

HUNTON PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 26TH MARCH 2018 AT 7:30PM AT HUNTON VILLAGE HALL

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

IN ATTENDANCE: 22 members of the public were in attendance - 18 until Item 1, one until Item 11 and three for the whole meeting. Borough Councillors B Mortimer and R Webb were in attendance until Item 10.

OPEN SESSION:

Cllr Thomas welcomed Jeremy Dufour and Stephanie Ellis of South East Water to the meeting and asked Mr Dufour to provide details of the water main replacement on Hunton Hill as most people had attended the meeting to find out about it.

Mr Dufour explained that the pipe has burst 14 times over the last 10 years and needs to be replaced. 900m of water main is to be replaced between the Amsbury Road junction and Lughorse Lane junction using the pipe bursting technique. The work will commence on 18th June and last for 11 weeks, with the contractor working five days a week, although every effort will be made to reduce the time where possible. An extra 70m of pipe will be laid where traffic lights will be used and Lughorse Lane will be closed, this will take two weeks. Access to homes, businesses, etc will be maintained. The diversion, while Hunton Hill is closed, will be Heath Road, Smiths Hill, Vicarage Road, West Street, ie taking the main road to Yalding and accessing Hunton from the south. Traffic lights cannot be used on Hunton Hill for health and safety reasons. South East Water will hold a drop-in session for residents in 4-6 weeks' time.

Members of the public and parish councillors asked a number of questions:

Where will the work start? From the East Street junction upwards.

Why can't the work be 24 hours a day, 7 days a week? It is not possible to work 24/7 but Clancy Docwra (the contractor) will be asked if the number of hours worked per day can be increased.

Where will the HGVs travel? They will have to use the diversion route. Kent Highways dictate the diversion and have issued the permit.

How will Kent Highways change the traffic orders to ensure HGVs can use the roads? They will not change the traffic orders.

Barn Hill and Lughorse Lane should not be used as a diversion. Lughorse Lane will be closed for two weeks for the extra 70m.

If you are working on sections at a time, why can't traffic lights be used? For health and safety reasons. Large pieces of machinery will be used.

If small holes are being dug, why is it necessary to close the whole road? For health and safety reasons if a certain width of road is being worked on.

Couldn't concrete barriers be used? The same measures would still need to be in place even with concrete barriers.

What about the bus companies? They have worked out an alternative route.

Cannot see how HGVs can travel from the war memorial in Yalding to Amsbury Farm without huge tailbacks. A traffic management system could be put in place, so the traffic is one way.

Need to go back to Kent Highways. Could have a no parking zone from the war memorial to Cheveney Farm. The width of a bus and a lorry is the same – there will be a problem if two vehicles of that size meet. A development is also underway on Vicarage Road so there are contractors' vehicles moving to and from the site. The pipe needs to be replaced. We are doing our best to mitigate the circumstances.

What are the grounds for not allowing the water pipe through Amsbury Farm land? Several reasons. The height of the road compared to the field would mean a section of hedge would need

to be cut. There are also overhead power lines, badgers, dormice. The Environmental Team at South East Water has looked into it.

Power lines are not an issue on the road. You have to be more than 30m away from a badger sett but could still put the pipe on the land. It is not possible to mole through the rock.

A trench has been dug on the land and there is no rock downwards from North Park Farm and no badgers. We have looked at it but would only be able to lay 200m of pipe using private land. How deep will you need to go down? 900mm. The width of the pipe is 90mm.

When the pipe is being burst will we have no water? We will put an over rider in.

When the new pipe has been installed, how long will it last? 100 years.

Will the new pipework on Hunton Hill increase the water pressure on East Street? No. East Street pipes will be renewed in 2019/20.

It was agreed that a meeting would be held between South East Water, SE Water Environmental, Clancy Docwra, Kent Highways, Hunton Parish Council, Clive Baxter (Amsbury Farm) and other interested residents to discuss options further.

Cllr Thomas suggested that the Wares Farm planning application to be considered at Item 15.1.1 could be discussed in the Open Session for the interest of members of the public.

Cllr Thomas explained that the application sought to increase the number of HGVs travelling to and from the site at night from 8 to 32 and increase the acceptable noise levels. Even 8 vehicles is unacceptable at night let alone four times as many. The applicant should not be allowed to increase the number of vehicle movements and noise level after they have been agreed by MBC once work has started on site.

Borough Cllr Mortimer advised that the agent is stating that the MBC Case Officer put the incorrect number of movements on the planning approval, so the application has been submitted to correct this. KCC will comment on the number of HGV movements, but MBC will comment on the noise levels. It will be several months before the application reaches Planning Committee.

Cllr Ward's understanding was that the applicant had produced a noise report but realised the noise levels could not be met.

Members agreed that a Wares Farm Monitoring Committee meeting needs to be take place as soon as possible, preferably with someone more neutral (such as Cllr Mortimer) as Chairman. Members agreed that the application should be rejected forcibly as it is a manipulation of the planning process. If a mistake has been made by MBC, the applicant should have noticed when the planning approval was given. Linton Parish Council is also planning to object.

1. APOLOGIES

Apologies were received and accepted from Cllr J Goddard.

Apologies had been received from Borough Councillor E Fermor and County Councillor P Stockell.

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 22ND JANUARY 2018

The minutes of the meeting held on 22nd January 2018 had been previously distributed. The Chairman signed off the official copy of the minutes.

5. JEREMY DUFOUR & STEPHANIE ELLIS, SOUTH EAST WATER

Covered in the Open Session.

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

Item 9.6 – A letter of thanks was sent to Sue and Steve Wyles.

Item 12.5 – The MBC Precept Requirement Form 2018/19 was sent to MBC.

7. POLICE & COMMUNITY WARDEN

7.1 Police

The following crime has been logged on the e-watch website since the last Parish Council meeting:

05/02/18 – Burglary of public or commercial property – East Street

7.2 Community Warden

Adam McKinley was unable to attend the meeting and had not provided a report.

7.3 Huntonwatch

Steve Wyles provided the following report on Huntonwatch:

We are sad to have to advise the Parish Council that there has been a burglary in the village since our last report.

One of our members was victim of a phone scam and had a large amount of money taken from their bank account.

We have had reports of fly tipping and a few cases of human faeces (complete with toilet paper) being found on verges and in fields.

We have lost one of our local coordinators, having moved away from Hunton and as of now do not have a replacement, so we are covering the Gennings area centrally.

Our most recent circular was to warn people about two youths flagging down cars in Yalding before trying to gain access and presumably steal bags or other valuable items.

Mr Wyles had asked why the list of 4x4 volunteers had been requested by the Parish Council.

Members confirmed it was for emergency planning purposes.

ACTION: CLERK

8. LOCAL COMMUNITY

8.1 King George V Playing Field

Simon Taylor, Chairman of the King George V Playing Committee, provided a report on the last meeting held on 14th March:

MBC has not highlighted any health and safety issues with the play area.

Tate Fencing has installed the new fence and pedestrian gate between the car park and play area.

Car parking and CCTV signage has been put on to the fencing.

The play equipment (multiplay and swings) was painted/refurbished on 25th March.

There is £3,752 remaining in funds. The Committee is to consider a project for the next year.

There has been a bad water leak at the old cricket pavilion due to several burst pipes. The supply was isolated, but a large water bill is likely. There is currently no water in the new pavilion.

South East Water is to be contacted as there is no chamber in the water meter on the field.

The Trustees Indemnity insurance has been renewed and the Annual Report has been submitted to the Charity Commission.

A contribution of £75 was given to the Bowls Club towards a new fence at the end of the green.

Margaret Carpenter is to resign from the Committee at the AGM in July.

The old cricket pavilion will be removed in the autumn. More detailed costings of the removal will be brought to a future Parish Council meeting.

The green container needs to be cleared, it is likely to cost £300-£350 for a skip.

Members **Agreed** to fund the cost of the skip.

8.2 Hunton Village Hall Committee

Mike Summersgill, Treasurer of the Hunton Village Hall Committee, provided a report on the

last Committee meeting, held on 20th February:

The Committee has achieved a surplus of £3,200 in the accounts, compared to £4,900 last year. The KCC grant for the boiler and insurance money for the boiler have been received, but not spent yet.

In the next year the floor will need sanding (cost of approx. £5,000) and the hallway and dado rails need painting, so there is likely to be a deficit next year.

The number of weddings has reduced from 15 last year to 7 this year, so income has reduced.

The annual check has been carried out on the plant, electrics and fire extinguishers.

Betts will be contacted about the pipe which discharges from the treatment plant to the ditch.

Hirer damage deposits have been retained three times in the last financial year, the first time they have had to be used. A deposit is also being held from a recent booking.

A new promoter is to use the hall for entertainments. A member of the band Squeeze will be at the Hall next month.

8.3 Hunton Primary School

Cllr Trought handed over the £100 donation from the Parish Council and was thanked by the school.

Cllr Trought is to attend a governors meeting to suggest staggered drop off and pick up times to alleviate the traffic issues. The suggestion was well received in an initial conversation with a parent governor and the head teacher.

8.4 Tree & Pond Warden

The Tree & Pond Warden, Mike Summersgill, provided the following report:

Three training courses have been attended.

The work on the Turkey Oak is still outstanding. The selected contractor has not been in contact despite numerous requests. Members **Agreed** that Mr Summersgill should ask the contractor who provided the second lowest quote to carry out the work.

8.5 Hunton Village Club

Cllr Trought reported that Gil Robertson is settling in as Chairman at the Club, with support from the Committee, and the Club is in a much more positive position now.

The Beer Festival will take place on 22nd/23rd September.

Roger Ward is putting the infrastructure of the kitchen in place. The white goods will be installed for the summer.

A family games night is to be arranged by someone from the school.

The Entertainments Committee is meeting on 19th April.

A St George's Eve walk and lunch will take place on the Sunday before St George's Day.

Two working parties have been set up to commence work at the Club in April.

8.6 Traffic and Road Safety Working Party

Cllr Ward provided the following report:

Cllr Goddard held a meeting with Jennie Watson of Kent Highways to discuss areas of concern including:

- 'Unsuitable for HGVs' sign at Green lane/Hunton Road junction
- 'SLOW' painted on road before Stonewall corner
- 'Gradient %' sign at the top of Hunton Hill
- 'Road narrows' sign on the approach to Hunton Hill from Hunton going north
- 'HGV Turn Right' sign on the approach to the junction of Hunton Hill/Heath Road going north

KCC was largely supportive but asked that the items were prioritised, which was subsequently done. The five issues above are likely to fall to the Parish Council to fund but costings are awaited from KCC. Another six issues would be funded by KCC, Fruition and Firmins.

Following the movement of the 7.5T weight limit sign to East Street, the T&RSWP and residents have been monitoring lorry movements. Since 1st December 2017, 50 lorries have been reported on East Street. Approximately 7 were from Amsbury Farm, 13 travelled down Redwall Lane and more than 19 were foreign lorries (which are most difficult to deal with), most likely going to Marden/Pattenden Lane. It may be necessary to discuss this with Marden Parish Council.

9. COUNTY & BOROUGH COUNCILLORS

9.1 County Councillor

County Cllr Stockell was unable to attend the meeting.

9.2 Borough Councillors

Borough Cllr Webb reported that an Audit, Standards & Governance Committee meeting had taken place on 19th March at MBC where the General Data Protection Regulation (GDPR) was discussed. The Borough Council is working well towards compliance but will not be fully compliant by 25th May 2018. The Information Commissioner's Office (ICO) does not require the Council to be fully compliant by 25th May as long as it is working towards it. Parish councils also need to be compliant. There is a lot of information being issued on GDPR – ICO website, You Tube videos, Act Now website, among others. Angela Woodhouse and Anna Collier at the Council would be happy to answer questions from parish councils.

Cllr Mortimer reported that the MBC Planning Enforcement Officer is meeting two people from Legal this week to discuss whether Amsbury Farm requires planning permission or not. Under the Highways Act 1980 s42, district councils can undertake the maintenance of unclassified roads (not A or B roads) instead of the county council and be reimbursed the cost by the county. As MBC is often blamed for potholes, Cllr Mortimer is to put forward a report to Full Council on MBC taking responsibility for the maintenance of unclassified roads.

10. PARISH COUNCILLORS

10.1 Liaison with External Bodies

Cllr Thomas had nothing to report.

10.2 Footpaths and Ditches

Cllr Heaton reported that the ditch near the Village Hall and the permissive footpath need to be looked at.

Cllr Trought advised that she wanted to help the school participate in the walking bus in May, but the state of the footpath needs to be improved.

Cllr Heaton will contact David Munn at KCC PROW as they should maintain the surfacing, but they will not spray the path. If KCC could pay for the gravel the Parish Council would have to pay a contractor to lay it. Cllr Heaton could spray the path. ACTION: CLLR HEATON

10.3 Highways

Cllr Goddard was unable to attend the meeting.

Cllr Heaton noted that KCC has repaired the potholes in Lughorse Lane.

10.4 Speedwatch

Cllr Ward reported that a further appeal had been made in the Hunton Herald for volunteers, with no subsequent response. Half of the Speedwatch team is taking part in the village pantomime, once that has finished a decision will be made on what can be done with the current volunteers.

10.5 Hunton Parish Plan/Neighbourhood Plan

Cllr Trought reported that Charlie (from the University of Kent) is investigating why the number of Little Owls has fallen by 60%. The box installed in the Community Orchard has been taken over by a grey squirrel. Charlie needs to fund raise to support his project. He will do a presentation at the Annual Parish Meeting .

The Community Orchard is funded by the Heritage Lottery Fund and there is some pressure from the project manager to deliver further events. These will hopefully take place in autumn.

10.6 Communication & Events

Cllr Ward noted that last year the Parish Council organised surgeries alongside the pop-up shops, but as there are to be no pop-up shops this year perhaps a coffee morning could be organised, combined with a Parish Council surgery. Cllr Lee suggested that parish councillors could be advertised as being available at the lunches held at the Village Club which Members **Agreed**.

Steve and Sue Wyles had thanked the Parish Council for the thank you letter regarding the Christmas Fair and asked for it to be recorded that it was a team effort, with lots of help from others in the village.

10.7 Planning Issues and Consultations

Cllr Thomas did not have anything to add as the current planning issues had already been discussed.

10.8 Utilities

Cllr Stanbridge will continue to liaise with South East Water on the water main replacement.

11. OTHER PARISH MATTERS

11.1 Flooding

Cllr Thomas reported that the Environment Agency (EA) has surveyed all the properties at risk of flooding. There are five owners of at risk properties in Hunton who did not want a survey and did not respond to the EA, which is their choice.

A Joint Parishes Flood Group meeting was held last week. Helen Grant MP attended the meeting and commented on how valuable the group is and that she was keen that it should continue.

11.2 Clerk's Report

A letter has been received from E.ON, stating that the electricity costs (for street lighting) will increase from 15.75p per kWh to 17.90p per kWh from 9th April 2018.

A letter has been received from the Kent Men of Trees, inviting Hunton to enter the "Trees in the Village Competition" 2018.

The Clerk asked if she could attend the KALC 'Preparing for your Audit – Best Practice Workshop' on 18th April at a cost of £36. Members **Agreed**. ACTION: CLERK

The Clerk attended the KALC 'GDPR Workshop' on 5th February to find out more about the General Data Protection Regulation, which replaces the existing law on data protection, taking effect from 25th May 2018. The Workshop was not particularly prescriptive as to what parish councils should do to prepare for the new GDPR, but NALC has subsequently issued 'A GDPR Toolkit of local councils' which is more useful and the SLCC is to provide a help document soon. The Clerk will review the documentation and form an action plan. As the Parish Council is a public body, there is a requirement to appoint a Data Protection Officer (DPO), with a suggestion at the Workshop that the service would need to be bought in. NALC is still making representations to MPs about further sector specific advice and guidance from the ICO; a proportionate approach for the sector, especially for smaller councils; and funding support for this new legislative burden.

12. CONSULTATIONS

12.1 KALC – Social Media Survey

KALC is currently considering the development of Social Media to provide an additional resource. However, before taking this further KALC would like to get more information from members about how they use Social Media and how they might like to see KALC develop it.

Members **Agreed** a response to the survey.

ACTION: CLERK

12.2 KCC – A20 Harrietsham Highway Improvements Scheme Consultation

KCC is proposing highway improvements on the A20, Harrietsham, to create a more pedestrian friendly environment and improve links between the new housing development sites, the existing housing and village centre. KCC will be designing and delivering the improvements using up to £925,000 of developer funding secured via planning obligations.

Members **Agreed** not to comment on the consultation.

12.3 The Committee on Standards in Public Life – Local Government Ethical Standards Consultation

The review will consider all levels of local government in England, including Parish and Town Councils.

Members **Agreed** not to comment on the consultation.

13. POLICIES

13.1 Standing Orders

The existing Standing Orders for the Parish Council are based on the NALC Model Standing Orders, which have not changed. Members reviewed the existing Standing Orders and **Agreed** to adopt them with no changes.

13.2 Financial Regulations

Revised Financial Regulations for the Parish Council, based on the revised NALC Model Financial Regulations, were drafted by the Clerk and circulated prior to the meeting. Members **Agreed** to adopt the new Financial Regulations.

14. FINANCE

14.1 Budget Monitoring Report

The Budget Monitoring Report to 28th February 2018 was **Noted**.

Members **Agreed** to add an expenditure budget of £1,000 for highways costs incurred as a result of the Traffic and Road Safety Working Party recommendations. ACTION: CLERK

14.2 Income Received

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

KCPFA – Grant funding for new play equipment	£1,000.00
King George V Playing Field Committee – Funding for new play equipment	£112.50

Cllr Stanbridge reviewed and signed the bank reconciliation.

14.3 Payments Made

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

SO – Sharon Goodwin – Salary & office allowance – December	£435.54
SO – Sharon Goodwin – Salary & office allowance – January	£435.54
300231 – Hunton Village Club – Christmas drinks (Chairman’s Allowance)	£109.35
SO – Sharon Goodwin – Salary & office allowance – February	£435.54

14.4 Cheques for Signature

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

300232 – KALC – Training (GDPR Workshop)	£36.00
300233 – Fields In Trust – Annual membership subscription	£50.00
300234 – Mike Summersgill – Tree & Pond Warden training expenses	£58.50
300235 – ACRK – Annual membership subscription	£50.00
300236 – Sharon Goodwin – Travel expenses/postage/stationery	£60.04

14.5 Yalding Parish Playscheme 2018

The Parish Council has been asked to make a small donation for the 2018 Playscheme. The Parish Council contributed £100 last year under s137 expenditure. Five children from Hunton attended the 2017 Playscheme.

Members **Agreed** to contribute £100 to the Playscheme.

15. PLANNING

15.1 Planning Application

15.1.1 Land South of Redwall Lane, Linton – 18/501181/FULL

Variation of conditions 10, 16 and 17 of application 16/508659/FULL (Demolition of existing dwelling and erection of 88 warehouse building with ancillary offices, dock levellers, access, parking and landscaping including the creation of new woodland and attenuation pond.) to amend condition 10 to read 'no more than 32 HGVs shall enter or leave the site during the hours of 2300hrs and 0700hrs', condition 16 to read 'The plan shall ensure that the noise generated internally in any noise sensitive property shall not exceed Noise Rating Curve NR30 as defined by BS8233 = 2014 Guidance on sound insulation and noise reduction for buildings and the Chartered Institute of Building Engineers (CIBSE) Environmental Design Guide 2006.' and condition 17 to read 'The rating level of noise emitted shall be no more than SdB above the existing measured ambient noise level LA90, T during the day time and night time periods. The plan should set out any mitigation measures that are required.'

Parish Council recommendation: Refuse, based on the reasons discussed in the Open Session.

15.2 Planning Decisions

The following decision received from Maidstone Borough Council was **Noted**:

15.2.1 Land South of Vicarage Road, Yalding – 16/508660/FULL

Erection of 65 residential dwellings, together with access, parking, drainage.

Parish Council recommendation: Refuse

Maidstone Borough Council decision: Permitted

16. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 14th May 2018** at Hunton Village Hall.

There being no further matters to discuss the meeting closed at 10:20pm.