

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
held at Staplehurst Village Centre on  
Tuesday 3<sup>rd</sup> January 2012 at 7.30 p.m.

**PRESENT:** Councillors Ashby, Buller, Burnham, Butcher, Paul Kelly, Lain, Manning, Reardon, Sharp, Silkin, Spearink and Chairman Perry.  
Parish Clerk: Mrs. J S Bassett

**APOLOGIES:** Councillor Green and John Kelly whose reasons for apology were accepted.

**URGENT ITEMS** – Councillors agreed to consider the following three urgent items:-

1. Parish Office review of emergency exits – Councillor Butcher considered this needed investigating. Chairman agreed to write to the Landlord.
2. Library Surgery – Borough Councillor Richard Lusty had given notice that after the 28<sup>th</sup> January, Parish Councillor attendance at the surgery would no longer be necessary. Councillors agreed that a rota of two Parish Councillors would hold their own surgeries mid-month beginning 17<sup>th</sup> March subject to Library availability.
3. Neighbourhood Planning consultation – The draft response by Councillor John Kelly was discussed and whilst in agreement with most responses, Councillors requested the rewording of the "Referenda" and "Neighbourhood Plan" sections and change to the response from "strongly agree" to "neither agree nor disagree". Chairman agreed to redraft the comments and circulate to all for consideration the next day as the deadline was 5<sup>th</sup> January 2012.

**COUNCILLOR DECLARATIONS** regarding Agenda items:

1. Lobbying – Councillor Buller declared she had been lobbied in respect of Market Street Traffic Problems. Councillor Manning declared he had been lobbied in respect of Diamond Jubilee Plans.
2. Personal Interest – None declared.
3. Prejudicial Interest – None declared.

**APPROVAL OF FULL COUNCIL MINUTES** Pages 1121-1122 of 19<sup>th</sup> December 2011 were approved and signed by Chairman Perry then made available at [http://staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx)

**CORRESPONDENCE & CURRENT ISSUES for noting or decision:-**

1. Action with Communities in Rural Kent – Councillors noted that volunteers were needed for digital switchover help scheme. Details at Parish Office.
2. Annual Parish Meeting 23 April 2012 – It was agreed to invite Voluntary Action Maidstone CEO, Charlotte Osborn-Ford, to speak at the Annual Parish Meeting.
3. Bell Lane – It was agreed to defer discussion on Golding Homes request to relocate newts to Parish Council land to next meeting.

4. Caretaker Reports – The Clerk reported very minor items that had been attended to. The quote for a Waste Bin at the Village Centre at £10.64 p.w. was noted and Councillors agreed to accept. It was understood that VCMC would contribute towards the cost. Councillor Reardon gave an update on the tree works required at Nicholson Walk and Surrenden Playing Field. He would be meeting with Fernshire the following day. Councillors noted that additional work would be required to two oak tree limbs at Surrenden Playing Field.
5. Citizens Advice Maidstone – Letter re: National Enquiry into the Affordable Homes Crisis (Survey deadline end January 2012). Councillors noted but as a Housing Needs Survey had already been conducted by the Parish, agreed to send the link to the report to CAB only.
6. KCC Consultation on Household waste recycling centre service – deadline 9<sup>th</sup> February 2012 online at [www.kent.gov.uk/hwrcconsultation](http://www.kent.gov.uk/hwrcconsultation) Councillors agreed that individuals could respond if they wished. Agreed to put details on the Latest News page of the Website but would not send a response from the Council itself.
7. KF&RS Tracker Survey – Councillor Spearink reported on the rationalisation which would not affect Staplehurst directly. Agreed not to respond. Another visit to KF&RS HQ could be arranged if required.
8. KM303 – Landowner's proposal to install stiles was noted. Councillors expressed a preference for kissing gates. Clerk to pursue with KCC PROW Officer.
9. Maidstone Tourism Association – Launch 18/01/12 was noted. No further action.
10. Market Street Traffic Problems – Resident's email requesting action had been noted. Surprise was expressed that Kent Highways had not taken action previously as this had been raised some years ago. Any action needed to be thought through carefully as restricted parking could just move the problem elsewhere. Backing out onto the main road was dangerous as speeding in the area was an issue. Councillor Reardon agreed to raise the issues with Kent Highways at his next meeting towards the end of January.
11. NALC & CPRE "Planning Explained" – New guide and e-learning course at [www.ntselearning.co.uk](http://www.ntselearning.co.uk) was noted. Copies of the booklet had been requested.
12. Play Area Survey – <http://tinyurl.com/ParishPlay> - Councillor Burnham agreed to look into this and report back before response deadline of 28/02/12.
13. Rural Service Centres Meeting 17/01/12 – Invitation from Headcorn Parish Council was noted. Agreed that Councillors John Kelly, Paul Kelly and Paul Butcher attend.
14. Theft of Salt Bin – It was noted that the salt bin at Five Ash Lane had been emptied out and stolen. It was agreed not to replace this at present but to identify mark all remaining bins. Councillor Spearink agreed to do this and report back.
15. Things to do – BBC promotion of local activities was noted.
16. Winter Warmer Information Day – 11/01/12 Noon-3 p.m. at Headcorn Village Hall was noted.

#### **COMMITTEE & FOCUS GROUPS** – Reports and recommendations:-

1. Local Transport (PB, BM, PS) Next meeting 20/01/12 Previous reports at [http://www.staplehurstvillage.org.uk/hawkhurst\\_transport.aspx](http://www.staplehurstvillage.org.uk/hawkhurst_transport.aspx) Subscription for 2012 Hawkhurst Transport Forum (£12) was noted. It was commented that the changes to the No: 5 service timetable over the Christmas period had not been well advertised.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting 19/01/12 Report of meeting on 08/12/11 to be uploaded at [http://www.staplehurstvillage.org.uk/kcc\\_emergency\\_planning\\_group.aspx](http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx)
3. Planning Committee (PB, JK, PK, MA, JB, TB, SG, JP, PS) [http://www.staplehurstvillage.org.uk/minutes\\_of\\_the\\_last\\_meetings.aspx](http://www.staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx)

4. Alcohol Control Zone Group (JP, TB, PK, JB, PB) Next meeting? [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx) Plans for the CCTV pole planning application were needed. Agreed that Councillor Buller's husband could draw a scale plan of the site. Planning application to be submitted as soon as possible. In the meantime, Clerk to enquire how much it would cost to move the cameras from site to site.
5. Allotments Project Group (JP, TB, PK, JB, PB, JK, BM) Next meeting? [http://www.staplehurstvillage.org.uk/sub\\_groups\\_1.aspx](http://www.staplehurstvillage.org.uk/sub_groups_1.aspx) Councillor Manning reported that he had continued to chase the Nursing Home Manager and would now increase pressure as no response or progress had been achieved to date.
6. Council Policy Group (JP, TB, PK, PB, SG, JK, RS, PS) Next meeting? [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx) Councillor Perry to organise a meeting shortly.
7. Finance Group (JP, TB, PK, PB, SG, JR) Next meeting 05/01/12 [http://www.staplehurstvillage.org.uk/policy\\_group.aspx](http://www.staplehurstvillage.org.uk/policy_group.aspx)
8. Playscheme (JP, TB, PK, JB, SL) Next meeting 02/2012 [http://www.staplehurstvillage.org.uk/youth\\_activities\\_1.aspx](http://www.staplehurstvillage.org.uk/youth_activities_1.aspx)
9. Publicity & Website Group (JP, TB, PK, MA, JB, JK, SL, JR) Next meeting? Report of 17/11/11 to be uploaded at <http://www.staplehurstvillage.org.uk/uploads/staplehurst/documents/10/811.pdf> Councillor Reardon wished to record a vote of thanks to Councillor John Kelly for organising the Photo Competition. It had been a lot of work but had made an excellent focus for the Christmas Social. Councillors recommended it become an annual event. Councillor Buller reminded everyone that articles for the Spring Update would be needed by the end of January.
10. Rural Settlement Group (JP, TB, PK, JK, JB, SG) Next meeting 11/01/12 Report of 14/12/11 meeting uploaded at [http://www.staplehurstvillage.org.uk/rural\\_settlement\\_group.aspx](http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx) Discussion was deferred.
11. Surrenden Playing Field Group (JP, TB, BM, AS, JR) First meeting 07/01/12 when the RoSPA report recommendations would also be followed up.
12. Village Enhancement Group (JP, TB, PK, JB, PB, SL, PS) Meeting? Proposals for Annual Clean Up 24/03/12 & New Toilet Cleaning Specification for tender were discussed. Councillor Buller reported that MBC would provide 40 high-visibility jackets, litter pickers and signs. Insurance cover by MBC was available provided names and addresses were given by participants. It was understood that if anything dangerous or heavy was found, participants should report the location to MBC for collection. As the Village Centre was not able to store the rubbish over the weekend, the Youth Club building had been offered. Publicity would be carried out and Village Groups approached. Clerk to ask the W.I. to do refreshments for the volunteers. Councillor Paul Kelly reported that he was still trying to get painting quotes. The proposed new Toilet Cleaning Specification would be finalised and submitted for tender very soon. The Clerk was requested to chase KHS for the Licence application to place the proposed planters on highway land. It was noted that the proposed new Toilet Cleaning Specification did not include maintenance and planting of the two existing planters. After a short discussion Councillors agreed (with one abstention) that Growing Concern should be contracted to maintain all five planters from early summer.
13. Diamond Jubilee Plans – (BM, SL, AS, PS) Next meeting? Councillor Sharp's report had been circulated to Councillors and uploaded at [http://www.staplehurstvillage.org.uk/jubilee\\_celebrations.aspx](http://www.staplehurstvillage.org.uk/jubilee_celebrations.aspx) Councillor Buller commented that the copy deadline for the Souvenir programme would be the end of March for printing mid-April. No sponsorship for this would be needed as the Council had already agreed to fund this. Councillor Manning confirmed that he had sent a letter to all residents around Surrenden Playing field advising them of the outline proposals of events. It was agreed that residents of Bower Walk should also be advised regarding the proposals, fun-fair timings, etc. Councillor Spearink agreed to draw up a plan for the Beacon project.

**REPORTS FOR NOTING** from local community groups:-

1. Churchyard Liaison (PB, PK) Next meeting? Previous reports at [http://www.staplehurstvillage.org.uk/sub\\_groups\\_2.aspx](http://www.staplehurstvillage.org.uk/sub_groups_2.aspx)  
Councillor Paul Kelly reported that the installation of the new pathway within the new burial area was becoming urgent. The £900 cost to do the first section in concrete had been included within the revised Churchyard Budget and the Council's own draft budget for 2012/2013. Councillors agreed that the construction of the pathway should be progressed as a matter of urgency.
2. Village Sports & Social Club (PB) Next meeting? AGM Minutes 20/11/2011 at <http://www.staplehurstvillage.org.uk/others.aspx>
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 13/03/12 Previous reports at [http://www.staplehurstvillage.org.uk/headcorn\\_aerodrome.aspx](http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx)
4. Jubilee Field Management & Users Group (JP, TB, JK) Next meetings 02/02/12 & 29/02/12 Minutes of 08/12/11 meetings to be uploaded at [http://www.staplehurstvillage.org.uk/jubilee\\_fields\\_users\\_group.aspx](http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx)
5. KALC Area Committee (JP, PB, RS, PS) Next meeting? Minutes of 15/11/11 meeting uploaded at [http://www.staplehurstvillage.org.uk/kent\\_association\\_of\\_local\\_councils.aspx](http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx)
6. McCabe Day Centre (JB) Next meeting 19/01/12. Reports uploaded at [http://www.staplehurstvillage.org.uk/mccabe\\_day\\_centre.aspx](http://www.staplehurstvillage.org.uk/mccabe_day_centre.aspx)
7. Neighbourhood Watch (JB) Next meeting 23/02/12 Reports uploaded at [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
8. Police/Parish Liaison (PB, PS) Next meeting 22/02/12. Reports uploaded at [http://www.staplehurstvillage.org.uk/police\\_liaison.aspx](http://www.staplehurstvillage.org.uk/police_liaison.aspx)
9. Sobell Cheshire Home (JP) Next meeting? When available report uploaded at <http://www.staplehurstvillage.org.uk/others.aspx>
10. Speed Watch (JB) Next meeting? Previous reports available at <http://www.staplehurstvillage.org.uk/speedwatch.aspx>
11. Staplehurst Community Hub (JB, PB, PS) Next meeting?
12. Staplehurst Patients' Participation Group (JB, RS, PS) Next meeting? When available the report of 27/10/11 will be at [http://www.staplehurstvillage.org.uk/patient\\_participation\\_group\\_at\\_health\\_centre.aspx](http://www.staplehurstvillage.org.uk/patient_participation_group_at_health_centre.aspx)
13. Staplehurst Primary School Liaison (JR)
14. Staplehurst Village Centre Trust (PK) Next meeting? When available the report of 02/08/11 meeting will be at [http://www.staplehurstvillage.org.uk/village\\_centre\\_trust.aspx](http://www.staplehurstvillage.org.uk/village_centre_trust.aspx)
15. Youth Club (PK) Next meeting? Previous reports at [http://www.staplehurstvillage.org.uk/staplehurst\\_youth\\_club.aspx](http://www.staplehurstvillage.org.uk/staplehurst_youth_club.aspx)

Chairman.....

**PUBLIC FORUM:** A member of the public raised the highway safety issue at the entrance to Market Street due to illegal parking by users of the adjacent business. This often caused reversing manoeuvres into the main road. Effective measures, such as bollards or railings, were needed to stop parking in the area. Concerns were raised that this would become even more of a problem during construction of a supermarket.