

Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 24th November 2021 at 7.30pm in
St John the Baptist church

Cllr Dean welcomed all present to the meeting. It was noted that Jackie Moore is no longer a Councillor, having been automatically disqualified for nonattendance.

Martin Sherwood reminded all present that, following the recent reports on Facebook of antisocial behaviour, all incidents must be reported to Kent Police on 101; otherwise there is no record to suggest that greater police presence is required. A resident added that, whenever she has seen the youths on the green, they have always been polite and not causing any problems.

1 Present

Cllr G Dean, Cllr F Stanley, Cllr V Foster, Cllr C Roots, Cllr S Luck, Cllr T Griffiths, Cllr T Sams and RFO/Amenity Manager Mr M Cuerden, Community Warden Martin Sherwood
1 Member of the Public

2 Apologies for absence

Cllr E Powell, Cllr J Sams, Cllr R Dayes, County Cllr Prendergast

3 Minutes of the last meeting

Parish Council Meeting 27th October 2021 - The minutes were proposed as accurate by Cllr Foster, seconded by Cllr Roots; with 5 in favour and 2 abstentions.

4 Disclosures and confidential items

Changes to the Register of Interests

There were no changes.

Declarations of Pecuniary Interests

There were no declarations.

Requests for Dispensation

No requests were submitted.

5 Planning

5.1 The outstanding planning applications were noted. The Clerk asked members of the Planning Committee to send in their comments for the applications still outstanding.

It was noted that the Clerk had received an email to inform her that the TPO application for 5 Pilgrims Lakes (21/506127) will be withdrawn by the Planning Officer, as the resident has been given permission to carry out the work under a 5-day notice, due to the tree being diseased and dangerous. A suitable replacement must then be replanted.

5.2 The approved applications were noted.

5.3 Other Planning Matters

- Local Plan Regulation 19 Consultation - It was noted that the deadline for response is Sunday 12th December, therefore the Parish Council response will need to be submitted by Friday 10th.

Cllr T Sams requested that a letter be sent to MBC asking them to extend the consultation until 4th January 2022, to allow a greater opportunity for local representations to be made; especially as the documents are so complex. He detailed other MBC consultations which had a longer response time (Dog Controls in Public Open Spaces - over 8 weeks, the Draft Housing Strategy - 7 weeks & Future Use of Archbishop's Palace - 7 weeks 3 days). This was agreed by all present.

ACTION: Clerk

Cllr Stanley questioned whether the MBC Local Plan review is a waste of time and money as it has been reported that Michael Gove MP intends to revisit local planning policies. Cllr Dean added that the Prime Minister has recently said that housing will not be built on greenfield land.

6. Environmental

6.1 Minutes of the Meeting held on 19th November - The minutes were proposed as accurate by Cllr Stanley, seconded by Cllr Luck; with 3 in favour (those present at the meeting).

6.2 Recommendations from the Environmental Committee:

- **Glebe Field bench:** Following complaints from local residents it was proposed by Cllr Roots to move the bench to the other side of the field (opposite the war memorial). This was seconded by Cllr T Sams, with all in favour. Councillors asked for £950 to be set aside, so that this work can be completed as soon as possible. The Amenity Manager will speak to the incumbent contractor. **ACTION: Amenity Manager**

- **Commemorative Trees in New Burial Ground & Garden of Remembrance** - It was proposed by Cllr Foster to ask JB Landscape to complete a tree survey for the commemorative trees that should be in the Garden of Remembrance and New Burial Ground at a cost of £320. This was seconded by Cllr Luck, with all in favour. **ACTION: Amenity Manager**

6.3 Other Environmental Matters

The Clerk gave some background information relating to the play area installed as part of the Saxon Place development. This is currently in the process of being transferred to the Parish Council, however it is not fit for purpose. Members of the Environmental Committee would like to look into having a proper play area or a MUGA (suggested by Cllr Griffiths). Councillors have asked whether Maria Cook, from Craigdene Ltd, can be asked to carry out a site visit to look at what the options would realistically be. This was agreed by all present. (Maria had overseen the upgrade completed to the Glebe Field play area.) **ACTION: Clerk**
It was noted that there is s106 and CIL money available towards the project. Cllr Luck queried whether there was any funding available from MBC and the Clerk confirmed that she had recently investigated this and it has been confirmed that there is no money left, even for strategic play areas such as Harrietsham.

7. Finances

7.1 Income and Expenditure spreadsheets - The finance sheets were proposed as accurate by Cllr Griffiths, seconded by Cllr Foster; with all in favour.

7.2 Minutes of the Meeting held on 11th November - The minutes were proposed as accurate by Cllr Roots, seconded by Cllr Foster; with 4 in favour (those present at the meeting).

7.2 Recommendations from the F&GP Committee:

- Grants & Donations:
Harrietsham Fish Scheme: Requested £600 (Recommendation from F&GP to offer £500)
Harrietsham PCC: Requested £655
Friday Coffee Morning: It is hoped that the Coffee Morning will recommence in the New Year and the group have asked whether the Parish Council would consider covering the Hall rental charge, as has happened in previous years.
It was proposed by Cllr Foster to approve the grant requests (with the Fish Scheme amendment), seconded by Cllr T Sams; with all in favour.

8. Highways

A report had previously been circulated. Cllr J Sams has been asked to look into a grit bin at Taylor Close, as the junction of East Street and Taylor Close is particularly difficult to navigate in poor weather conditions. Sanctuary Housing has been contacted to see if they can contribute to the cost and they have subsequently offered £200. Cllr T Sams asked, if this sum is not enough, whether the Parish Council would make up the shortfall. All Councillors were in agreement, as it was felt that it would be a small sum required. The Clerk offered to contact the Highways Steward to find out how to progress this. **ACTION: Clerk**

- Church Road: A survey has been completed in the past week, however there was an emergency road closure. It is not known yet how much this will affect the data collected.
- Lorry Watch: The risk assessment and method statement has been sent to KCC. The Clerk confirmed that the volunteer list and H&S check sheets need to be submitted before the scheme can be progressed.

ACTION: Cllr T Sams

The Clerk added that GDPR forms should be completed, as the volunteers' details will need to be passed to KCC, and offered to produce one for Cllr Sams to use. **ACTION: Clerk**

It was noted that a large white van has been reported to the Community Warden as it is frequently parked in Fairbourne Lane, obstructing the large 'Unsuitable for HGVs' signs in the entrance to the road. He has confirmed that it is road legal and it is hoped that the owner can be located to discuss finding an alternative parking solution.

- Proposed 20mph Speed Limit for West Street and Surrounding Roads: The Parish Council is to carry out a 2 week informal consultation with resident. It was agreed that this should run from the Monday 10th January 2022 (for 2 weeks) with details being posted on the noticeboards, website and Facebook. The Clerk added that the responses will need to be via email or letter to the Parish Office, comments on social media will not be included for consideration. Responses by email need to have the subject heading **"Proposed 20mph Speed Limit consultation response"**

9. Santa's Grotto

Cllr Griffiths reported that 65-70 children are already booked in. The Village Hall is arranging refreshments and the Brownies are laying on activities. to keep children occupied whilst they wait. The Village Hall have offered the hall on the Saturday evening to start setting up, if no booking is received. Cllr Griffiths reminded all present that this will be taking place on Sunday 19th December.

10. Additional Defibrillator for Village

Cllr Dean reported that the defibrillator has been delivered, but that there is an 8-week delay on the cabinet.

11. Big Platinum Jubilee Lunch

Cllr Dean stated that the Big Lunch is to take place on Sunday 5th June 2022, on the Glebe Field. Cllr Griffiths was asked to speak with the school to borrow tables and chairs. There will be a cake stand, raffle and dog show.

12. Lighting of the Beacon & Piper for the Queen's Platinum Jubilee

The Clerk reported that the timings for this are being changed, with the Toast Master planning to confirm this in the New Year. It is likely that the timetable will now be:

Pipers performing at 9.35pm, Buglers at 9.40pm and the lighting of the beacon with Choir (if arranged) at 9.45pm (on Thursday 2nd June 2022).

The Piper will need to be informed of the new time.

ACTION: Clerk

Cllr T Sams mentioned that there is a bugler in Lenham and he was asked to look into this further.

ACTION: Cllr T Sams

13. Climate Change

Cllr T Sams had circulated a report before the meeting and asked whether anyone was available to attend the KALC virtual Climate Change Conference on Zoom on 15 December. Cllr Foster confirmed that she is happy to attend this and the Clerk will book a place.

ACTION: Clerk

Cllr T Sams again asked that the various Parish Council Committees review their responsibilities and investigate any changes required.

14. Parish Cluster Meeting

It was noted that Cllr Powell had given apologies for the meeting, therefore this item would need to be deferred until the January meeting.

15. Future Events

Santa's Sleigh - 3rd December (starting at the school at 5pm and working around the village)

Soup Saturday - 11th December (St John the Baptist Church 12 - 2pm)

Christmas Carols with the Salvation Army Band - 17th December (St John the Baptist Church 7.30-8.30pm)

Santa's Grotto - 19th December (Village Hall from 10am) **PLACES MUST BE BOOKED IN ADVANCE**

Carol Service - 19th December (St John the Baptist Church 6.30pm)

Queen's Platinum Jubilee Weekend in June 2022, with Beacon, Piper and Big Lunch

16. Items for Future Consideration

Queens Platinum Jubilee Celebrations (Beacon, Piper & Big Lunch) - March Agenda

17. Date of Next Meeting - Wednesday 26th January 2022 at 7.30pm in St John the Baptist Church

(No meeting in December)

With no further matters to discuss the main meeting was closed at 8.35pm.

Public Discussion

A resident spoke about wishing to set up a Neighbourhood Watch group in the Chantry Green development and detailed the issues he is currently having. Cllr Stanley informed all present that a Kent Police representative had attended a recent KALC meeting to discuss the Neighbourhood Watch Scheme. The Clerk offered to investigate this further and update the resident accordingly.

ACTION: Clerk

Cllr Dean added that he may wish to have a stall at the Big Lunch to promote the scheme and the resident confirmed that this would give him enough time to try to get something set up first.

Minutes of Confidential Agenda Item 18 (Medical Centre) will be filed with a signed copy of these minutes.