

# Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 27<sup>th</sup> June 2018 at 7.30pm in the Booth Hall.

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

Community Warden: The Community Warden reported that he has forwarded heatwave information to the Clerk for information. This includes details of who to contact if there are concerns regarding the elderly or vulnerable. If a dog is left in a car, authority needs to be sought from the Police (999) before gaining access to the vehicle.

Cllr Stanley reported that he had been made aware of a possible attempted dog napping in Lenham and Martin confirmed he had been informed.

## Public Discussion

A resident raised concerns that trees are being removed on the Mayfield Nursery site and the felled vegetation has been left on the verge, which will make it difficult for the contractors to cut. Cllr T Sams commented that he would contact the case officer and would also try to meet with the Site Manager as it is helpful to have a good working relationship from the start.

**ACTION: Cllr T Sams**

A residents asked whether the 15 minute public discussion at the end of the meeting could be reintroduced. The Clerk commented that this would need to be an agenda item, if Councillors wished, for further discussion.

A resident commented that the vegetation from the Harrietsham boundary (on the A20) through to Lenham is quite overgrown in places and covering the footpaths. Cllr Walmsley, from Lenham Parish Council, stated he would report this to the Council.

A resident asked that the Parish Council contractor be instructed not to cut the grass outside his property, as he has a contractor of his own. The Amenity Manager started that he would contact the contractor to discuss this with them.

**ACTION: Amenity Manager**

## 1. **Present**

Cllr E Powell, Cllr G Dean, Cllr J Sams, Cllr T Sams, Cllr T Griffiths, Cllr F Stanley, Cllr V Foster, Cllr Moore (from 7.48), RFO Mr M Cuerden, Lenham Parish Council Representative Cllr A Walmsley, Community Warden M Sherwood and the Clerk Mrs A Broadhurst.

4 Members of the Public

## 2. **Apologies for absence**

County Cllr S Prendergast

## 3. **Minutes of the last meeting**

Parish Council Meeting 30th May 2018 - The minutes were proposed as accurate by Cllr Dean, seconded by Cllr Griffiths; with 6 in favour and 2 abstentions.

## 4. **Disclosures and confidential items**

### Changes to the Register of Interests

No changes were submitted.

### Declarations of Pecuniary Interests

No declarations were submitted.

### 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:

Cllr Dean reported that she had attended a CIL (Community Infrastructure Levy) meeting. Any building over 100 sq mtrs will have to pay the new levy and this is any development, not just over 10 properties as was the case with s106. This money will be transferred to the Parish Council twice a year and can be spent on anything that will benefit the village. It is payable when the application is granted unlike s106 which would be payable in parts during the occupation phase of development. It will be coming into force from the 1st October 2018. The Parish Council will receive 15% but others with a Neighbourhood Plan will receive 25%.

## 6. **Communications**

### 6.1 Recommendations from the Communications Committee:

There were no recommendations.

## 6.2 Other Communications Matters:

There were no further matters to discuss. Cllr J Sams offered thanks to the committee for their work uploading items on to the Facebook page.

## 7. Environmental

7.1 Minutes of the Meeting held on the 17th May 2018: The minutes were proposed as accurate by Cllr Foster, seconded by Cllr Dean (the only members of the Committee who were in attendance at the meeting).

7.2 Recommendations from the Environmental Committee: There were no recommendations.

7.3 Other Environmental Issues:

- **Groundworks and Fencing for New Allotments - Amenity Manager/Clerk**

The Clerk reported that the amended quotation, that he been requested by Councillors at the May meeting, had now been received. For 1.2m high fencing with 1x double and 1x single gate the cost would be £3,347.16 (+ vat). The Clerk reminded all present that £5,000 had been set aside at the last meeting. The Clerk asked whether everyone was happy with her contacting the contractor to arrange for the work to be completed and all Councillors were in agreement. Cllr Dean congratulated Cllr Griffiths for arranging the order in three weeks.

**ACTION: Clerk**

## 8. Finance

8.1 The Income/expenditure finance sheets were proposed as accurate by Cllr Foster and seconded by Cllr Dean, with all in favour.

## 9. Highways

9.1 Highways Issues: Cllr T Sams informed all present that he is currently going around the village looking for faults to be reported on the Kent Highways website. Just today he had reported between 30 and 35 issues. The Garden of England area has lots of problems that need to be addressed. There is no footpath, overgrown vegetation and white lines are required along with 'older persons' warning signs. There are now a number of businesses in the area, which are having large lorries delivering to them and these are adding to the problems. Generally, the main issues in the village are potholes, vegetation, signs and drainage. Cllr T Sams reported that the triangle of land outside of the Almshouses in East Street requires attention. Lorries are damaging the area and it needs improving, as it is in a historic part of the village. There have been problems with the Clarendon Homes site in Church Lane and the destruction of the road and footpath have been reported to Kent Highways. It was felt that the construction company should be made to pay for the repairs required. Cllr T Sams asked that all Councillors report faults in the area around their homes to share the workload and then track the repair to ensure that it is completed. The Clerk added that the Kent Highways 'Report a Fault' website is easy to use and the issue can be plotted on a map. She asked that any reference numbers be given to her and they will be added to the Parish Council spreadsheet, so that they can be easily tracked if a problem arises. **Action: All Councillors**

Cllr T Sams also reported that the block paved area outside the Church in Marley Road needs some attention and he would like to discuss with them the work required. He added that he can probably complete this himself, if they are in agreement.

Cllr Moore reported that, during the heavy rain in May, under the stage in the village hall had been flooded. She had been asked at the recent meeting to raise this with the Parish Council as Trustees had queried whether the drainage in St Welcomes Way could have contributed to this. Cllr T Sams stated that this was not the first time that under the stage had been flooded and he had checked the drains, which did appear to be blocked. He went online and this has already been reported to KHS. He added that he also checked the drains around Harrison Drive and these are clear. Cllr Powell commented that a lot of the Council's services are being used around Barming at present, as there are major issues in this particular area.

9.2 Church Road Footpath: It was agreed to include the feedback in the minutes from the consultation early this year so that all residents have the opportunity to read the findings. There were 48 responses with 40 in favour, 7 against and 1 unknown. Of those who responded, 34 used the route on a daily basis. There was overwhelming supportive for the project and the Parish Council's desire to progress with it; however there were a number of issues that need to be considered moving forward.

**1: South, under the bridge, near the old school, by the A20.** There is a consensus by those who responded that the area under the bridge needs to be addressed for the safety of pedestrians, possibly by having a footpath installed here. Whether this could be arranged by having vehicle prioritisation from the A20, or similar idea, that pedestrians need to be our prime consideration when looking at this area.

Suggested action: To ask the KCC Highways Engineers to find a way to reduce pedestrian risk at this pinch point.

**2: The proposed footpath - West side of Church Road, Lakelands side.** We received some questions to the use of the path, on this side of the road; any legalities Kent Highways would deal with. There is sufficient room on land owned by KCC for a footpath. The path would need to pass on this side before crossing over to, somewhere north of the BT box on the Booth field side of the road. The street lighting has a cost to the Parish Council already for replacement bulbs electricity etc. This will need upgrading.

Suggested action: That the KCC Highway Engineers, given the known facts, proceed with drawing up a Phase 1 design, dependent on costs, which will add in street lighting improvements (to adoptable standard).

**3: The proposed footpath - East side of Church Road, nearest Booth field,** From residents comments there is support for this, however concerns were raised about how this will affect the trees from the Booth field. There is comment about the fact the path may appear disjointed.

Suggested action: That the KCC Highways Engineers factors in the road, its width, the rise in levels of banks, the impact on the mature trees to produce a Phase 2 design.

**4:** There were other matters raised which may be able to be factored into the Phase 1 & 2 projects. These included issues with traffic and the speed of vehicles being a danger to pedestrians. A number of responders asked whether chicanes or similar build outs could be included. Whilst strictly not something that we had considered, when first discussing this two phased project, enquiries should be made to see if there are any measures that can be introduced to reduce the speed of traffic in practical terms. We have similar projects in neighbouring parishes which have allowed this, and facilitated and encouraged cycle use, and this has in addition reduced speed.

Suggested action: That the KCC Highways Engineer look at the overall designs to see whether speed reduction features can be included.

**5: Church Road North past Pilgrims Lakes, towards Court lodge Road and pedestrian safety past these points round corner towards the bottom of Stede Hill.** This was another area that received comments during the consultation. Whilst to create a footpath along this entire stretch would certainly be a substantial spend, there may be other means of ensuring pedestrian safety. Residents commented on the considerable increase in traffic, particularly from the development from Hogbarn Lane. The Parish Council should look at all necessary traffic management and signage that may help relieve these issues.

Suggested action: That the KCC Highways Engineers advise us, in the short term if we can carry out any additional actions. This may become a Phase 3 design.

**6: Flooding.** Whilst this topic was not part of the consultation, on the 29th May we experienced a devastating flood and it became apparent that the road drainage not being sufficiently well maintained to prevent flooding. Some of the drains served no useful purpose, when they were most needed, as the water appeared to bypass some of them completely. Any proposed footpath improvement or potential speed reduction features need to include any potential impact on the flow of water in these circumstances.

Suggested action: That the KCC Highways Engineers take into consideration the effect any proposed project will have on the highway drainage in the area, particularly at the junction of Harrison drive.

Cllr T Sams informed all present that, if Councillors were in agreement with the items listed above, he would wish to meet with Kent Highways to move the project forward. This would require KCC to carry out all necessary legal processes before the Parish Council commits our total initial spend to the project. Cllr T Sams stated that the footpath needs to be sustainable and workable and he proposed that the project be progressed to the next phase of obtaining drawings. This was seconded by Cllr Foster, with all in favour.

- 9.3 Parking around Harrietsham Primary School: Cllr Griffiths reported that he has some additional prizes but has been unable to find a suitable time to meet with the school to discuss the competition. He hopes to arrange this in the near future and will report back at the next meeting.

## 10. Lenham Parish Council

Cllr Dean reported that the following items were discussed at the June meeting:

- The Community Warden had reported on eggs being thrown at the Almshouses windows.
- Vandalism at the public toilets is ongoing.
- NHP - there was to be a meeting on the 7th June regarding sewage and drainage.
- Lenham school had received a visit from Ofsted.
- A flashing warning light to be installed on the Faversham Road.
- They are waiting for some bollards to be fitted at a development site.

Cllr Walmsley, the Lenham Parish Council representative, added that the Regulation 14 consultation for the NHP is due to take place in August. They are currently proceeding with a Transport study which will cover vehicle flow through the village and the parking situation. The results from this can be expanded to see how the proposed 1,400 homes will impact the area. He added that the Parish is having to deal with further hurdles imposed by MBC, including the need for an Environmental Impact Study to be completed. With regards to CIL, the money that Lenham will receive will not cover the building of the new school and Cllr Dean commented that s106 would have been more beneficial for them. Cllr Walmsley reported that prior approval has been granted for development in Warren Street and it was noted that this was unacceptable development in the AONB. It was noted that this is a worrying piece of legislation as Parish Councils and residents do not get to comment on the application and there are strict deadlines that the Planning Officer must meet. Cllr T Sams stated that prior approval applications remove the democratic process.

Cllr Walmsley reported that KCC have given agreement to phase 1 of the works required at the Faversham Road crossroads. Yellow lines will be added to create clear space up the hill and there will be the flashing interactive sign warning of the crossroads. Phase 2 is the 50mph limit on the Ashford Road however KCC want 1km of 60mph after the Harrietsham 40mph before it reduces to 50mph. Cllr T Sams stated that this was ridiculous and asked whether there should be a joint approach between both Parishes, the County Councillor and MP to try to resolve this. Cllr Walmsley stated that he would relay this to Lenham Parish Council.

**11. Speedwatch**

Cllr J Sams reported that the speedwatch equipment has been confirmed as fit for purpose, so this just needs to be picked up from Tunbridge Wells now. A meeting will then be arranged with the coordinator to get the volunteers trained.

**12. Defibrillator for the Village**

Cllr Griffiths reported that he had contacted 3 companies to obtain quotes for defibrillators. He added that he has now taken the project over from Cllr Moore. Of the 3 defibrillators, which were all very similar, he was pleased to see that one particular was comparable with the ambulances service's equipment. The pads can be left on the patient and their machines would plug straight in, without the need to waste time changing the pads. He has contacted Harrietsham Club who are happy for the defibrillator to be installed outside the club, feeding in to their electricity. The Clerk reported that the unit would be owned and insured by the Parish Council and so the cost of installation would not have to be met by the Club. She added that 3 quotes would be needed from electricians to install the unit. Cllr Griffiths proposed that a defibrillator and housing be ordered from Company Well Medical at a cost of £1,366.25 (+ vat). This was seconded by Cllr Powell, with all in favour.

**13. Use of the Glebe Field for Parking for the North Downs Walk (9<sup>th</sup> June 2019)**

The Clerk reported that she had received the annual request from the Weald of Kent Rotary Club for use of the Glebe Field for parking for the North Downs Walk. Next year it is to be held on the 9<sup>th</sup> June and 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 Griffiths to approve the use of the field.

**14. Charity Day on the Glebe Field**

The Clerk reported that she had been approached to find out if there was any land that could be used in the village for a charity event. No date has been set yet, however the organiser wishes to hold the day to raise money for Mind, the mental health charity. On the day there will be a small car stand (approx. 10 vehicles) which are decorated as cartoon characters. They will have gazebos with the Mind charity banners and balloons. They also hope to have a burger van, sweet stall and doughnut stand for refreshments. They want to have some entertainment and are looking into getting a coconut shy, face painters, bouncy castle etc. They would also like to try to arrange some small local craft stalls. The area will be marshalled at all times and security will be provided by them. A first aid tent will be in place, which will either be run by the Red Cross or St John's Ambulance. They are also hoping to arrange for Kent Fire & Rescue to be present to advise members of the public about Fire & Safety awareness. Cllr Griffiths proposed that permission be given to the organiser for the event, with the usual caveat that any damage must be reinstated. This was seconded by Cllr Foster, with all in favour.

**15. Future Events**

Church Fete and The Rectory (more details to follow) - Saturday 14<sup>th</sup> July  
WW1 Play - Saturday 21<sup>st</sup> July in Lenham

**16. Items for Future Consideration**

No further items to be added to the agenda

**17. Date of next meeting**

Full Parish Council Meeting - **Wednesday 25<sup>th</sup> June 2018** from 7.30pm in the Booth Hall

*With no further matters to discuss the meeting was closed at 8.34pm.*