

Harrietsham Parish Council

Minutes of the Parish Council meeting held on Wednesday 29th March 2017 at 7.30pm in the Booth Hall.

The Chairman welcomed all present, including the Lenham Parish Council representative Cllr J Nye and stated that the meeting was being recorded.

Public Discussion

Community Warden: The Community Warden talked about dog fouling and planned joint action with MBC. He also emphasised the need to report events as they happened, even if it is only so that they are logged to build up a picture. This was in relation to some stones being thrown at the swans on the lake, but is also a general comment.

1 Present

Cllr E Powell, Cllr G Dean, Cllr J Sams, Cllr T Sams, Cllr M Allardyce, Cllr J Moore, Cllr F Stanley, RFO Mr M Cuerden (acting Clerk) , Community Warden M Sherwood and Lenham Parish Council Representative Cllr J Nye
Clerk Mrs A Broadhurst.

4 Members of the Public

2 Apologies for absence

Clerk Mrs A Broadhurst, PCSO D Rowley

3 Minutes of the last meeting

Parish Council Meeting 22nd February 2017 - The minutes were proposed as accurate by Cllr Moore, seconded by Cllr J Sams; with 6 in favour and 1 abstention.

4 Disclosures and confidential items

Changes to the Register of Interests

No changes were submitted.

Declarations of Pecuniary Interests

Cllr G Dean Agenda Item 7.2 (Environmental Recommendations) as her house backs on to the lake in Woodlands Walk

Requests for Dispensation

No requests were submitted.

5 Planning

5.1 The current planning applications were noted.

5.2 The withdrawn planning application was noted.

5.3 Other Planning Matters:

Cllr Powell took the opportunity to briefly describe the 2-day planning enquiry recently held in Maidstone. He said that it had been well attended by Parish Councillors and the public and he congratulated all on their efforts.

6 Communications

6.1 Recommendations from the Communications Committee:

There were no recommendations.

6.2 Other Communications Matters:

Cllr Dean has produced an in-house, low-cost, leaflet on dog-fouling, and handed copies round. Copies will be placed with the vets and in the post office. Cllr Dean then went on to say that the new website is now live, thanks to the considerable efforts of the Clerk. She especially mentioned the Planning Tool as being of use.

7 Environmental

7.1 Approval of the March Environmental Meeting Minutes: The minutes of the last Environmental Committee (16th March) were proposed by Cllr Stanley and seconded by Cllr Dean as being a true record (being the only two Councillors in attendance at that meeting). They were therefore signed, unamended, by the Chairman.

7.2 Recommendations from the Environmental Committee:

- Algae Treatment on the Lake: The RFO/Amenity Manager explained that the Committee had considered a number of options for treating the lake, and that the only viable one was to use Bioaqua. We had received an update from Hawkhurst Fish Farm, who confirmed the price of treatment. It was therefore proposed by Cllr J Sams and seconded by Cllr Allardyce that the council should contract Hawkhurst Fish Farm to supply one treatment as recommended. However, it was noted that it is likely to need further treatment in Years 2

and 3 because of the high level of silt. All Councillors were in favour (except Cllr Dean, who abstained.)

- Woodlands Walk Fence: Cllr Dean summarised the situation, namely that the section of fence to the left of the woodlands walk entrance had rotted away on one post, and various other boards also needed replacement. It was noted that the parishioner with whom this fence is the boundary would prefer it to be replaced. Two quotes had been sought, being one for repair (at £440) and one to replace the entire section (£1225). Our responsibility, other than making best use of public funds, was to ensure that the fence is safe. It was therefore proposed by Cllr Allardyce, seconded Cllr Moore that the council should write to the resident, stating that we intend to repair the fence, but if he wished to contribute the balance of £785 and then we would arrange replacement instead. All Councillors were in favour.
- Other Environmental Issues: No further issues were discussed.

8 Finance

- 8.1 The Income/expenditure finance sheets were proposed as accurate by Cllr Stanley and seconded by Cllr Dean, with all in favour.
- 8.2 Approval of Invoice for Church Hire: The RFO explained that the Parish Council was unable to use the large hall for the annual meeting because the Trustees were unwilling to try to re-arrange the existing bookings. The meeting was therefore to be held in the parish church, who had issued an invoice for the same amount that had been charged by the VHT last year. Cllr J Sams proposed paying it, seconded by Cllr Dean, with all in favour. Cllr Stanley was congratulated for thinking of the alternative venue.
- 8.3 Summer Fun Club Grant Request: The RFO summarised the background that had led to this grant request. The council had previously set aside a budget in 2017/18 for a grant, and the RFO, in response to a request for the money, had explained that the funds would only become available from April onwards, but in any case we would still need a request form and the supporting paperwork previously specified. This had duly been provided, but without any accounts. The RFO had then asked for these, to be given (eventually) a brief summary. He then expressed a concern that, for a £5,000 project, if that was all they had, then he worried about the financial management of the Fun Club, but if there were more detailed figures available, then why could we not have them? There was then a wide-ranging discussion by Councillors, during which it became clear that
- (a) there was a strong desire to support the fun club with a grant, but
 - (b) there were serious concerns about the child-safety policies and procedures apparently in place. Specifically, concerns were raised about the ratio of DBS-checked helpers to children, and what would happen if one or more helpers were unable to work for one or more days. It was also understood that, in addition to the DBS-checked staff, there would be other staff, so we needed to ensure that the correct procedures would apply with regard to supervising children, and indeed, although we had no concerns about the staff we knew about, we would also like to know who else was involved.
- Essentially, it came down to a genuine concern to ensure that child-protection was at the heart of all the arrangements, together with the knowledge that should the council provide a grant then we would be thought to have approved the Club. The RFO was therefore asked by Councillors to contact the Fun Club leader(s), and to seek:

- More details on the DBS checks already held (namely, for which organisation were they done, the DBS number, and when were they done)
- The names of the other helpers
- Clarification on the leadership of the Club (i.e. who is in charge, and then who is the deputy leader?)
- Who is the nominated Child Protection Officer for the club?
- Who is the first aider?
- Confirmation on how they will monitor numbers to ensure that the correct adult/child ratio is not exceeded.
- At the same time we should take the opportunity to indicate that we felt that the policy provided lacked sufficient substance, and to ask if there was anything in place to cover missing children, access to the hall and/or grounds etc.

Cllr J Sams indicated that these might still be available from when the Parish Council ran the Playscheme, and if the Fun Club wished to contact her, then she may well be able to provide some of these. The response received would then be taken back to the April meeting for a final decision.

9 Highways

Cllr J Sams reported that, as always, there were a number of issues. Some (but not all) potholes had been filled in Hogbarn Lane and Birchalls Wood road. A meeting about the lines near the school was being arranged. Some

of Goddington Lane had been resurfaced. Cllr Dean asked if the Church Road drains could be checked by KCC as she thought that they were blocked.

10 Lenham Parish Council

Cllr Nye, from Lenham Parish Council, started by saying that there was concern in the Parish as to whether Lenham would still be a village in a few years. He went on to say that there were continuing difficulties with parking, especially in the square, and when they spoke to KCC about it, they just got back the standard letter we all get. He commented that they seemed to be winning on the dog-fouling front as they now have quite a few bins(!) Cllr Allardyce then added that they were emptied by MBC - so they may be mixed-use bins. He also said that from his visit to Lenham's meeting, he understood that they were setting up a charitable trust to buy and protect land in and around the village. Lenham are doing a tree survey. He also noted that apparently, Lenham PC is having significant trouble with their website.

11 Annual Parish Meeting

The RFO read out the Clerk's report, which simply said that the meeting will take place in the Parish Church.

12 Village Hall Trust

- **Request for Sponsorship Boards for the Music Event to be Placed on the Glebe Field**

The council has received a request for advertising boards from the VHT for the music festival, as per last year. Cllr Dean pointed out that last year, some had been left on the field for months. It was also noted that they had appeared very early on last year, and Councillors felt that as a result, they were in danger of swamping any other event. Accordingly, it was proposed by Cllr T Sams, seconded Cllr Dean, that we would allow a maximum of three boards to be placed on the Glebe Field, no earlier than the beginning of July, and they had to be removed the day after the festival. All Councillors were in favour.

- **Time to be Agreed for Closure of the Glebe Field After the Music Event**

There was also a request to use the Glebe Field as a car park for the festival, which entailed arranging opening and closing times, and agreeing who would do it. Councillors were happy with the proposed opening time of 11:30am. The entrance is to be marshalled by the event organisers at all times to prevent unauthorised, unwanted access, and the car park would be closed at 9pm. Any vehicles left on the field after that time could be reclaimed by their owners the next day, who would have to make arrangements to do so. The Cllrs Sams, with assistance from Cllr Stanley, were happy to open and close the field. It would also be for them to decide on the day as to whether the field was usable or not. It was also noted that the usual caveats regarding damage repairs would apply. All of the above was proposed by Cllr Stanley, seconded Cllr J Sams, all in favour.

- **Representative required for the Village Hall Trust**

Cllr Moore had decided to step down as our representative on the Trust, so Cllr Stanley volunteered to take her place. Proposed Cllr T Sams, seconded Cllr Dean, all in favour.

13 Medical Centre Boiler Annual Service & Landlord's Certificate

This was approved, proposed Cllr dean, seconded Cllr Moore, with all in favour.

14 Future Events

Every Saturday Morning 9am on the Glebe Field - 'Get Active' event (depending on the weather).

Saturday 1st April (9am) - Annual litter pick

Sunday 4th June - The Big Lunch

15 Items for Future Consideration

No further items to be added to the agenda.

16 Date of next meeting

Full Parish Council Meeting - **Wednesday 26th April 2017** from 6.30pm in St John the Baptist Church, followed by the **Annual Parish Meeting** at 8.00pm

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