridge advised that South East Water has shortened the project at Heath Road. The Hunton Hill water main replacement is a 16-week programme (including a two-week embargo over Christmas) to replace 150m of water main. Cllr Stanbridge will ask South East Water for a programme of the work as it should not take 14 weeks for the replacement. He had asked that the work be rescheduled for August, due to the school, but this has not happened even though there was no satisfactory reason why the work could not have been swapped with Heath Road. There are concerns about the rerouting of traffic. Cllr Ward noted that the work is being done at the busiest time of the year for Amsbury Farm and there is no satisfactory alternative route for HGVs. Borough Cllr Mortimer had asked if traffic lights could be put in place, but South East Water has said not. Cllr Stanbridge will contact SE Water again and push for the work to be rescheduled.

ACTION: CLLR STANBRIDGE

**10.4 Hunton Emergency Plan**  
Members **Agreed** to include the Hunton Emergency Plan on the agenda for the next Planning Meeting.

ACTION: CLERK

**10.5 Plunkett Foundation Call to Action**  
The Plunkett Foundation is a charity which helps communities (mainly in rural areas) set up and run community co-operatives, with the Call to Action setting out a number of ways parish councils can get involved. Cllr Heaton pointed out that the document mentions registering village assets and Neighbourhood Plans. Cllr Trought questioned whether the Village Club could be listed as a community asset. Community assets can be listed as part of the Neighbourhood Plan process. If assets are registered as community assets, community groups have the right of first refusal. Various pieces of agricultural land could also be listed. Members **Agreed** that consideration should be given to assets in Hunton which could be listed as community assets for discussion at the next Parish Council meeting in September.

ACTION: ALL CLLRS

**10.6 Clerk's Report**  
The Clerk advised that she was on holiday from 14<sup>th</sup> to 27<sup>th</sup> August.

## 11. CONSULTATION

**11.1 MBC Low Emissions Strategy Consultation**  
Cllr Thomas noted that the consultation concentrates on changes to buses, there is nothing about private diesel cars. Cllr Stanbridge Agreed to draft a response to the consultation.

ACTION: CLLR STANBRIDGE

## 12. FINANCE

**12.1 Budget Monitoring Report**  
The Budget Monitoring Report to 30<sup>th</sup> June 2017 was **Noted**.

**12.2 Income Received**  
Members **Noted** that no income had been received since the last meeting:  
Cllr Trought 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 – May	£431.61
300192 - Lesley Lee – Food for Annual Parish Meeting	£46.81
SO – Sharon Goodwin – Salary & office allowance – June	£431.61
Unity Trust Bank – Service charge	£18.00

**12.4 Cheques for Signature**  
Members **Agreed** that the following payments be approved and the cheques were signed by

Cllrs Trought and Stanbridge:

300193 – KALC – Neighbourhood Planning Workshop	£72.00
300194 – E.ON – Street lighting electricity	£10.38
300195 – Helen Ward – Annual Parish Meeting posters	£40.00
300196 – Lionel Robbins – 2016/17 Internal Audit	£75.00
300197 – SLCC – Annual membership subscription	£93.00
300198 – CPRE – Annual membership subscription	£36.00
300199 – Mike Summersgill – Tree Warden training expenses	£31.05

#### **12.5 Internal Audit Report**

The Internal Auditor carried out the audit on 2<sup>nd</sup> May 2017. Members **Noted** the report of the Internal Auditor.

#### **12.6 Village Hall Insurance**

A request has been received from the Village Hall Committee to contribute towards the Village Hall insurance premium. In previous years the Council has paid an 80% contribution. The premium this year is £1,552.64 (2016: £1,455.80), so an 80% contribution calculates as £1,242.11 (2016: £1,164.64).

Members **Agreed** to contribute £1,242.11 and cheque 300200 was signed by Cllrs Trought and Stanbridge.

#### **12.7 Cricket Pavilion**

A National Non-Domestic Rate demand for the cricket pavilion has been received from MBC for £1,047.86. Following contact with MBC, the Clerk has been assured that the pavilion will be eligible for 100% Small Business Rate Relief, resulting in no charge.

#### **12.8 Maintenance Contract**

Q-Tec Solutions Ltd, which installed the CCTV and intruder alarm systems, has enquired about setting up service contracts for the site, as they have received reset requests which they have honoured for no fee, without a service contract being in place. An intruder alarm annual maintenance contract would cost £90 plus VAT per annum and a CCTV annual maintenance contract would cost £240 plus VAT per annum. Both include an annual service visit.

Members **Agreed** that a maintenance contract should be taken out for the CCTV. The Village Hall Committee will discuss the intruder alarm contract at the next meeting. ACTION: CLERK

#### **12.9 Review of Clerk's Salary**

The National Joint Council for Local Government Services (NJC) agreed new pay scales for 2017-2018, to be implemented from 1<sup>st</sup> April 2017. Applying the rates from 1<sup>st</sup> April results in back pay of £11.79 owed to the Clerk for April to June.

Members **Approved** the increase in the Clerk's salary in line with the NJC pay scales 2017-18 and the back pay of £11.79 for April to June 2017. Cllrs Trought and Stanbridge signed cheque 300201 for £11.79 and a standing order mandate to increase the Clerk's monthly salary payment.

### **13. PLANNING**

#### **13.1 Planning Decisions**

Members noted the following planning decisions:

##### **13.1.1 Forsters Cottage, Water Lane – 17/501544/FULL**

Replacement of existing garage doors with two new windows together with minor internal alterations.

Parish Council recommendation: No objection

Maidstone Borough Council decision: Permitted

- 13.1.2 Forsters Cottage, Water Lane** – 17/501545/LBC  
Listed Building Consent for replacement of existing garage doors with two new windows together with minor internal alterations.  
Parish Council recommendation: No objection  
Maidstone Borough Council decision: Permitted
- 13.1.3 1 Bishops House, Bishops Lane** – 17/501921/FULL  
Erection of an oak framed garden room to rear elevation.  
Parish Council recommendation: No objection  
Maidstone Borough Council decision: Refused
- 13.1.4 1 Bishops House, Bishops Lane** – 17/501922/LBC  
Listed Building Consent for the erection of an oak framed garden room to rear elevation.  
Parish Council recommendation: No objection  
Maidstone Borough Council decision: Refused
- 13.1.5 Petty Hoo, Bishops Lane** – 17/501881/FULL  
Demolition of existing outbuilding and construction of a garage with two parking bays, workshop and garden store.  
Parish Council recommendation: No objection  
Maidstone Borough Council decision: Permitted
- 13.1.6 Petty Hoo, Bishops Lane** – 17/501882/LBC  
Listed Building Consent for the demolition of existing outbuilding and construction of a garage with two parking bays, workshop and garden store.  
Parish Council recommendation: No objection  
Maidstone Borough Council decision: Permitted
- 13.1.7 Hunton C of E Primary School, Bishops Lane** – 14/504109/ADV  
Advertisement consent for the installation of 2 no. non-illuminated metal pole mounted signs (Retrospective Application).  
Parish Council recommendation: Approve  
Maidstone Borough Council decision: Permitted
- 13.1.8 Riverside Cottage, Vicarage Road, Yalding** – 16/505750/FULL  
Partial conversion of garage to form ancillary accommodation.  
Parish Council recommendation: Refuse  
Maidstone Borough Council decision: Permitted
- 13.2 Land South of Redwall Lane** – 16/508659/FULL  
*(Item taken before Item 5)*  
The planning application was approved by MBC Planning Committee on 6<sup>th</sup> July (although the decision does not appear on the MBC planning portal yet).  
Borough Cllr Mortimer assumed that the planning application would be refused on highways grounds and would therefore go to MBC Planning Referrals Committee, but the outcome can now only be changed through judicial review. The officers felt that business arguments came before countryside arguments. The Chairman of the meeting did not allow proper discussion. Linton Parish Council had suggested a pre-meeting for councillors, but the Chairman had not allowed it.  
County Cllr Stockell advised that she had submitted a formal complaint about the Chairman. Cllr Thomas stated that transport is a very important issue for this planning application, on which the Chairman did not allow adequate discussion. The KCC Highways representative gave conditional approval to the application if three conditions involving changes to the highways are met. The other issue is jobs, but if Berry Gardens has 30% market share now, they will not double their output, as suggested, and therefore not double the amount of jobs.  
Cllr Thomas felt that the Planning Officer's report was very one-sided, with lots of discussion

about what would happen inside the building, which is irrelevant. The officers stated at Committee that if MBC Planning Committee did not approve the application and there was an appeal, they would be unable to support it. Although the result of the application decision cannot be changed now, Cllr Thomas considered that the planning procedure should be formally changed to ensure that (on significant planning applications) the Planning Officer meets with parish councillors, as well as the applicant, for a pre-application meeting. In addition, the officer's report lists all objectors to the planning application, but does not comment on the objections themselves. The procedure should be changed to include this.

Cllr Mortimer advised that an independent body is to report on the MBC Planning Department, but the report is not available to councillors yet. There may be suggested changes to procedures in this report, which should be made public at some stage. Hunton and Linton parish councils should write to MBC.

Cllr Thomas agreed to write to the Chief Executive and Leader of MBC recommending changes in planning procedure.

ACTION: CLLR THOMAS

Cllr Ward asked if KCC Highways' stance is that the alterations to Linton crossroads have been done before work can begin on site. Cllr Mortimer advised that there would be a s278 agreement. When the planning application was approved the land was given by the applicant and he would hope that KCC would start considering work on the crossroads within the next couple of months. Cllr Thomas stated that the three highways improvements required by KCC Highways should take place before work begins and Borough Cllr Fermor agreed that as they are conditions for approval, they should be done before the building works.

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

The next full Council Meeting is on **Monday 18<sup>th</sup> September 2017** at Hunton Village Hall.

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

