

Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 31st January 2018 at 7.30pm in the Booth Hall.

The Chairman welcomed all present and stated that the meeting was being recorded.

Cllr Powell welcomed the Worshipful Mayor of Maidstone, Cllr Malcolm Greer and the Lenham Parish Council representative Cllr R Greenwood.

Community Warden: Martin Sherwood reported on the damage at the railway station, which is being investigated by the British Transport Police. He also informed all present of the issues relating to rogue traders and asked that residents exercise caution by checking out of the window before answering the door. Martin reminded all present that he is happy to be present if anyone is to meet with a tradesman. He also reported that KCC are currently recruiting for a Community Warden in the Tonbridge & Malling area, further details can be found on their website.

Public Discussion

There was no public discussion

1. **Present**

Cllr E Powell, Cllr G Dean, Cllr F Stanley, Cllr T Sams, Cllr J Sams, Cllr V Foster, Cllr J Moore, Lenham Representative Cllr R Greenwood, Community Warden Martin Sherwood, Kent County Cllr Shellina Prendergast (from 8.40pm), RFO Mr M Cuerden and the Clerk, Mrs A Broadhurst.
7 Members of the Public

2. **Apologies for absence**

Cllr T Griffiths

3. **Guest Speaker - The Worshipful Mayor of Maidstone, Cllr Malcolm Greer**

Cllr Greer gave some background into the work he completed as the Cabinet Member for the Regeneration of Maidstone, which included the work along the High Street. He spoke about the three charities that he is supporting whilst Mayor. These are Kent Lung Awareness, Maidstone Sea Cadets and The Blackthorn Trust. He has also helped raise funds for the Maidstone Arts Council; the total amount raised for the charities to date is £150,000. The Mayor then proceeded to don a Cleopatra wig (for the rest of the meeting) as Councillors had offered to make a donation to his charities.

4. **Minutes of the last meeting**

Parish Council Meeting 29th November 2017 - The minutes were proposed as accurate by Cllr Dean, seconded by Cllr Foster; with 5 in favour and 2 abstentions.

5. **Disclosures and confidential items**

Changes to the Register of Interests

Cllr T Sams reported that he will need to complete a new Register of Interest as he is no longer the owner of 1 Quested Way.

Cllr J Sams reported that she will need to complete a new Register of Interest as she is no longer the owner of 1 Quested Way.

Declarations of Pecuniary Interests

No Declarations of Pecuniary Interest

Requests for Dispensation

No requests were submitted.

6. **Planning**

6.1 The current planning applications were noted.

6.2 The approved applications were noted.

6.3 The refused applications were noted.

6.4 The withdrawn applications were noted.

6.5 Other Planning Matters:

It was noted that The Mellows planning application is to be discussed at the Planning Committee meeting on the following evening.

7. **Communications**

7.1 Recommendations from the Communications Committee:

There were no recommendations.

7.2 Other Communication Matters:

There were no matters to discuss.

8. Environmental

8.1 Environmental Minutes: The minutes were proposed as accurate by Cllr Stanley and seconded by Cllr Dean (Councillors who are members of the Committee)

8.2 Recommendations from the Environmental Committee:

- Amenity Contracts - Acceptance of Open Spaces Contract bids: The Amenity Manager reported that, at the recent Environmental Meeting, it was agreed that Councillors would recommend to Full Council that the cheapest tenders for each contract be accepted. This would result on the following:
Contractor A (Maidstone Landscape Services) being awarded Woodlands Walk, the Medical Centre and the refurbishment of the benches.
Contractor B (Kent Valley) being awarded the War Memorial area and roadside verges.
Contract E (J B Landscapes) being awarded the Burial Ground/Garden of Remembrance and the Glebe Field.
It was proposed by Cllr Dean that the cheapest quotes be accepted for the period 2018-2020, this was seconded by Cllr Stanley, with all in favour.
Cllr Stanley thanked the Amenity Manager for all of his work on the tendering of the contracts.
- Purchase of an aerator for the lake:
The Amenity Manager reported that two aerators have been purchased by the residents living around the lake and a third (second hand) unit can be purchased by the Parish Council at a cost of £800. It is likely that the cost of running the unit will be approximately £300 a year and this would be arranged through Pilgrims Lakes Management Ltd. It is thought that this, along with the outstanding treatment on the lake, should assist greatly with keeping the lake clear. It was proposed by Cllr Stanley to purchase the second-hand aerator and this was seconded by Cllr Dean; with all in favour.

8.3 Other Environmental Matters:

There were no further matters to discuss.

9. Finance

9.1 The Income/expenditure finance sheets were proposed as accurate by Cllr T Sams and seconded by Cllr Foster; with all in favour.

9.2 F&GP Minutes: The minutes were proposed as accurate by Cllr T Sams, this was seconded by Cllr Foster; with 4 in favour and 3 abstentions.

9.3 Other Financial Matters:

- Budget & Precept for 2018/2019: The Clerk reminded all present that the proposed budget and Precept for 2018/19 had already been circulated to all Councillors. The proposed recommendation is that the precept requirements for 2018/19 is £117,723 resulting in a precept of £94.72 per Band D property, which equates to an additional 14.55p per week. It was proposed by Cllr Foster that the precept for the forthcoming year be set at £117,723, an annual increase of £7.56 per Band D household. This was seconded by Cllr Dean, with all in favour.

10. Highways

Cllr J Sams informed all present that potholes continue to be reported and it has been noted that more residents are now using the Kent Highways 'Report a Fault' website. The Clerk gave a brief update on the A20 improvement scheme and it was thought that the consultation with residents will take place in March. It was also noted that Kent Highways will be out to rectify the block drains under the bridge on the A20 on the following day.

- Church Road Footpath: Cllr T Sams and the Clerk reported that a meeting had taken place with Jennie Watson from Kent Highways and she had confirmed that Amey are no longer employed as their contractor, so this removes the issue with the liability clause in the contract letter which the Parish Council needed to sign. It was noted that Kent Highways will not fund this project and so money had had to be set aside within the precept. Highways will investigate land ownership along Church Road and then the Parish Council will need to hold a consultation with the residents. Once this is completed a design can be drawn up for the path on the Lakeland side of Church Road. The other side (by the Booth Field and Village Hall) will be the second phase and will be more complicated. Cllr T Sams stated that this could be budgeted for in the following financial year (2019/2020). It was noted that the street lighting will also need to be upgraded along the road and this would be included in the design.

11. Lenham Parish Council

Cllr Stanley had circulated a report to all Councillors before the meeting. The items discussed at Lenham's January meeting had included the following:

- The progress of their Neighbourhood Plan
- Concerns relating to the future of Lenham Library
- The possibility of planting 30 native trees around the boundary of Lenham cemetery

The Lenham Representative, Cllr Greenwood, spoke about the rising cost of their Neighbourhood Plan, with a further £35,000 being set aside for planning consultant fees. They are hoping to go to Regulation 14 at the end of

April, with the Plan being completed by the end of the year. It was noted that, with the additional 1,500 homes, parking is becoming an issue in the village. Cllr Greenwood also reported on the situation with Lenham library. KCC have said that they are adamant that they are only looking at the feasibility of moving the library to a more appropriate building and are prepared to modernise the library, if it ends up staying at its current location.

12. Use of the Glebe Field for Parking for the Bluebell Walk (6th May 2018)

The Clerk reported that she had received the annual request from the Heart of Kent Hospice for use of the Glebe Field for parking for the Bluebell Walk. This year it is to be held on the 6th May and they would require the field to be unlocked from 8am to 4pm. The use would have the usual caveats attached with regards to reinstatement if any damage was caused. It was proposed by Cllr J Sams and seconded by Cllr Dean to approve the use of the field.

13. Speedwatch

Cllr J Sams reported that a meeting has taken place with only 4 residents attending from across both Lenham and Harrietsham Parishes. There are two options moving forward either to contact the company for service and check (the cost of this is currently unknown although a new battery would cost £200 if equipment is repairable) or to purchase new equipment at a cost of £1,800 (+vat). The cost would be split between the PCC and both Parishes. This would result in the Parish Council putting £450 towards the cost. It was noted that a minimum of 10 volunteers are needed to get the scheme up and running. Cllr Greenwood stated that he would have this item added to the next Lenham Parish Council's agenda so that they can try to find some additional volunteers.

14. Purchase of a Lift for the New Parish Office

It was noted that Cllr Stanley had circulated a very detailed report into the 6 companies that had been approached to supply a lift for the new Parish Office. There were three types of lift to be considered: hydraulic drive system, chain drive system or screw & nut drive system. There will need to be some building work, with any of the 6 companies, as the space that had been provided for the lift was not quite big enough. It was noted that a hydraulic lift would require an additional box to be housed on a wall close to the lift, which could take a weight of 75kg. Cllr Stanley informed all present that he would like to request a second meeting with the preferred company before the order is placed, to give him the opportunity to discuss a number of points with them. After brief discussion it was proposed by Cllr T Sams that Invalifts Ltd be employed to install a chain drive lift at a cost of £14,250, subject to Cllr Stanley being satisfied following a further meeting. This was seconded by Cllr Dean, with all in favour. The Clerk then asked Councillors to consider agreeing a sum of money for the necessary building work so that work can be started as soon as possible. It was proposed by Cllr J Sams to set aside £5,000 to complete the necessary building work. This was seconded by Cllr Dean with all in favour. Cllr Dean then expressed thanks to Cllr Stanley for all of his hard work on this project.

15. Purchase of Carpets for the New Parish Office

Cllr Dean reminded all present that she had previously circulated a report on the three companies that she had approached to quote for the carpets required in the new Parish Office.

Contractor A quoted £3480.86 inc. VAT

Contractor B quoted £1982 inc. VAT

Contractor C quoted £2380 plus VAT (£2856 inc. VAT)

It was proposed by Cllr Dean to accept the quotation submitted by Contractor B (Designer Contracts) at a cost of £1,982 (inc. vat). This was seconded by Cllr Foster, with all in favour.

16. Request from the JPG for Funding to be set aside for Legal Advice for undertaking a Judicial Review relating to Woodcut Farm

The Clerk reported that an email had been circulated from the Joint Parish Group (JPG) which detailed the issues relating to the planning application for Woodcut Farm (at Junction 8 of the M20). An application was refused in July 2015 and then by the Planning Referrals Committee in May 2017. It is now set for a Public Inquiry in February this year. A second application was then submitted with a 3% reduction in developed area, which was subsequently approved by the Maidstone Borough Council Planning Committee. CPRE-Kent are looking to mount a legal challenge via a judicial challenge and the initial costs are likely to be in the region of £7,500. The CPRE board has agreed to put forward £2,500 and they are hoping that other parties will assist with the outstanding cost. It was noted that there have been some generous individual donations and the JPG are now asking Parishes to assist. The request is as follows:

- That the Parish Council set aside £750 towards the initial investigation and advice
- Budget a contingency sum to deal with a high court review

It was proposed by Cllr Powell that £750 should be set aside, as request by the JPG, and this was seconded by Cllr Dean; with all in favour. Councillors felt that it was impossible to set aside a contingency sum for the high court review without any idea of the possible cost. The Clerk reported that a JPG meeting has been arranged for Wednesday 7th February at 7.30pm in The Tudor Park hotel and asked for two Councillors to attend. It was likely

that this matter would be discussed at the meeting and a decision could then be made at a future Parish Council meeting. It was agreed by all present that 2 Councillors would attend.

17. Annual Parish Meeting Venue

The Clerk reminded all present that the Annual Parish Meeting will be held in St John the Baptist's Church on the 25th April at 8.00pm (after the shorter Parish Council meeting that will commence at 6.30pm). It was noted that the speaker for this year will be a representative from KCC Fostering Services. The Clerk asked Councillors whether they wanted to offer tea and coffee refreshments, which was agreed by all present. The Clerk also asked whether the Councillors wished to have the booklet for all groups to add a piece to and this was confirmed by all present.

18. Renewal of Annual Membership to CPRE

The Clerk reported that the annual subscription to Campaign to Protect Rural England (CPRE) is now due for renewal at a cost of £36.00 (unchanged from last year). Cllr T Sams proposed that the subscription be renewed, this was seconded by Cllr J Sams; with all in favour.

19. Future Events

Every Saturday - 'Get Active' on the Glebe Field from 9am

20. Items for Future Consideration

Parking Around Harrietsham School - Cllr Griffiths

(The Clerk reported that the above item should have been discussed at this meeting but had been deferred until the February meeting, as Cllr Griffiths had given apologies.)

21. Date of next meeting

Full Parish Council Meeting - **Wednesday 28th February 2018** from **7.30pm** in the Booth Hall

With no further matters to discuss, the meeting was closed at 8.55pm.

Cllr Powell invited all present to stay for refreshments.