

Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 28th November 2018 at 7.30pm
in the Booth Hall.

The Chairman, Cllr Powell, welcomed all present to the meeting.

Community Warden Report: Martin Sherwood reminded all present to be extra vigilant in the lead up to Christmas, checking that homes and cars are locked properly. He reported on a website called Immobilise where residents can log their valuable items so that, in the event that they are stolen, they can be reunited with them if recovered.

Public Discussion

A resident commented on the recently cut hedges in Holm Mill Lane. Cllr T Sams offered to investigate this further.

ACTION: Cllr T Sams

A resident queried whether there was any update regarding the expansion of the doctor's surgery and the Clerk responded that the Parish Council had not received any update from the new Practice Manager.

A resident reported that the height restriction warning sign (Maidstone bound) is flashing continuously. After brief discussion it was agreed that this should be reported on the KHS website.

ACTION: Clerk

A resident reported that the litter pickers had enjoyed the lunch arranged by MBC and they had had a tour of the Town Hall. Around 90 people attended from local Parish Councils.

1. **Present**

Cllr E Powell, Cllr G Dean, Cllr J Sams, Cllr T Sams, Cllr V Foster, Cllr J Moore, Cllr F Stanley, Cllr C Roots, RFO Mr M Cuerden, Community Warden Martin Sherwood and the Clerk Mrs A Broadhurst.
3 Members of the Public

2. **Apologies for absence**

Cllr T Griffiths

3. **Minutes of the last meeting**

Parish Council Meeting 31st October 2018 - The minutes were proposed as accurate by Cllr Dean, seconded by Cllr Roots; with five in favour and two abstentions.

4. **Disclosures and confidential items**

Changes to the Register of Interests

No changes were submitted.

Declarations of Pecuniary Interests

Cllr Roots - Agenda Item 7.1 (Other Financial Matters - Grants & Donations) as he is the Treasurer of Harrietsham in Bloom and submitted the grant application form.

Requests for Dispensation

No requests were submitted.

5. **Planning**

- 5.1 The current planning applications were noted.
- 5.2 The approved planning applications were noted.
- 5.3 The refused planning applications were noted.
- 5.4 Other Planning Matters:

The Clerk reported that there will be a planning meeting at 9.30am on Friday 7th December.

6. **Environmental**

- 6.1 Minutes from the Meeting held 15th November: The minutes were proposed as accurate by Cllr Stanley and seconded by Cllr Dean (the two Councillors present at the meeting).

- 6.2 Recommendations from the Environmental Committee: There were no recommendations.

- 6.3 Other Environmental Issues:

Cllr Dean reported on Teers Meadow. Mike Phillips, who is assisting with obtaining grants as Sally Evans is unwell, is aiming to submit a grant application to the Heritage Fund for £40,000. The closing date is in January and a decision should be reached in 8 weeks. A further meeting needs to be arranged before Christmas.

Cllr J Sams reported on an ongoing sewage issue in East Street, which may be linked to the Crest Nicholson site. Southern Water have attended the property 3 times and the issue has arisen again. Cllr J Sams has discussed this with MBC, who are going to make contact with the resident and Crest Nicholson. The Clerk reported that she had asked a village handyman to quote for painting the Harrietsham Parish Council lettering on the top of the noticeboard in West Street, this is obviously a job to be completed in the Spring. A quote of £100 had been received and it was proposed by Cllr J Sams to accept the quotation. This was seconded by Cllr Dean, with all in favour.

7. Finance

- 7.1 The Income/expenditure finance sheets were proposed as accurate by Cllr Foster and seconded by Cllr Dean, with all in favour.
- 7.2 Minutes from the Meeting held 15th November: The minutes were proposed as accurate by Cllr T Sams and seconded by Cllr Dean; with 3 in favour and 1 abstention.
- 7.3 Grants & Donations (Recommendations from the F&GP Committee):
The following grants were proposed by Cllr T Sams and seconded by Cllr Foster; with all in favour:
- | | |
|----------------------------|-----------------------------------|
| Harrietsham Fish Scheme | (£600) |
| Friday Coffee Morning | (£750 approx. figure - hall hire) |
| St John the Baptist Church | (£1,010) |
| Baby & Toddler Group | (£400) |
| Booth & Baldwin Trust | (£1,000) |
- The following grant was proposed by Cllr T Sams and seconded by Cllr Foster; with 7 in favour and 1 abstention:
- | | |
|----------------------|--------|
| Harrietsham in Bloom | (£500) |
|----------------------|--------|
- 7.4 Additional Grants & Donations:
The following grant was proposed by Cllr Dean and seconded by Cllr Foster; with all in favour:
- | | |
|---------------|--|
| The Big Lunch | (£250 - receipts to be given to the RFO) |
|---------------|--|
- The RFO had asked that the grant for the Playscheme be deferred until January as the applicant had been unable to supply all of the information requested. This was agreed by all present.
- 7.5 Further Recommendation from the F&GP Committee: The History Society had requested reimbursement of £1,600 for the brick paving project at the War Memorial, as the project had over run. It was proposed by Cllr Roots to reimburse the additional funds. This was seconded by Cllr Moore, with all in favour.

8. Highways

- 8.1 Highways Issues: Cllr J Sams reported on the following points:
- A litter picker had asked whether a "Keep your village clean" sign could be installed and Cllr Stanley suggested that this could be fixed below the 'Welcome to Harrietsham' sign. There was brief discussion as to whether this should be fixed or a moveable sign. Cllr T Sams offered to investigate this further. **ACTION: Cllr T Sams**
 - KHS has reported that they will not be installing tactile paving on Armistice Way, as the path doesn't lead anywhere with a hard surface.
- Cllr T Sams reported that he had had to remove a salt bin from St Welcomes Way, sometime ago, as it kept being moved into the road. He would now like to replace this, but it needs some salt in it to weigh it down. He asked whether he could purchase a few bags of salt from a DIY store and all Councillors were in favour of this. Cllr Powell added that KHS may have a small amount that they can put in for now and he offered to discuss this further with Cllr T Sams. **ACTION: Cllrs T Sams & Powell**
- Cllr T Sams reported that a resident had asked whether a bus shelter could be added at the bus stop close to Baileys Court. He is to investigate this further with Jennie Watson from KHS. **ACTION: Cllr T Sams**
- Cllr Stanley reported on the reoccurring pothole outside the development site in Church Lane. It was agreed that this should be reported to KHS again. **ACTION: Clerk**
- Cllr Roots queried whether anything had progressed with the 'walkers in road' warning signs for Holm Mill Lane and Cllr J Sams reported that this needed to be investigated further.
- 8.2 Church Road Footpath: Cllr T Sams reported that he is awaiting a further response from Jennie Watson, from KHS.
- 8.3 Parking around Harrietsham Primary School: The Clerk reported that around 60 children had taken part in the competition and that three pictures have been chosen. Cllr Griffiths had obtained a quote for banners; 5ft x 3ft - £30 or 6ft x 4ft - £42.06. The Clerk reported that Cllr Griffiths would like to have all three made into banners (if possible) so that the school can change them over every so often. Cllr J Sams queried whether the printers would be prepared to sponsor them and the Clerk offered to discuss this with Cllr Griffiths. Councillors also agreed that the banners should show that this competition was in conjunction with the Parish Council and the logo should be included. Cllr Roots queried whether a frame would be required and the Clerk stated that she would need to discuss this with Cllr Griffiths. **ACTION: Clerk & Cllr Griffiths**
- All Councillors were in agreement that the larger banners should be purchased at a cost of £126.18 (if all three drawings can be used). Councillors also requested that the children are thanked for participating in the competition, with something being added in Network. **ACTION: Clerk**

9. Lenham Parish Council

A report had previously been circulated by Cllr Stanley, who commented that it would be good if County Cllr Prendergast could attend meetings, as she appears to be well versed with regards to new developments. Cllr Powell remarked that County Cllr Prendergast has 18 Parishes in her area.

10. Speedwatch

Cllr T Sams reported that Platts Heath are using the equipment and, currently, there are no volunteers in Lenham and two trained in Harrietsham. Training is to be arranged with Alan Watson and the previously validated sites in the village need to be confirmed. There was brief discuss about Speed Indication Devices (SIDs).

11. Street Names for Mayfield Nursery Development Site

After discussion the following names were chosen for the various roads within the site:

Dark Blue	Mayfield	Blue	Hilton Road
Green	Putland Place	Yellow	Francis Moody Way
Orange	William Leaney Close		

If only one road could be used in the yellow/orange area it was agreed that the road would be named Francis Moody Close.

The Clerk reported that there will be an extension to this development site, as a further application had recently been approved. She asked whether Councillors wished to choose a name, as a further request would be likely in the near future. All Councillors agreed that, if a further street name is required, it should be Fairall Close. This list of street names was proposed by Cllr T Sams, seconded by Cllr Roots; with all in favour.

12. Security System for the Parish Office

The Clerk reported that, with Cllr Stanley, she had met with four companies to obtain quotes for an alarm, CCTV, buzzer entry and panic alarm for the new Parish office. Whilst a specification document had been supplied, all of the companies had come back with slightly different equipment. All of the information had been circulated in a spreadsheet, with an additional document detailing some additional points. It was proposed by Cllr Dean to accept the quotation supplied by Company 4 of £4,432.78. This was seconded by Cllr Roots, with all in favour. The Clerk then reported that Company 4 is Astra Security Systems and their ongoing annual maintenance costs had been one of the cheapest at £399.95.

13. Additional Work Required at the Parish Office

The Clerk reported that Astra Security Systems had highlighted the need for a lock to be fitted on the cupboard where the CCTV hard drive is to be situated. The Clerk had previously asked a local handyman to quote for fitting a lock to the internal office door and he had quoted £170. As the lock for this door would be the same, the price would simply double. Astra Security Systems had quoted £187.58 per lock. It was purposed by Cllr Moore to ask the local handyman to complete the work, this was seconded by Cllr Stanley; with all in favour. It was noted that this needs to be completed promptly before the alarm installation.

The Clerk also reported on the footpath issue leading up to the front door of the building. There is a dangerous slope and the handyman was asked to quote for a handrail to be installed. He has quoted £159.00 to install a 1m galvanised handrail, which will be concreted in with the paving slab being cut to refit afterwards. It was proposed by Cllr J Sams for this quote to be accepted. This was seconded by Cllr Powell, with all in favour.

14. Future Events

30th November (5.45pm onwards) - Santa's village visit

1st December (12 - 3pm) - Harrietsham School's Christmas Fair

15th December (7 - 8pm) - Carol Concert, with the Salvation Army Band, outside St John the Baptist Church

15th & 16th December - Crib Festival at St John the Baptist Church

16th December (6pm) - Carol Service at St John the Baptist Church

15. Items for Future Consideration

There were no further items.

16. Date of next meeting

Full Parish Council Meeting - **Wednesday 30th January 2019** from **7.30pm** in the Booth Hall

With no further matters to discuss the meeting was closed at 9.00pm.

During Public Discussion a resident queried the naming of the roads in the Mayfield Nursery site. Another resident thanked whoever had repaired the seat outside the Post Office.