

HUNTON PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 18TH SEPTEMBER 2017 AT 7:30PM AT HUNTON VILLAGE HALL

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

IN ATTENDANCE: Borough Cllr Brian Mortimer was in attendance from Item 8. Five members of the public were in attendance. One left after Item 5, one left after Item 11.3 and one left after Item 11.8.

OPEN SESSION:

Clive Baxter, of Amsbury Farm, asked to speak about Item 5 on the agenda, concerning the replacement of the water main on Hunton Hill. The work is going to be very disruptive as lorries will still need to get in and out of Amsbury Farm. Mr Baxter offered an easement from just below North Park Farm to the corner of his farm. Jeremy Dufour, the Project Manager from South East Water, advised that he would consider it and speak to the environmental team. Cllr Stanbridge asked how it would impact on the timing of the work if Mr Baxter's offer was taken up. Mr Dufour advised that drier weather would be required, so it is likely that the road section would be completed in March and the field section around April time.

Mr Baxter suggested that the work could start a lot higher up and go much further down if the owner of North Park Farm was approached, but Mr Dufour stated that the road would still need to be closed to do the top section.

A parishioner remarked that rendering Hunton Hill unusable would make both Barn Hill and Yalding very problematic. Mr Baxter agreed, it would also make other roads problematic, as nothing would be very suitable for HGVs.

Mr Dufour agreed to explain the scheme this evening and then go away and discuss the proposed changes suggested by Mr Baxter. If the alternative solution was selected, the time taken for the project could be less than expected as digging through soft earth rather than road would reduce the time taken by a few weeks, with minimal road closure.

Cllr Stanbridge suggested the road closure could be timed for the Easter holidays and Mr Dufour agreed this could be a possibility. There is a chance the pipes may burst over winter, so it is preferable to do the work as soon as possible, but could be worth putting it off to avoid the disruption.

1. APOLOGIES

Apologies were received and accepted from Cllr D Heaton.

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 17TH JULY 2017

The minutes of the meeting held on 17th July 2017 had been previously distributed. The Chairman signed off the official copy of the minutes.

5. JEREMY DUFOUR, PROJECT MANAGER, SOUTH EAST WATER

Mr Dufour was welcomed to the meeting to provide details of the water main replacement on Hunton Hill.

South East Water will be laying 910m of new water main to replace the existing one, which has suffered from 14 bursts on it since 2010 and is coming to the end of its life. The section to be replaced on Hunton Hill is from the junction with Amsbury Road to the junction with East Street. The method of replacement will be pipe bursting, at a cost of £150,000 to South East Water.

The road will need to be closed, due to the width of the road, but if the option of using Mr Baxter's field is viable this will reduce the amount of disruption. The junction with East Street will need traffic lights. The road closure will allow access to homes and work places at all times. The scheme has been discussed with Fruition, Hunton Primary School and Yalding Primary School and will be discussed with KCC Highways and the bus company to determine the most preferable time for the road to be closed. Cllr Lee asked what the proposed diversion route will be. Mr Dufour provided a map to show the diversion as being along the B2163 and B2010. The road will be shut in sections, as work will be carried out on 150m segments at a time. Cllr Thomas remarked that the diversion down Vicarage Road could present an issue as it is effectively a single-track road much of the time due to residents parking on one side of the road. Cllr Lee added that a HGV would not be able to travel down along there unless the parked cars were cleared. Cllr Goddard queried whether a parking restriction could be placed outside Yalding Primary School, but Mr Dufour believed an official ban would not be possible as there are no double yellow lines on the road. Cllr Ward commented that the B1263 would also be problematic. Mr Dufour agreed to speak to KCC Highways about the diversion route as they dictate the route and South East Water manages it. If the field option is viable, the work could take as little as five weeks. Mr Baxter noted that there would be less HGVs at the end of April. Cllr Trought enquired about the contributing factors to the mains bursting as there had been 14 bursts since 2010. Mr Dufour answered: pressure on an older water main; poor ground conditions, the main not being as deep as it should be; and heavy vehicle movements. The existing main is made of cast iron, which is to be replaced by a flexible main which is pulled through the old main and cracks it open. There will be very little disruption to the water supply to residents, perhaps three hours, but efforts will be made to optimise the timing of it. Mr Dufour agreed to review the options and return to the next Parish Council meeting on 20th November. Members thanked Mr Dufour for attending the meeting.

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

Item 11.1 – A response was submitted to the MBC Low Emissions Strategy consultation.

7. POLICE & COMMUNITY WARDEN

7.1 Police

Under a new policing model, the number of PCSOs has been reduced. PCSO Alan Hunter is now the single point of contact for the Parish Council, but PCSOs will no longer attend meetings. The following crime report has been provided:

18/07/17 – Theft— East Street

05/08/17 – Attempted burglary – Lughorse Lane

19/08/17 – Burglary – East Street

Cllr Thomas asked that a mobile phone number is obtained for PCSO Alan Hunter.

ACTION: CLERK

7.2 Community Warden

Adam McKinley was unable to attend the meeting, but had provided the following report:

I am working with Kent Police on local issues. The PCSO was introduced to Hunton Primary School and spoke with the school about speed of traffic and parking.

I will be in contact with Helen Ward and make sure I come to any future parish surgeries and Lunch groups as and when I can.

If there are any issues please contact me by email or phone.

7.3 Huntonwatch

Steve Wyles has provided the following report on Huntonwatch:

It has been a difficult period for Huntonwatch as the computer system that the police use to keep local watches informed has been out of operation, meaning that we have received little or no details of local crimes, scams etc and we in turn have not been able to keep our Members informed. We believe that a new system is now in place and we are beginning to see information flow again. We are aware of two crimes in Hunton recently:

Firstly, some of the BBQ equipment used by the Friends of St Mary's was stolen after it had been used at the 'Musicals on the Green' event.

Secondly, a garage at the Grove Lane end of the village was broken into and a number of items have been stolen. Cllr Goddard informed Members that nothing was taken from the garage.

8. LOCAL COMMUNITY

8.1 King George V Playing Field

Simon Taylor, Chairman of the King George V Playing Committee, was unable to attend the meeting. The Clerk provided a report on the last meeting held on 13th September:

The rabbits and moles will be controlled by Mr and Mrs Nabbs.

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

A grant funding application has been submitted to KCPFA in the Parish Council's name and an application for an Awards for All grant is nearly complete, both for a new nest swing and resurfacing under the multiplay equipment.

There is £7,174 remaining in funds.

Robert Cox has completed several jobs, including: removal of branches overhanging the Bowls Club; clearance of mud from the culvert; trimming the hedge along the Hunton Engineering driveway; and strimming the perimeter of the recreation ground.

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

Work the Committee intends to do includes: painting the play equipment; replacing the fencing between the car park and play area; back-filling the holes in the car park; installing fencing on the West Street side; and bracing the posts holding the safety netting near the Bowls Club.

8.2 Hunton Village Hall Committee

Cllr Trought, Chair of the Hunton Village Hall Committee, did not have anything to report.

8.3 Hunton Primary School

Cllr Through had attended a meeting with the Head Teacher, Stewart Murdoch. The discussion covered parking and re-establishing dialogue between the school and the community which Mr Stewart is very open to. The parking issue is difficult as many people at the school travel from some distance away. A further meeting will be held to discuss the parking issue as well as other issues, such as the school being involved in the Christmas Fair. Walk to School Week will take place in May 2018, so the school will be encouraged to use the permissive footpath from the Village Hall. The footpath will also be in a better condition at that time of year.

Cllr Thomas noted that the parking outside the school has been an issue for over 20 years. Cllr Trought agreed that the situation is worse now as the school has a larger roll, thereby increasing the number of cars. Cllr Ward suggested the possibility of staggering pick up times to ease parking, which Cllr Trought agreed to discuss at her next meeting with Mr Murdoch.

8.4 Tree & Pond Warden

The Tree & Pond Warden, Mike Summersgill, was unable to attend the meeting, but had provided the following report:

Nothing to report on Ponds.

A couple of enquiries have been received from parishioners about dying Oak and Ash trees fronting/shedding along Lughorse Lane, and who is responsible for them. I have established they would probably be Highways responsibility and parishioners can report the problem via the KCC Highways website.

I am dealing with an enquiry about uncultivated Cobnuts and the condition of a 'platt' up on Hunton Hill, gathering information from the Kent Cobnut Association about historical use, but

have noticed that it may be over our Parish boundary (although the enquirer is in the Parish). I have attended a meeting of Tree Wardens (in West Malling), and heard about The Ash Project, about which we shall probably hear a lot more in 2018 - a two-year Heritage Lottery & Arts Council funded project to publicise the tree's place and legacy in Kent/society, and help with Ash Die-back (Chalara), which is devastating trees all over the UK now after sweeping through Kent in 2014/15.

Tantons Tree Surgeons have been instructed to carry out the remedial work on the Turkey Oak tree on the recreation ground as agreed by the Parish Council. It is scheduled for Thursday 28th September.

8.5 Hunton Village Club

Cllr Trought reported that the Committee is still struggling to find a Chairman since Phil Nichols announced he wished to stand down. The Committee is trying to share the Chairman's work, but constitutionally the Village Club must have a Chairman. There is a commercial component to the Club and the Chairman's role is very hands on.

The Beer Festival is being held on 23rd September, which will incorporate a Pop-up Shop, Women's Institute, beer and music to fund raise for the Club.

The improvements to the rear room used for community events will continue. The community events and darts are keeping the Club going.

9. TRAFFIC AND ROAD SAFETY WORKING PARTY

9.1 Update

Cllr Ward reported that the first meeting of the Traffic and Road Safety Working Party (TRSWP) was held on 7th September. Four main areas of concern were identified:

- HGVs
- Speeding
- Parking
- Increase in accidents generally

Actions so far are focussed on information gathering to identify the 'hot spots' in the village and determine how improvements can be made, establish whether transport companies are allowing HGVs to travel into the village and clarification of how weight restrictions actually work. The Parish Council should also be consulted by KCC Highways on diversions for planned road closures. Cllr Goddard was doubtful that any companies had exemption permits.

Cllr Trought is going to speak with the school about the parking problems.

Fruition will be contacted to discuss improvement of signage for lorries from the top of Hunton Hill as agency drivers do not know where they are going. Mr Baxter confirmed that he has spoken to Fruition about signage and suggested the TRSWP speak to Tim Abrahams at Fruition to determine how transport companies are instructed to get to Fruition.

Cllr Goddard has enquired with KCC Highways about installing signs at the top and bottom of Hunton Hill. KCC will not produce the signs, they would have to be produced privately and located on private land. Clive Baxter stated that 80% of the Wares Farm traffic will be foreign and although there are foreign language signs at the bottom of Linton Hill, more could be installed.

Cllr Ward reported that the TRSWP is also investigating how to obtain contributions from s106 agreements for road safety issues. Cllr Thomas advised that a Monitoring Committee is being set up for the Wares Farm development which is involved in s106 and s278 agreements. The Parish Council has been offered a place on the Committee and Cllr Thomas will attend the first meeting in October. Borough Cllr Mortimer advised that the first turf is being cut on 28th September, but he had told David Hicken of DHA Planning that the agreements need to be in place before work can commence. The Parish Council has also written to KCC Highways to ask that all the planning conditions relating to changes to the highways are done before work commences. Cllr Mortimer advised that MBC can only insist on the changes to Linton crossroads being done as it comes under a s278 agreement.

Cllr Trought reported that she and Cllr Ward had attended MBC Planning training the previous week.

9.2 Terms of Reference

The Terms of Reference for the TRSWP had been circulated to Members previously. A change had been made to section 2.2 to state that at least one member of the TRSWP must be a member of the public for a meeting to be quorate. Members **Agreed** the Terms of Reference.

10. COUNTY & BOROUGH COUNCILLORS

10.1 County Councillor

County Cllr Stockell was unable to attend the meeting.

10.2 Borough Councillors

Borough Cllr Mortimer gave apologies for Borough Cllrs Fermor and Webb.

Cllr Mortimer reported that a 2'x2' stone is to be erected in Hunton, in commemoration of Victoria Cross winner Arthur Borton, who was born at Cheveney. It will be placed at the school near the new classroom. A stone mason from East Farleigh has also offered to re-engrave his gravestone in Hunton churchyard free of charge.

A plaque will also be provided to identify the location of Hunton Airfield, used in WW2. Cllr Thomas has spoken to Geraldine Brown and Angela Gent from Yalding Parish Council about it as the airfield is actually in Yalding. A resident who owns a barn containing military vehicles in the area is happy for the plaque to be located there.

Cllr Mortimer has emailed two people in Picardy regarding a visit and is waiting to hear back. Picardy has a new mayor.

A MBC Full Council meeting will take place on 27th September, which includes the adoption of the Local Plan on the agenda. Helen Whately MP has asked for it to be called in. If the Plan is not adopted, the government could insist that MBC uses new rules to calculate the housing numbers, which could increase from 18,600 to 22,500. Cllr Thomas noted that Junction 8 of the M20 is the key issue, the matter on which Helen Whately has written at length.

A parishioner asked about the infrastructure, with so many houses being built. Cllr Mortimer advised that when a housing estate is built, improvements to the infrastructure must come from the developer, but the houses have to be sold first. The government does not have the money for infrastructure. Only s278 agreements require the work to be done prior to building work commencing.

11. PARISH COUNCILLORS

11.1 Liaison with External Bodies

Cllr Thomas had nothing to report other than that he still meets regularly with the Chairmen of other parish councils to discuss planning issues.

11.2 Footpaths and Ditches

Clive Baxter informed Members that, on the footpath on Hunton Hill, the last step at the bottom has not been repaired by KCC and a metal angle iron is protruding even worse than previously. Nothing is going to happen as both KCC PROW and KCC Highways have said it is the other's responsibility, so Mr Baxter has painted it yellow. Cllr Thomas would like to see a barrier there, but PROW have said they cannot do anything.

11.3 Highways

Cllr Goddard reported that approval has been given for the 7.5T weight restriction sign to be moved to the exit of Amsbury Farm. Susan Laporte of KCC Highways is to provide a price for the move, likely to be around £300.

A request has been made using the KCC portal for 'unsuitable for HGV' signs, to be situated outside Amsbury Farm and the other end of East Street, near Green Lane.

Cllr Goddard is waiting for a price from KCC Highways to install kerbing (rather than a dished channel) outside the school.

11.4 Speedwatch

Cllr Ward reported that there had been no Speedwatch activity.

11.5 Hunton Parish Plan/Neighbourhood Plan

Cllr Trought did not have anything to report.

11.6 Communication & Events

Cllr Ward reported that the Pop-up shop, combined with Parish Council surgery, had resulted in the recruitment of a couple of people for the Traffic and Road Safety Working Party. Members agreed that a set number of Parish Council surgeries should take place during the year, perhaps four, attached to other events.

Other events which have taken place are:

- Train Day at the end of July
- Musicals on the Green at the end of August
- Walk and Lunch at the beginning of September

Forthcoming events are:

- Beer Festival (23rd September)
- East v West Street Cricket Match (24th September)
- The Runaways (30th September)
- Harvest Supper (1st October)
- WI Open Talk - "Our Man in Hamburg" (17th October)
- Walk and Lunch (21st October)
- Lunches (six Thursdays starting 26th October)
- Quiz Night at the Club (28th October)

Cllr Trought advised that there is a Latin Evening at the Village Hall in November and the Christmas Fair will go ahead in December as members of the Fete Committee have made themselves available.

11.7 Planning Issues and Consultations

Cllr Thomas reported that the planning application for five houses on George Street has been refused by MBC. The Parish Council has written in to the Planning Inspector on the appeal, stating that the Parish Council does not want the site used for employment purposes, but also that fewer houses should be built and further away from Hunton Place.

There appear to be more caravans on The Chances site than planning permission allows. MBC Planning Enforcement is understaffed so is unlikely to enforce.

11.8 Utilities

Cllr Stanbridge has made an offer to South East Water to use the Hunton Facebook page to detail arrangements for the Hunton Hill water main replacement and has also offered to help communicate with KCC Highways.

12. OTHER PARISH MATTERS

12.1 Flooding

Cllr Thomas and Cllr Heaton had attended a meeting, together with Collier Street and Yalding, to discuss which roads flood in the parishes. KCC want to transfer responsibility for putting road signs out when flooding occurs to the parish councils and will provide legal powers to allow them to do so. KCC will provide a container to the parish, containing signs, torches, sand bags, gloves and shovels. A decision will need to be made as to where to locate it, probably near the Village Hall. The container will be locked, using a key pad for access. A decision will need to be made as to who has the code as Hunton does not have any flood wardens. Members considered the need for a 4-wheel drive, the positioning of signs and who would make the call to put the signs out. Cllr Thomas acknowledged that there are lots of issues associated with the transfer of this power to the parish. Susan Laporte of KCC Highways, will be doing a tour of the village on 28th September, all Members are welcome to attend.

Cllr Thomas and Cllr Heaton attend the Joint Parishes Flood Group. Still nothing is being done

about flooding, despite all the different bodies involved in talking about it. The only action has been the Environment Agency writing to those who could be flooded. There has been some talk of a Teise flood barrier. It is concerning that so little is being done.

The National Farmers Union has said they want more organic material in the soil to stop run-off, but it is unsure how are they communicating with farmers.

12.2 **Plunkett Foundation Call to Action**

Members considered village assets which could be registered as community assets, which gives the community a six month period to put in an offer if the asset comes up for sale. Assets considered were the Village Club, the field above the playing field and the field near Bensted Close.

12.3 **Clerk's Report**

The Clerk advised that she had found some information on the Bensted Close street light to assist in its repair.

13. **CONSULTATIONS**

13.1 **KCC Local Flood Risk Management Strategy Consultation**

Kent County Council is seeking views on its draft Local Flood Risk Management Strategy which sets out how local flood risks will be managed in the county by the authorities involved. Members **Agreed** that a response would not be submitted.

13.2 **South East Water Draft Drought Plan 2017 Consultation**

South East Water has published its draft drought plan for the period 2018 to 2023 which sets out the steps it would take during periods of low rainfall to ensure it can deliver a reliable water supply for the essential needs of drinking, washing, cooking and cleaning. The Plan details what actions would be taken to conserve water and secure customers' supplies, while balancing the needs of the environment. This plan is a statutory requirement and is revised every five years. Cllr Stanbridge **Agreed** to submit a response. **ACTION: CLLR STANBRIDGE**

13.3 **Kent Police & Crime Commissioner's Annual Policing Survey**

The Kent Police & Crime Commissioner is seeking views on what Kent Police's priorities should be.

Members **Agreed** to submit the response drafted by Cllr Stanbridge, but could also submit individual responses if they wished. **ACTION: CLERK**

13.4 **MBC Council Tax Reduction Scheme & Introduction of Universal Credit Consultation**

Universal Credit is being introduced in Maidstone from August 2018. In advance of the introduction of Universal Credit there are several options MBC is considering in relation to the administration of the Council Tax Reduction Scheme.

Members **Agreed** that the response drafted by the Clerk should be submitted.

ACTION: CLERK

14. **FINANCE**

14.1 **Budget Monitoring Report**

The Budget Monitoring Report to 31st August 2017 was **Noted**.

Members **Agreed** that KCC or an alternative contractor should be contacted about the faulty street light on Bensted Close. **ACTION: CLERK**

14.2 **Income Received**

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

MBC – Parish Services Scheme grant (first half)	£917.50
Mr & Mrs Luck – Income held on behalf of St Mary's Church	£32.50
Hunton Village Hall Committee – FIT receipts	£534.78

Cllr Stanbridge reviewed and signed the bank reconciliation.

14.3 **Payments Made**

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

DD – ICO – Data Protection registration fee	£35.00
SO – Sharon Goodwin – Salary & office allowance – July	£435.54
SO – Sharon Goodwin – Salary & office allowance – August	£435.54

14.4 **Cheques for Signature**

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

300211 – PKF Littlejohn LLP – Limited assurance review of Annual Return	£240.00
300212 – Hunton Parish Hall Committee – Contribution towards running costs	£500.00
300213 – Q-Tec Solutions Ltd – Annual CCTV maintenance contract	£288.00
300214 – NALC – LCR annual subscription	£17.00
300215 – St Mary’s Church – Reimbursement of money held on St Mary’s behalf	£32.50
300216 – Sharon Goodwin – Travel expenses/Postage/Stationery	£171.93

14.5 **Annual Return & Audit 2016/17**

Members **Noted** that, following the audit of the 2016/17 Annual Return, PKF Littlejohn LLP has given Hunton Parish Council a ‘clean’ certificate. The statutory ‘Notice of conclusion of the audit and right to inspect the Annual Return’ and audited Annual Return will be displayed on the notice boards and parish website.

14.6 **CCTV Maintenance Agreement**

Q-Tec Solutions Ltd has provided a standard cover CCTV maintenance agreement to be signed, following which the annual maintenance work will be scheduled. Cllr Thomas signed the agreement for the Clerk to return. **ACTION: CLERK**

14.7 **Annual Review of Insurance**

The Parish Council’s existing insurance broker, Came & Company, has provided quotations from three insurers, for insurance cover from 1st October 2017 to 30th September 2018: Ecclesiastical - £926.55; Inspire - £972.88; and Hiscox - £1,021.52. Zurich has provided a quotation of £976.17. The cost last year was £877.34.

Members **Agreed** that the insurance should be taken out with Ecclesiastical at a cost of £926.55. Cheque 300217 was signed by Cllrs Thomas and Goddard. **ACTION: CLERK**

Cllr Lee noted that Ecclesiastical does not provide Crisis Management Cover, which some of the other insurers do, and queried what it would cover. The Clerk **Agreed** to find out.

ACTION: CLERK

15. **PLANNING**

15.1 **Planning Decisions**

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

16. **DATE OF NEXT MEETING**

The next full Council Meeting is on **Monday 20th November 2017** at Hunton Village Hall.

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