

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 7th November 2011 at 8 p.m.

PRESENT: Councillors Ashby, Buller, Burnham, Butcher, Green, Paul Kelly, Lain, Manning, Reardon, Sharp, Silkin & Spearink. Parish Clerk: Mrs. J S Bassett

APOLOGIES: Councillors John Kelly and John Perry whose reasons for apology were accepted. In the absence of the Chairman was agreed that Vice Chairman Burnham should take the chair. Councillor Lain arrived after discussion of the Caretaker Inspection Sheets.

COUNCILLOR DECLARATIONS regarding items on the Agenda:

1. Lobbying – Councillors Buller and Burnham declared they had been lobbied in respect of Yellow Lines. Councillor Buller declared she had been lobbied in respect of Salt Bins.
2. Personal Interest – None declared.
3. Prejudicial Interest – None declared.

APPROVAL OF FULL COUNCIL MINUTES Pages 1104-1107 of 17th October 2011 were approved, signed by Vice Chairman Burnham then made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Boundary Commission Consultation – Councillor Green had circulated his draft response to this consultation which followed the Public Consultation event 4/11/11. Councillors approved the draft for submission and circulation to other parishes and MP, Helen Grant.
2. Caretaker Inspection Sheets – Councillors noted various issues highlighted by the Clerk. Agreed that Nicholson Walk gate should be repainted in the spring. The drinking of alcohol in various public areas to be notified to the local Policing Team and Trading Standards for action.
3. Headcorn Road Hedge, traffic and parking issues – Councillors discussed a resident's request for the hedge beside the footway to the Oaks Farm estate be reduced in height and cut back properly. Agreed to write to Kent Highways regarding this health and safety issue, request action and timescale. Councillor Burnham raised the issue of commuter parking and yellow lines to discourage this. Noted that a Traffic Regulation Order would cost at least £650 and require a great deal of work to research the views of local residents. No further action requested.
4. KALC Parish News – Issue 357 noted without comment.
5. KALC Training event – Report by Councillor Burnham had been circulated and uploaded at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
6. Kent Fire & Rescue Service – Response noted. Councillor Spearink referred to the KFRS Consultation on Integrated Risk Management Plan and offered to read the documentation. Response deadline 09/01/12. Agreed to put this back on the agenda for consideration at next meeting.

7. Kent Low Carbon Community Partnership – Request for information about active environmental community groups was noted but Councillors not aware of any.
8. Kent Men of Trees & Tree Warden – Competition result and reports had been circulated. Recommendations were noted and Councillor Green would like to see them implemented. Councillors Buller and Reardon agreed to follow through the issues and obtain quotations for minor works to maintain existing trees. Councillor Buller would attend BTCV training when this became available. Councillors Butcher and Paul Kelly to follow through works needed at the Churchyard.
9. MBC Parish Services Scheme proposal- Chairman's draft response had been circulated to all Councillors, agreed and sent off to MBC.
10. MBC Sports Achievement Awards January 2012 – Nominations by 30/12/11 were noted.
11. Memorial to Peter Day – Letter from family indicated that a plaque for the memorial seat was not possible after all. Councillors recommended that the poem and photograph be incorporated into a frame for hanging inside the Youth Club building pending progression of a Memorial Garden idea.
12. Nicholson Walk & Surrenden Playing Field – Tree work quotes were considered at length. After much discussion Councillors recommended approval of Fernshire Tree Services quotation in the sum of £624 for works in Nicholson Walk, behind Play Area in Surrenden Playing Field and a tree on the boundary of the school to allow better sighting by the CCTV Cameras. It was likely that Conservation Area approval would be required for these works. Councillor Reardon agreed to contact the original complainant regarding works to the oak tree near Crowther Close and confirmed that other trees along the boundary of Surrenden Road would need works soon as well. Councillor Reardon agreed to liaise with contractors.
13. Parish Conference 2011 – Report by Councillors attending 22/10/11 had been circulated and was uploaded at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx
Resident's request for yellow lines in Chapel Lane – The issue was considered at length but whilst Councillors agreed with the resident's viewpoint, they recommended to take no further action at this point.
14. Winter Service - KHS & Parish Salt Bin sites; Residents' further site suggestions were noted for future consideration. A new salt bin had appeared in Station Approach for KHS to fill. KHS' response to request for salting of Health Centre access had concluded that it would now be included provided the gates were left open during snow.

COMMITTEE & FOCUS GROUPS – Reports and recommendations:-

1. Local Transport (PB, BM, PS) Next meeting 02/12/11 Councillor Spearink reported on the Sunday No. 5 bus which was not of much use to residents due to the infrequency of service beyond Hawkhurst. Additional funding was being sought to increase the service. There were now three different bus companies running through Hawkhurst to Hastings and timetables were not integrated with one another. This group was working on trying to get timings improved.
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting? Report of meetings on 29/09/11 & 03/11/11 were noted and uploaded at http://www.staplehurstvillage.org.uk/kcc_emergency_planning_group.aspx
Councillor Burnham considered there were some good write-ups of the Parish Pump Exercise in the Downs Mail and Kent Messenger. Councillor Spearink reported that the exercise had been excellent, good co-operation amongst SEHT members and volunteers. The group would need some small items of expenditure

- proposed by Councillor Green, seconded by Councillor Ashby and agreed that up to £100 be made available for the purchase of small items required by the SEHT.
3. Planning Committee (PB, JK, PK, MA, JB, TB, SG, JP, PS) Councillor Butcher requested pursuance of MBC feedback regarding the brick entrance and gates at Huntsman's Stables built without planning permission. Concern was expressed that no specific enforcement action was being taken despite the planning appeal being upheld. Agreed to write to Borough Councillors as well as Enforcement Officer as it remained a serious breach of planning.
 4. Alcohol Control Zone Group (JP, TB, PK, JB, PB) Next meeting? The Clerk reported that the order for two Stryker CCTV Cameras and internet access had been placed but a quote for a new pole at Jubilee was still awaited.
 5. Allotments Project Group (JP, TB, PK, JB, PB, JK, BM) Next meeting? Report of 18/10/11 meeting was noted and uploaded at http://www.staplehurstvillage.org.uk/sub_groups_1.aspx but no further progress had been achieved with the landowner. It was suggested that a users' group made up from the waiting list of allotment holders needed to be set up.
 6. Council Policy Group (JP, TB, PK, PB, SG, JK, RS, PS) Next meeting?
 7. Finance Group (JP, TB, PK, PB, SG, JR) Next meeting? Report of 31/10/11 meeting was uploaded at http://www.staplehurstvillage.org.uk/finance_group.aspx The following recommendations were agreed (1) attendance of Clerk at SLCC Conference (2) Christmas Lights contractor and (3) Donations as listed. Councillor Manning enquired regarding timescales for completion of other matters referred to but no conclusion was reached or the date of next meeting set.
 8. Playscheme (JP, TB, PK, JB, SL) Councillor Buller reported on the meeting with Playplace (not for profit organisation) who had run a successful Playscheme 2011. A shortfall of £593.71 had arisen. Councillors Buller and Burnham recommended and it was agreed that this amount be paid to Playplace. Councillor Buller also reported that the Playplace Leader was prepared to work again for next year and recommended that the Council employed Playplace again for 2012. This was agreed. Letters of thanks to both Playplace and the school would be sent.
 9. Publicity & Website Group (JP, TB, PK, MA, JB, JK, SL, JR) Next meeting 17/11/11 Report of 20/10/11 had been uploaded at <http://www.staplehurstvillage.org.uk/uploads/staplehurst/documents/10/811.pdf> Councillor Buller thanked colleagues for their input but the front page article had been rewritten to reflect the prospect of Sainsbury and Tesco Planning applications. Additional volunteers would be needed to distribute the Winter Updates. Councillor Reardon commented that the photographic competition was still on target for 1st December with decision to be announced at the Christmas Social meeting (unless competition was extended). Councillor Manning raised Councillor John Kelly's email suggestions regarding a projector and screen and Councillors gave other suggestions too. Wi-Fi had already been costed. Agreed to put the matter on this Group's next Agenda. Meanwhile Councillor Reardon agreed to research costings but VCMC permission and funding would be needed.
 10. Rural Settlement Group (JP, TB, PK, JK, JB, SG) Next meeting 16/11/11 It was understood and agreed that Councillor John Kelly wished to attend KALC Conferences on Localism and Planning in 2012. Councillor Green reported that he and John Kelly would attend and report back on a Neighbourhood Planning Seminar.
 11. Village Enhancement Group (JP, TB, PK, JB, PB, SL, PS) Next meeting? Councillor Paul Kelly was still trying to obtain quotes to repaint the inside of the public Toilet building. He had replanted the two planters at Bell Lane and Councillor Buller thanked him for organising this.
 12. Diamond Jubilee Plans – (BM, SL, AS, PS) Next meeting? Councillor Sharp's report had been circulated. It was understood that progress was being made but the Fun fair dates

were still not settled fully. In addition to the fair, local bands Music in the Park, fly past, 1940's re-enactment group were envisaged. Forthcoming fund-raising activities would need support to ensure the planned events in 2012 could be free.

REPORTS FOR NOTING from local community groups:-

1. Churchyard Liaison (PB, PK) Next meeting? Costings for work in the new burial area and path were needed.
2. Village Sports & Social Club (PB) Next meeting AGM 24/11/11 at the Youth Club 7.30 p.m.
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 13/03/12
4. Jubilee Field Management & Users Group (JP, TB, JK) Next meeting 08/12/11? Minutes of meeting 06/10/11 uploaded at http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx Agreed to go ahead with the sewage pump purchase agreed in principle at Mins 1099 paragraph 5 (understood warranty 12 months, detail same as 2007 pump).
5. KALC Area Committee (JP, PB, RS, PS) Next meeting 15/11/11.
6. McCabe Day Centre (JB) Next meeting? Report of meeting held on 28/09/11 awaited.
7. Neighbourhood Watch (JB) Next meeting?
8. Police/Parish Liaison (PB, PS) Next meeting? Report of meeting held on 25/10/11 was uploaded post-meeting at http://www.staplehurstvillage.org.uk/police_liaison.aspx Councillor Butcher commented that changes in the local policing team had been announced and thanked the Health Centre for running the sexual health clinic with Switch Café for young people.
9. Sobell Cheshire Home (JP) Next meeting 15/11/11
10. Speed Watch (JB) Next meeting?
11. Staplehurst Community Hub (JB, PB, PS) Next meeting?
12. Staplehurst Patients' Participation Group (JB, RS, PS) Next meeting? Report of 27/10/11 meeting awaited.
13. Staplehurst Primary School Liaison (JR) School to be Ofsted inspected.
14. Staplehurst Village Centre Trust (PK) Next meeting? Report of 02/08/11 meeting awaited.
15. Youth Club (PK) Next meeting? Councillor Butcher commented on the issue with youths disturbing Village Centre users. A meeting with the complainant had been set up with Councillor Ashby to assist. The Chairman of VCMC had also written.

Chairman.....

PUBLIC FORUM: No members of the public raised any matters.