

Staplehurst Parish Council

Council Meeting 28th November 2022

Minutes

A resident raised the urgency of resolving the security and issue of dog fouling on the pitches at Jubilee Field. The police have been on site the number of complaints are increasing about dog fouling. It was agreed to raise as an urgent item.

A resident raised the issue of "church Green" and car parking – Parish Council sympathetic and will consider again but land owned by MBC so it is their decision. Cllr Perry will continue to argue the case, but not hopeful. Resident to forward site / plan to Clerk.

Reports from County and Borough Councillors

MBC Cllr Perry updated Council on the following:

- MBC Budget setting 2022/23 is challenging but referendum rate raised to 3% and note KCC rate raised to 5%.
- Surgery issues included; Drainage / flooding around the village – chasing Southern Water and KCC and EV charging points – option for NDP
- Met with Helen Grant MP, she has written to MBC seeking reassurance that MBC Local Plan position has not changed regarding extra housing for Staplehurst – awaiting confirmation from MBC. She will also chase Southern Water on flooding issues.

Present: Councillors Riordan, Buller, Sharp, Davidson-Houston, Mclean, McPhee, Castro, Farragher, Alesi, Eerdeken, McLaughlin, Perry and Hotson.

Also present The Clerk

1. APOLOGIES Cllr Clifton

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

- 2.1. Declaration of lobbying – Cllr Riordan on Urgent issue
- 2.2. Declarations of changes to the Register of Interests - NA
- 2.3. Declarations of Interest in Items on the Agenda – Cllrs Mclean and Alesi on item 11.3 plus Cllr Hotson on the urgent item
- 2.4. Requests for Dispensation – Cllrs Mclean and Alesi on item 11.3 plus Cllr Hotson on the urgent item requested dispensation to speak and vote on the items. It was proposed, seconded and agreed unanimously to agree to their requests.

3. APPROVAL OF FULL COUNCIL MINUTES Pages 2042 – 2045 of 7th November 2022 available at [Full Council – Staplehurst Parish Council – Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](https://www.staplehurst-pc.uk) were proposed, seconded and agreed unanimously to be accurate and they were then signed by Councillor Riordan.

4. FINANCE REPORTS

Chairman signed.....Date.....

4.1. Accounts for Payment – The payments list below was proposed, seconded and agreed unanimously for approval

Approved Payments 3rd November - 22nd November 2022	Amount
Bulb - Youth Club Energy September	86.01
Bulb - Youth Club Energy October	54.77
npower - Christmas Light Energy 2021	52.42
Homewood Holdings Ltd - Weed Control, Bark & Plants GSG	66.47
Bradley Hawkins - Annual Hedge Cutting Chestnut Ave	255.00
HMRC - Tax & NI October	1,815.45
KCC - Stationery	61.18
KCC - MVCP Wimpey Filed Management Plan	2,100.00
Mr R Oakley - 405x 2nd Class Stamps Winter Village Update	216.00
Arron Services Ltd - Norton Renewal DJ/JT	84.00
Kieron Lehane - Bell Lane Toilet Door Repair	85.00
Payroll & Pension Costs - November	9,229.37
Amazon Gift Card	500.00
Amazon UK - Stationery	28.48
Amazon UK - Media Cable re Youth Club	18.53
Amazon UK - Media Cable re Youth Club	6.89
Battery Station - Rechargeable Batteries Wimpey Field Cameras	62.45
Opus Energy - Surrenden Pavilion Energy October	28.35
Opus Energy - Bell Lane Toilets Energy October	29.14
BT - Broadband & Telephone Charges Nov-Jan	200.45
npower - Street Light Energy October	76.27
Telecoms World - Winter Warm Rooms Mobile Phone Line	1.19
Business Stream - Surrenden Pavilion Water July-November	16.73
Business Sream - Wimpey Field Water July-November	16.73
Countrystyle Recycling - Waste Collection	69.84
Lloyds Bank Charges - October	7.00
TOTAL CURRENT ACCOUNT EXPENDITURE	15,167.72

TOTAL PETTY CASH EXPENDITURE

27.74

4.2. Summation – noted

5. CLERKS REPORT ON OUTSTANDING MATTERS –

The clerk raised the issue of the playground works being outstanding and agreed with Cllr McPhee to revise the colour coding for the next meeting.

6. PROPOSALS FOR DISCUSSION and DECISION

Urgent item – security and dog fouling at the Jubilee Field

Following a debate, which discussed the security issues and dog fouling issues at the Jubilee Field and considered the pluses or minus of locking the main pitch area at the Jubilee Field.

Chairman signed.....Date.....

It was proposed, seconded and agreed by a majority of 7 for, 4 against and 1 abstained to extend the consultation period until the next Council meeting (19.12.2022) but lock off the main pitch site and consider the comments that come into the office to enable the Council to make an informed decision.

6.1 Equality, Diversity & Disability Discrimination Policy

Following a debate, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution: To approve the Equalities, Diversity and Disability Discrimination Policy attached in **Appendix A** of this report

6.2 Reserves Policy

Following a debate, it was agreed to remove "The latter two have just under £85,000 in each account" it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution: To approve the Reserves Policy attached in **Appendix A** of this report

6.3 Proposed prioritisation of S106 plus CIL finding

Following a debate, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution:
To allocate the remain £6,497 CIL funding to Youth Club building improvements.

To request MBC to allocate the available Section 106 funding to;

- Surrenden Field improvements - £20,000
- 3g all sports pitch at Jubilee Field - £206,917.74
- Community Centre Landscaping - £6,000
- Upgrade "civic space in Parade" - £10,613.63
- Youth Club - £2,576.03
- Highway improvements - £229,417.94

6.4 Flooding Action Plan

Following a debate, which highlighted the value of the report, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution: To approve;

1. To identify Cllr Davidson-Houston as a local point of contact and work to encourage a network of local volunteers to help co-ordinate and develop flood resilience;
2. To gather details of the areas in Staplehurst affected by flooding and to identify the factors contributing to problems (surface water, river, or drainage issues);
3. To identify how to submit evidence to Maidstone Borough Council and Kent County Council to inform flood risk strategies and planning application evaluations and enforcement;
4. To identify and publish sources of practical help and support for those affected by flooding
 - a) as an emergency response, and
 - b) for longer-term flood resilience.

Chairman signed.....Date.....

6.5 3g all sports pitch Working Group report

Following a debate, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution: To approve to;

1. The revised Terms Of Reference attached in **Appendix A** of this report
2. Approve the "Bid Consultant Tender Document" attached in **Appendix B** of this report

6.6 Tree inspection report

Following a debate, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution; To approve the appointment of GRS Arboricultural Consultants to undertake the Tree Survey

6.7 Youth Club report

Following a debate, it was proposed, seconded and agreed unanimously to approve the motion below;

Resolution: to approve

1. Work to improve the Youth Club footpath up to £6,000
2. Purchase of Table Football table up to £600
3. Seek £2,576.03 from S106 funding towards the purchase of equipment for the youth service

7. **CORRESPONDENCE & PARISH ISSUES** for noting: -

7.1 Remembrance Parade - Thank you - noted

7.2 SCEG offer of funding towards Winter Warm Rooms – gratefully received – note the Parish has applied for a number of grants on behalf of the Winter Warm Rooms partnership

8. **PARISH COUNCIL REPORTS** (from Committee/Groups/Office on specific issues or as regular update)

8.1. Chairmans Report – Oral report by Cllr Riordan

Positive meeting with KCC regarding pedestrian crossing on Cranbrook Road – still waiting for bus usage data from Arriva to consider retaining evening service after February 2023.

Winter Warm rooms now open- please promote

Need some "Hedge Letters" along Bathurst Rd.

Bell lane now has new bin – thank you Cllr Brice

Communications Group – please consider a Chairman

Clerk to write to MBC requesting improved access to the website pages of the Local Plan – enquiry dates and times to allow Parish Councillors to speak

9. Written reports on Committee, Group and Project activities - for noting.

SCEnic – Cllr Sharp – meeting 1.12.22

Finance and Strategy Group – not quorate verbal update, next meeting 7.12.2022

Chairman signed.....Date.....

Jubilee Field Management Committee – meeting to be arranged urgently and report to follow.

Road Safety Group – Cllr Sharp – verbal update from meeting 1.11.2022

Communications Group – Minutes of the meeting on 23rd November 2022 to follow

Youth Club – meeting to be arranged

Greener Group – minutes of meeting held on 31st October 2022 to follow

Neighbourhood Plan Review Group – next meeting to be held 30.11.22

10. REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

10. URGENT MATTERS- at the discretion of the Chairman, information only items for noting or for decision at a future meeting

11. Special Motion

11.1. To move that the public be excluded from item 11.2 due to its confidential nature and to extend the meeting for Half an Hour was proposed, seconded and agreed unanimously

11.2. Clerk updated the meeting on staffing matters, proposed, seconded and agreed to delegate authority to Clerk in consultation with Chairman to purchase appropriate solar Christmas lights

11.3. Girl Guides lease was discussed and the following agreed unanimously

Resolution: to

- 1.** allow the Girl Guides to hire out the facilities to other organisations or individuals; Monday – Friday 9am – 10pm and Saturday - Sunday 9am – 6pm
- 2.** vary the rental fee of £5 per annum from 1st April 2023 depending on trading figures.
- 3.** That the Girl Guides Centre should have not have an Alcohol Licence

11.4. The Chairman gave a verbal update from Finance and Strategy Group meeting

These minutes are not verbatim but a summary of discussion and decisions made at the meeting. Meeting closed 9:30pm

Chairman signed.....Date.....