

HUNTON PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 17TH SEPTEMBER 2018 AT 7:30PM AT HUNTON VILLAGE HALL

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

IN ATTENDANCE: Borough Councillor R Webb was in attendance.

1. APOLOGIES

Apologies were received and accepted from Cllr J Goddard.
Borough Cllr L Parfitt-Reid had sent her apologies.

2. FILMING AND RECORDING

The member of the public did not express 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 JULY 2018

The minutes of the meeting held on 16th July 2018 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 13.3 – The MBC Dog Control Public Space Protection Order survey was completed.

6. POLICE

6.1 Police

The following crime has been logged on the e-watch website since the last Parish Council meeting:
07/09/18 – West Street – Someone attempted to break into a garage at a residential property, damaging the door. No access gained.

6.2 Huntonwatch

Steve Wyles had nothing to report on Huntonwatch.

7. LOCAL COMMUNITY

7.1 King George V Playing Field

The Chairman of the King George V Playing Committee, Simon Taylor, was unable to attend the meeting. The Clerk (Secretary of the Committee) provided a report on the last meeting, held on 12th September:
Health and safety – one MBC report has been received. No issues noted.

Finance – funds of £6,922 remaining.

A grant application has been submitted to MBC for fencing around the multiplay and infant swings.

Robert Cox has tidied the play area and car park, cut the hedge at the entrance to the car park and the hedge alongside the Hunton Engineering driveway.

A quote is to be obtained for CCTV cameras near the cricket pavilion due to recent petty vandalism.

The green container near the cricket pavilion will be cleared within the next month. Quotes will be obtained for a skip.

The Football Club will be contacted about recent littering, bad language and driving on the cricket outfield while a match was in play.

7.2 Hunton Village Hall Committee

Annette Trought, Chair of the Village Hall Committee, reported that the Treasurer role will be filled by the Clerk. The Applause Co-ordinator post is still vacant.

7.3 Hunton Primary School

Cllr Trought did not have anything to report.

7.4 Hunton Village Club

Cllr Trought did not have anything to report.

7.5 Traffic and Road Safety Working Party

Cllr Ward liaised with Fruition regarding the routing of the lorries during the Hunton Hill closure in the summer.

The T&RSWP would like a revised speed limit on East Street as the speed limit in Chainhurst has changed to 30mph, but East Street remains at the national speed limit. Contact is being made with Marden Parish Council to discuss the process and Jennie Watson of KCC Highways will be contacted to establish the requirements for changing the speed limit. The Chainhurst residents lobbied County Cllr Stockell, then County Cllr Hotson when the boundary changed. Cllr Hotson funded part of the cost and the Parish Council paid £1,000 towards it.

Cllr Stanbridge pointed out that there had been several accidents on the bend near the entrance to Amsbury Farm.

Attempts have been made to arrange a meeting with Berry Gardens to no avail. Cllr Thomas advised that the next Monitoring Committee meeting will be held at Wares Farm on 2nd October.

8. COUNTY & BOROUGH COUNCILLORS

8.1 County Councillor

County Cllr Stockell was unable to attend the meeting.

8.2 Borough Councillors

Borough Cllr Webb reported that he and Borough Cllr Parfitt-Reid had put forward the comments of Hunton and Linton parish councils, opposing the Wares Farm planning application at the MBC Planning Committee. Unfortunately, the application had only warranted a brief discussion by the Committee, following which the application was approved.

Planning permission has been given for a new medical centre to be built on Heath Road in Coxheath. MBC has not tabled the Spice Lounge planning application for consideration at Planning Committee yet, but Cllr Webb will be speaking against it. Cllr Heaton pointed out that the Wilsons Yard planning application was refused by MBC, and the subsequent appeal was dismissed by the Planning Inspectorate as the applicant had not sufficiently demonstrated that the site would not be capable of commercial use. The Spice Lounge application is therefore in conflict with the Planning Inspector's views. Cllr Thomas advised that a formal complaint has been sent to MBC concerning the pre-application advice given on the Spice Lounge application. A reply has been received from James Bailey in MBC Planning; the Parish Council is to make a Stage 2 complaint in response. Cllr Webb had not been invited to the pre-application meeting, which he should have been, and has complained to the head of the department. The Clerk will forward the complaint and reply from James Bailey to all parish councillors and Cllr Webb. ACTION: CLERK

9. PARISH COUNCILLORS

9.1 Liaison with External Bodies

Cllr Thomas reported that CPRE has noted that Neighbourhood Plans are gaining more importance and receiving financial backing. It may be worth considering a simple plan for Hunton.

9.2 Footpaths and Ditches

Cllr Heaton has emailed David Munn at KCC PROW about the footpath which exits onto Hunton Hill as the steps are steep and there is no stop barrier. Cllr Heaton will follow it up as no response has been received. ACTION: CLLR HEATON

Cllr Goddard is pursuing the blocked ditches in West Street with KCC, and the culvert into the River Beult, although it is unclear who owns the land. A drainage CCTV survey will be conducted.

9.3 Highways

Cllr Goddard was not at the meeting to provide an update, Cllr Ward reported on his behalf.

The Hunton Hill resurfacing work has been rescheduled from September to 9th October for three days.

The Parish Council has paid KCC to install gradient signs on Hunton Hill, but they have not materialised yet. 'SLOW' markings have been painted on the road on East Street.

When East Street was resurfaced a very large pothole was left. Cllr Ward will report it to KCC as it is very dangerous.

Cllr Heaton advised that KCC is to fill in the washed-out edges of the roads on 24th September; they have been marked out. The road opposite Scotts Farm has also been resurfaced.

Cllr Heaton has received a call from a resident who is concerned that Coxheath Parish Council has not taken action on the trees overhanging Amsbury Road. The Clerk will write to the Clerk of Coxheath Parish Council to inform him of the complaint. ACTION: CLERK

9.4 Communication & Events

Cllr Ward advised of the forthcoming events:

- 22nd September – Beer & Gin Festival
- 23rd September – Village cricket match
- 6th October – Harvest Supper
- 12th October – Gardening Club Supper
- 20th October – Stars in Their Eyes
- 27th October – Wine tasting
- Weekly from 25th October for 6 weeks – Village Club lunches

There have still been no offers to take over as Editor of the Hunton Herald.

Cllr Trought asked for an item to be included on the agenda for the next Parish Council meeting to consider how to fill the vacant roles in the village, such as Applause Co-ordinator, Editor of the Hunton Herald, etc.

9.5 Planning Issues and Consultations

Cllr Thomas has not found out anything further on the Durrants Farm planning application.

As the Wilsons Yard planning application was refused by MBC, Cllr Thomas suggested that the applicant should be invited to meet with the Parish Council to discuss the site and see if the Parish Council can assist in any way. ACTION: CLERK

The Little Clockhouse site has been cleared and the mobile home taken away. The land should now be returned to its original agricultural state, as reinforced at the planning appeal in 2014. The Clerk has sent a letter to Planning enforcement.

The site of the former Highways Depot on Barn Hill has been cleared. A planning application for two houses was approved by MBC.

The MBC Planning Committee voted 7:4 in favour of the Wares Farm planning application.

Cllr Trought questioned whether MBC Planning Enforcement was effective. Members agreed that it was not.

Cllr Ward advised that the Amsbury Farm issue is still ongoing.

North Park Farm off Hunton Hill been advertised for sale, with planning permission for a barn under permitted development (as it is a change of use of buildings with currently industrial B1 permission).

9.6 Utilities

Cllr Stanbridge reported that South East Water is looking to replace the water main on East Street.

A blocked drain (foul water) near Stonewall has been reported but has not been dealt with yet. Cllr Heaton suggested contacting the Environment Agency who would enforce action.

Cllr Ward asked what the leak near Mulberry Farm relates to. Cllr Stanbridge will investigate, although it is telecoms or power related, not sewerage. ACTION: CLLR STANBRIDGE

10. OTHER PARISH MATTERS

10.1 Flooding

Cllr Thomas has spoken with David Gough; there have been no Joint Parishes Flood Group meetings.

Susan Laporte of KCC Highways has emailed a document outlining the powers devolved to Hunton, Yalding and Collier Street parish councils to close roads and procedures to follow in the event of flooding. Cllr Heaton confirmed that KCC will provide a combination lock for the container housing the signs. Cllr Heaton contacted the Environment Agency, following the flooding in May, who stated that it was not fluvial flooding and therefore nothing to do with them. The good news is that, when the crops were replanted, the farmer has created breaks in the field to help prevent a reoccurrence of the flooding. There should not be any issues next year as a different crop will be planted. Cllr Heaton noted that the River Beult Improvement Plan will have an impact on reducing flooding. A significant amount of money is to be spent.

10.2 General Data Protection Regulation (GDPR)

The Clerk has produced a Subject Access Request Policy, based on information in the GDPR Toolkit for NALC. The policy outlines the procedure to be followed, should an individual ask to see data the Parish Council holds on him/her.

Members reviewed the Subject Access Request Policy and **Agreed** that it should be adopted.

10.3 Clerk's Report

The Clerk has received an email from an organisation asking permission to place a textile bank in the car park. Members **Agreed** that permission should not be given.

The Clerk has received a call from the owner of Hatchgate Farm, previously a WW1 aerodrome. He has been contacted by the Airfields of British Conservation Trust, who have produced a granite plaque about the aerodrome. The resident asked whether the Parish Council would consider fixing the plaque outside the gate to the farm on Mill Lane. Members **Agreed** that, despite being named Hunton Aerodrome, the aerodrome is south of the River Beult and entirely within Yalding parish. The Clerk will contact the resident to let him know.

ACTION: CLERK

11. CONSULTATIONS

11.1 Kent County Council – Household Waste Recycling Centre (HWRC) Consultation

The consultation is to help KCC deliver the Kent Waste Disposal Strategy and seeks views on the proposal to implement a charging policy for non-household waste materials including soil, rubble, hardcore and plasterboard, deposited at Kent HWRCs.

Members were concerned that there could be an increase in fly tipping if charges are made and perhaps a certain amount of non-household waste could be allowed free of charge. Members could also see the logic in making charges as the neighbouring counties charge, resulting in people crossing the border to take their rubbish to the Kent tips free of charge. The proposed charges would still be less costly than hiring a skip. Members **Agreed** to support the principle of charging but have concerns about fly tipping. Cllr Trought agreed to complete a response.

ACTION: CLLR TROUGHT

11.2 Maidstone Borough Council – Statement of Community Involvement 2018 (Draft) Consultation

The Statement of Community Involvement sets out when and how stakeholders and the local community can:

- Participate in the preparation of local plans, neighbourhood development plans (also called neighbourhood plans) and supplementary planning documents; and
- Engage in the process of decision making on planning applications.

Members did not feel that Maidstone Borough Council had taken any notice of community involvement previously. Hunton and other parishes would like to have an impact, but their views are not taken into account. MBC should demonstrate where local input has been taken into consideration. Members **Agreed** that the Clerk should respond.

ACTION: CLERK

12. FINANCE

12.1 Budget Monitoring Report

The Budget Monitoring Report to 31st August 2018 was **Noted**.

12.2 Income Received

No income has been received since the last meeting.

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 – June	£443.44
DD – ICO – Data Protection fee	£35.00
SO – Sharon Goodwin – Salary & office allowance – July	£443.44
300259 – Robert Cox – Footpath maintenance	£495.00
300260 – Steve Wyles – Reimbursement for removal of wasps’ nest from the orchard	£50.00
SO – Sharon Goodwin – Salary & office allowance – August	£443.44

12.4 **Cheques for Signature**

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

300261 – CPRE – Annual membership subscription	£36.00
300262 – PKF Littlejohn LLP – Limited assurance review	£240.00
300263 – Hunton Parish Hall Committee – Contribution towards running costs	£500.00

12.5 **Consolidation of Financial Management of Village Committees**

Members have agreed that the Clerk should take over as Treasurer of the Village Hall Committee from Mike Summersgill, but no further details have been agreed, such as start date, number of hours and pay. Members **Agreed** that it should be discussed further at the November Parish Council meeting. In the meantime, the Clerk should record all hours worked.

12.6 **Annual Governance & Accountability Return (AGAR) & Audit 2017/18**

Following the audit of the 2017/18 AGAR, PKF Littlejohn LLP has given Hunton Parish Council a ‘clean’ External Auditor Report, with no matters for concern. Members considered and approved the External Auditor Report and Certificate. The statutory ‘Notice of conclusion of the audit’ and audited AGAR will be displayed on the notice boards and parish website.

12.7 **Annual Review of Insurance**

The Parish Council’s insurance policy is due for renewal on 1st October 2018 for the year to 30th September 2019. The insurance broker, Came & Company Parish Council Insurance, has provided a quotation for Ecclesiastical (existing insurer) but incorrectly based it on a 3-year long term agreement. As an annual policy only was entered into, Came & Co are now obtaining quotes from three different insurers. A quotation has also been requested from Zurich Municipal but not received prior to the meeting. Members **Agreed** that once the four insurance quotations had been received, Members would agree which quotation to accept by email and a cheque would be written for the relevant insurer.

ACTION: CLERK/ALL CLLRS

13. **PLANNING**

13.1 **Planning Applications**

13.1.1 **Bridge House, East Street – 18/504474/FULL**

Erection of a single storey rear extension connecting main dwelling and store/garage. Conversion of store into a habitable space. Erection of a single storey rear extension to existing garage. Demolition of existing shed and erection of a single storey office outbuilding.

Parish Council recommendation: No comment.

13.1.2 **Bridge House, East Street – 18/504475/LBC**

Listed Building Consent for erection of a single storey rear extension connecting main dwelling and store/garage. Conversion of store into a habitable space. Erection of a single storey rear extension to existing garage. Demolition of existing shed and erection of a single storey office outbuilding.

Parish Council recommendation: No comment.

13.2 Planning Decisions

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

13.2.1 Land South of Redwall Lane, Linton - 18/501181/FULL

s73 application: Variation of conditions 10, 16 and 17 of application 16/508659/FULL (Demolition of existing dwelling and erection of B8 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 refer to 'a maximum of 32 one-way HGV movements (equivalent to 16 HGVs entering and leaving the site) are permitted between hours of 2300hrs and 0700hr', condition 16 to refer to the Noise Mitigation Plan Ref: 403.06466.00004.001 version 5; condition 17 to refer to the Noise Mitigation Plan Ref: 403.06466.00004.001 version 5 and a rating level maintained no greater than 3dB above the existing measured ambient noise level LA90, T during the day time and night time periods.

Parish Council recommendation: Refuse

Maidstone Borough Council decision: Permitted

13.2.2 Riverside House, West Street – 18/503132/FULL

Change of use of first floor of existing garage and store to a holiday let (Class 1), including the installation of a raised platform and balcony (retrospective).

Parish Council recommendation: Refuse

Maidstone Borough Council decision: Refused

The Clerk will write to MBC Planning Enforcement to establish the enforcement action to be taken as the planning application is retrospective. **ACTION: CLERK**

13.2.3 Riverside House, West Street - 18/503133/FULL

Partial change of use from stables to a holiday let (retrospective).

Parish Council recommendation: Refuse

Maidstone Borough Council decision: Permitted

13.2.4 Wilsons Yard, George Street - 18/503755/PNPA

Prior notification for the change of use from premises in light industrial use (Class B1(c)) and any land within its curtilage to five dwelling houses (Class C3). For its prior approval to: - Transport and Highways impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Where the building is located in an area that is important for industrial services or storage or distribution services or a mix of those services, whether the introduction of, or an increase in, a residential use of premises in the area would have an adverse impact on the sustainability of the provision of those services.

Parish Council recommendation: Refuse

Maidstone Borough Council decision: Refused

14. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 19th November 2018** at Hunton Village Hall.

There being no further matters to discuss the meeting closed at 9:10pm.