

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
held at Staplehurst Village Centre on
Monday 16th January 2012 at 7.30 p.m.

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

APOLOGIES: Councillor Lain was absent at the start of the meeting but arrived later at the point noted in the Minutes. Councillor Reardon had to leave unexpectedly during the meeting at the point noted in the Minutes.

URGENT ITEM: Councillors agreed for the Chairman to report on staff employment issues at this item minuted below.

COUNCILLOR DECLARATIONS regarding Agenda items:

1. Lobbying – Councillor Buller declared she had been lobbied concerning The Parade.
2. Personal Interest – None declared.
3. Prejudicial Interest – Councillor Paul Kelly declared a prejudicial interest in the Toilet Cleaning specification. It was agreed that he should not have to leave the room whilst this issue was discussed but he then took no part in such discussions.

APPROVAL OF FULL COUNCIL MINUTES Pages 1123-1126 of 3rd January 2012 were approved by majority, signed by Chairman Perry then made available at http://staplehurstvillage.org.uk/minutes_of_the_last_meetings.aspx

ACCOUNTS & FINANCES

1. Parish Precept 2012/2013 – The sixth draft Budget was considered for approval. After a short discussion Councillor Green proposed, seconded by Councillor Paul Kelly and agreed nem con, to set the Parish Precept 2012/2013 at £96,100. This was estimated to equate to £40.40 per annum per Band D property and a 15% increase on the previous year.
2. Summation to date was circulated and noted.
3. Accounts for payment – The list was circulated and noted. Councillor Burnham proposed, seconded by Councillor Silkin and agreed with one abstention, to pay the accounts as listed.

CORRESPONDENCE & CURRENT ISSUES for noting or decision:-

1. Urgent Item (as previously agreed above). Chairman Perry reported that following the Clerk's letter of resignation, Councillors had considered various future staffing arrangements and proposals were being considered. Agreed that Chairman Perry would write formally to the Clerk shortly.

Councillor Lain joined the meeting part way through the next item

2. Bell Lane – Golding Homes newts relocation site; Councillors discussed this item which had been deferred from the previous meeting. After much consideration Councillor John Kelly proposed and it was agreed to defer decision regarding fencing the site until after the works had been completed, to retain ownership of the site and to accept the proposed improvements to retain the conservation value of the site. It was understood that when the pond was dug out the arisings would be put to one side. Councillor Green suggested these should be taken away.
3. KALC Chairmanship Conference 07/01/12 – Chairman's report was circulated and uploaded at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx Chairman Perry commented that the event had been useful and supported by good speakers. Councillor Spearink offered to invite them to speak with Councillors at a future event.
4. Maidstone Borough Council – proposed Dog Control (exclusion) Order for children's Play Areas to include Surrenden Playing Field was noted and agreed.
5. Parish Council Library Surgeries – Councillors noted that second Saturdays monthly had been agreed with the Library, commencing on 10th March 2012.
6. The Parade – The responses to Chairman's letters to Kent Police and MP had been circulated. It was hoped that Government policy would be changed to outlaw wheel clamping this April. A response from the Parade owners was still outstanding.

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
2. Staplehurst Emergency Help Team (JB, PB, RS, PS) Next meeting 19/01/12 Report of meeting on 08/12/11 uploaded at 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
4. Alcohol Control Zone Group (JP, TB, PK, JB, PB) Next meeting ? http://www.staplehurstvillage.org.uk/police_liaison.aspx Chairman Perry reported that the Polecat CCTV cameras had now been installed. The Planning application for the lighting pole at Jubilee Playing Field had now been registered.
5. Allotments Project Group (JP, TB, PK, JB, PB, JK, BM) Next meeting ? http://www.staplehurstvillage.org.uk/sub_groups_1.aspx Councillor Manning reported that despite no response from Abbotsleigh Nursing Home the group's aims remained focussed and will meet before next Full Council. It was understood that Golding Homes had agreed to make a donation towards a new allotment scheme.
6. Council Policy Group (JP, TB, PK, PB, SG, JK, RS, PS) Next meeting ? http://www.staplehurstvillage.org.uk/policy_group.aspx
7. Finance Group (JP, TB, PK, PB, SG, JR) Next meeting TBA Notes of meeting held 05/01/12 at http://www.staplehurstvillage.org.uk/finance_group.aspx The following recommendations were considered;
 - MBC Garden Waste sacks** – Agreed to discontinue sales from the Parish Office.
 - Subscriptions 2012/2013** – Agreed that the following organisations would be subscribed to:- KALC, SLCC, Hawkhurst Transport Forum, Journal of Local Planning, National Society of Allotment & Leisure Gardeners Ltd.
 Regarding **insurance cover for increased costs of working**, Councillor Green considered this should be thought through. Agreed to bring this back to the next Finance Group for discussion.
8. Playscheme (JP, TB, PK, JB, SL) Next meeting ? http://www.staplehurstvillage.org.uk/youth_activities_1.aspx
9. Publicity & Website Group (JP, TB, PK, MA, JB, JK, SL, JR) Next meeting 17/01/12 Report of previous meetings uploaded at http://www.staplehurstvillage.org.uk/publicity_website.aspx
10. Rural Settlement Group (JP, TB, PK, JK, JB, SG) Next meeting ? Report of 11/01/12 and previous meetings uploaded at http://www.staplehurstvillage.org.uk/rural_settlement_group.aspx Councillor John

Kelly referred to his report and Councillors discussed whether or not to invite Planning Consultants to speak with the Council as MBC had declined to send a Planning Officer as requested on 05/12/11 Minute Page 1115 paragraph 2. After much discussion a majority of Councillors agreed that a meeting should be arranged. Councillors Paul Kelly and Butcher abstained.

11. Surrenden Playing Field Group (JP, TB, BM, AS, JR) Next meeting TBA Report of 07/01/12 meeting was noted and uploaded at <http://www.staplehurstvillage.org.uk/others.aspx> Councillor Burnham commented that before major investment in the field was undertaken, an extension of the Lease should be agreed; and before pathways were considered, the drainage needed to be sorted. The advice of experts would be sought for the best approach.
12. Village Enhancement Group (JP, TB, PK, JB, PB, SL, PS) Next meeting? Councillor Paul Kelly reported that the **three new planter sites** would be checked with Kent Highways the next day, although Croudace homes was thought to own one of the sites. Feedback regarding the new signs was awaited. The revised draft **Toilet Cleaning Specification** was considered and after discussion it was proposed and agreed (with one abstention) to add the following:- To specify a time for evening cleaning and locking between 6-8 p.m. A sharps box to be provided on site. Tenderers to provide and evidence £1M minimum Public Liability Insurance cover. Length of Contract to be one year with option to extend if performance was good. **Community Clean Up** was being organised in consultation with MBC for Saturday 24th March 2012. Publicity and letters to local organisations were being sent out.
13. Diamond Jubilee Plans (BM,SL,AS,PS) Next mtg 18/01/12 http://www.staplehurstvillage.org.uk/jubilee_celebrations.aspx Fund-raising events 4th February and 3rd March 2012 were noted. Councillors noted that clarity was needed regarding finances and expectations of the Jubilee Planning Group and the Council. A long discussion took place and the following agreement was reached; the Clerk to write to the Jubilee Planning Group to confirm the Council's agreement to contribute a maximum of £600 towards the Souvenir Brochure (format and content to be agreed with no advertising). Chairman to write a foreword. Brochure to be delivered to all homes in the Parish with Village Update w/c 14th May (provided copy deadline was met). Councillors agreed to drop the idea of organising a Beacon. The Council would not be held responsible for the hall hire costs of fund-raising events. It was considered that such events should be self-financing. The Council would cover the water and electricity supply costs from the Surrenden Pavilion as may be required during the Jubilee weekend.

Councillor John Reardon left the meeting at this point.

14. Uprockin 2012 – (JP, PB) Next meeting 29/01/12 Councillor Butcher gave a verbal report of meeting held on 13/01/12 with MBC Officer Sarah Shearsmith. MBC had agreed to combine the usual Maidstone annual event with and at Staplehurst on 23rd June 2012. Funding had been agreed by MBC and Golding Homes, other funding bids were being made. A mini-bus would be provided to transport skaters between Maidstone and Staplehurst. It was anticipated 1,500 people could attend if the weather was good and volunteers would be needed to help around the site. Village Groups would be invited to support. First Aiders had been booked through the Red Cross. It was agreed to obtain quotes for the repainting of the skatepark to be carried out one week before this event. Members of the Village Enhancement Group to check the condition of the skatepark and recommendations of the RoSPA Inspection.

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
2. Village Sports & Social Club (PB) Next meeting? AGM Minutes 20/11/2011 at http://www.staplehurstvillage.org.uk/ot_hers.aspx
3. Headcorn Aerodrome Consultative Committee (JP, BM) Next meeting 13/03/12 Previous reports at http://www.staplehurstvillage.org.uk/headcorn_aerodrome.aspx
4. Jubilee Field Management & Users Group (JP, TB, JK) Next meeting ? Previous reports at http://www.staplehurstvillage.org.uk/jubilee_fields_users_group.aspx The Clerk reported that the new sewage pump had been installed at Jubilee Field.
5. KALC Area Committee (JP, PB, RS, PS) Next meeting? Previous reports uploaded at http://www.staplehurstvillage.org.uk/kent_association_of_local_councils.aspx Chairman Perry commented that he would be meeting again with Borough Councillor Wilson and MBC Officer Ryan O'Connell to check out the revised proposals for the Parish Services Scheme, which would be considered by MBC Scrutiny Committee on 7th February.
6. McCabe Day Centre (JB) Next meeting 19/01/12. Reports uploaded at 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
8. Police/Parish Liaison (PB, PS) Next meeting 22/02/12. Reports uploaded at http://www.staplehurstvillage.org.uk/police_liaison.aspx
9. Sobell Cheshire Home (JP) Next meeting? When available reports 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 25/01/12 Report of meeting on 27/10/11 at 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 made available the reports of previous meetings will be uploaded at 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 Councillor Butcher reported that Voluntary Action Maidstone intended to use the Club facilities for their Brighter Futures programme exercise classes. VAM would also be working with the Library and may provide a mini-bus to a supermarket.

Chairman.....

PUBLIC FORUM: No issues were raised.

POLICE REPORT – The Chairman read out PCSO Pete Gardner's report on the reportable crime figures from the last meeting to date. A total of five crimes; 2 criminal damage, 1 burglary, 1 attempted theft from motor vehicle and 1 theft.