

# STAPLEHURST PARISH COUNCIL

## **A G E N D A**

### **ANNUAL FULL COUNCIL MEETING**

Monday 17<sup>th</sup> May 2010

8 p.m. in South Hall, Staplehurst Village Centre

Parish Office  
Staplehurst Village Centre  
High Street, Staplehurst  
TONBRIDGE, Kent  
TN12 0BJ

1. **APOLOGIES:**

Parish Clerk

**Mrs JS Bassett**

2. **COUNCILLOR DECLARATIONS** on Agenda items;

2.1 Lobbying.

2.2 Personal Interest.

2.3 Prejudicial Interest (Councillor to leave the meeting room whilst such item is under discussion).

Tel

**01580 891761**

email

[staplehurst1@btconnect.com](mailto:staplehurst1@btconnect.com)

3. **CO-OPTION TO FILL COUNCILLOR VACANCY**  
and Declaration of Acceptance of Office.

website

[www.staplehurstvillage.org.uk](http://www.staplehurstvillage.org.uk)

4. **ANNUAL ELECTIONS OF:-**

4.1 Chairman (and Declaration of Acceptance of Office then becomes ex-officio member of all committees).

4.2 Vice Chairman (then becomes ex-officio member of all committees).

4.3 Planning Committee (Chairman & Vice Chairman + 7 Cllrs) then election of Committee Chairman

4.4 Amenities Committee (Chairman & Vice Chairman + 6 Cllrs) then election of Committee Chairman.

5. **NOMINATION OF FOCUS GROUPS** (Councillors and Electors)

5.1 Allotments Project Group

5.2 Council Policy Group

5.3 Finance Group

5.4 Publicity & Website Group

5.5 Staplehurst Rural Settlement Group

5.6 Other new group(s) as agreed

6. **NOMINATION OF COUNCILLOR REPRESENTATIVES** on local bodies:-

6.1 Carnival & Fete

6.2 Churchyard Liaison

6.3 Dawkins Trust & Diagrif Sports & Social Club

6.4 Headcorn Aerodrome Consultative Committee

6.5 KALC Area Committee

6.6 KF&RS

6.7 Jubilee Field Management & Users Group

6.8 Local Transport Forum

6.9 Maidstone Borough Older Person's Forum

6.10 Maidstone Disability Focus Group

6.11 McCabe Day Centre

6.12 Neighbourhood Watch

6.13 Police/Parish Liaison

6.14 Sobell Cheshire Home

6.15 Staplehurst Village Centre Trust

6.16 Speedwatch

**PUBLIC FORUM** – At the beginning and after the closure of the Parish Council Meeting, the Chairman will invite members of the public to speak for a maximum of 3 minutes each relating to issues on the Agenda or about issues of local concern. You are requested to state your name and address prior to speaking.

- 6.17 TRAMP – South Maidstone Traffic Management Partnership
- 6.18 Youth Club
- 6.19 Other new representative(s) as agreed
  
- 7. **TO APPROVE FULL COUNCIL MINUTES:** PAGES 969-972 of 19<sup>th</sup> April 2010.
  
- 8. **CORRESPONDENCE & CURRENT ISSUES:**
  - 8.1 Emergency Planning Exercise.
  - 8.2 Kent Highways Service – Clapper Farm Lane.
  - 8.3 Kent Police – Letter from Chief Superintendent Matthew Nix, Area Commander Mid Kent.
  - 8.4 MBC – Bell Lane Toilets Lease & letter re: no stamp duty payable.
  - 8.5 Station Approach – User of Station letter
  - 8.6 Village Clean Up – Resident’s idea for consideration and Clean Kent advice.
  
- 9. **COMMITTEE & GROUP REPORTS:**
  - 9.1 Planning Committee
  - 9.2 Amenities Committee & Minutes 563A-564A of 4<sup>th</sup> May 2010
  - 9.3 Jubilee Field Management & Users Group
  - 9.4 Staplehurst Rural Settlement Group
  
- 10. **COUNCILLOR & CLERK’S REPORTS**
  - 10.1 Other reports for information only.
  
- 11. **ACCOUNTS AND FINANCES:**
  - 11.1 Adoption of Parish Council Annual Statement of Accounts to 31/03/10.
  - 11.2 Adoption of revised Asset Register and Audit Commission Annual Return to 31/03/10.
  - 11.3 IT Improvement quotes for consideration.
  - 11.4 Jubilee Pavilion Snagging quotes & Fire Maintenance Contract for consideration.
  - 11.5 Parish Council Insurance Renewal quotes for 1<sup>st</sup> June 2010.
  - 11.6 Staple Drive Play Area – Playdale quote for approval.
  - 11.7 Street Light Repairs Quote for Headcorn Road.
  - 11.8 Youth Club Service Level Agreement & application of project budget.
  - 11.9 Summation of Accounts to date of meeting.
  - 11.10 Accounts for payment.

Mrs JS Bassett  
Parish Clerk  
11/05/2010

Councillors are respectfully reminded that should they be unable to attend any Parish Council Meeting, of which this Agenda is a formal summons; they should notify the Parish Clerk with their apology and reason for non-attendance. Failure to do so for a continuous period of six months will result in automatic disqualification from the Council. Deadline for such notification to the Parish Clerk is 6.30pm to the Parish Office answerphone before the evening meeting or if by email by noon on the day of the meeting.

Borough Councillor Lusty Surgery at Staplehurst Library	
One Parish Councillor may attend 10a.m.- Noon on last Saturday monthly.	
29 <sup>th</sup> May 2010	Councillor Best
26 <sup>th</sup> June 2010	Councillor ?
24 <sup>th</sup> July 2010	

Minutes & Agenda Circulation List:-

Chairman Arger (also Chairman of Planning Committee)	Vice Chairman Perry
Best	Buller
VACANCY	VACANCY
Munn	Reardon
Spearink	
County & Borough Councillor Hotson	Borough Councillor Lusty

**PUBLIC FORUM** – At the beginning and after the closure of the Parish Council Meeting, the Chairman will invite members of the public to speak for a maximum of 3 minutes each relating to issues on the Agenda or about issues of local concern. You are requested to state your name and address prior to speaking.

**STAPLEHURST PARISH COUNCIL (remaining) MEETING DATES FOR 2010**

<b>PLANNING COMMITTEE – 19:00 (7pm) AMENITIES COMMITTEE – 20:00 (8pm)</b>	<b>PLANNING COMMITTEE – 19:00 (7pm) FULL COUNCIL – 20:00 (8pm)</b>
Monday 07 June Monday 05 July Monday 02 August Monday 06 September Monday 04 October Monday 01 November Monday 06 December	Monday 21 June Monday 19 July Monday 16 August Monday 20 September Monday 18 October Monday 15 November Monday 20 December

**PUBLIC FORUM** – At the beginning and after the closure of the Parish Council Meeting, the Chairman will invite members of the public to speak for a maximum of 3 minutes each relating to issues on the Agenda or about issues of local concern. You are requested to state your name and address prior to speaking.