

Harrietsham Parish Council

Minutes of the Annual Meeting of Harrietsham Parish Council held on Wednesday 17th May 2023
at 7.30pm in the Booth Hall

Cllr Powell welcomed all present to the meeting, especially Cllr Cathy Lay as this was her first meeting as a Parish Councillor.

Public discussion

Miss Joy thanked Councillors for the award that she had been presented with at the Annual Parish Meeting, she had been surprised that Harrietsham residents had managed to keep it a secret! The evening had left her speechless and she was very thankful for the honour.

1 Present

Cllr E Powell, Cllr G Dean, Cllr J Sams, Cllr T Sams, Cllr F Stanley, Cllr C Roots, Cllr T Griffiths, Cllr S Luck, Cllr R Dayes, Cllr S Brown, Cllr C Lay, RFO/Amenity Manager Mr M Cuerden and the Clerk Mrs A Broadhurst
2 Members of Public

2 Apologies for absence

Community Warden Martin Sherwood

3 Election of Chair & Vice-Chair

Chair - Cllr Dean nominated Cllr Powell as Chair and this was seconded by Cllr Luck. With no further nominations, Cllr Powell was duly elected as Chair for the forthcoming year and signed the Declaration of Acceptance of Office.

Vice-Chair - Cllr E Powell nominated Cllr Dean as Vice-Chair and this was seconded by Cllr Luck. Cllr J Sams nominated Cllr T Sams, seconded by Cllr Lay. The Clerk asked that both nominations be voted on. Cllr Dean received 4 in favour, 6 against and 1 abstention. Cllr T Sams received 6 in favour, 4 against and 1 abstention. Cllr T Sams was duly elected for the forthcoming year.

4 Minutes of the last meeting

Parish Council Meeting 26th April 2023 - The minutes were proposed as accurate by Cllr Roots, seconded by Cllr J Sams; with 9 in favour and 2 abstentions.

5 Disclosures and confidential items

Changes to the Register of Interests

There were no changes to the register.

Declarations of Pecuniary Interests

There were no declarations.

Requests for Dispensation

No requests were submitted.

6 Review of Committees, Working Parties & PC Representatives

The current committees and working groups were discussed. Cllr Dayes wished to step down from the Planning & Environmental Committees. Newly elected Cllr Lay had offered to join the Environmental Committee and become a Village Hall Trust representative. Cllr Dean confirmed that Ms Amos would remain a co-opted member of the Environmental Committee. It was agreed to remove the option for a co-opted member on the Website/Comms Committee. The Clerk reminded all present that the Village Hall Trust would usually have 3 Parish Council representatives, but with the current situation of the Hall being temporarily overseen by the Parish Council (whilst further Trustees are sought) 3 Councillors is not enough to assist with the workload. The Clerk asked that this number be raised to 5, until the matter is resolved, and this was agreed by all present. Cllr J Sams offered to assist as one of the additional members. Cllr Roots reported that a member of Harrietsham Primary School has joined the Village Charities group and it was agreed that a 4th Councillor wasn't required at this stage. The Planning Committee would be left with one vacancy and the Clerk suggested that Councillors may wish to attend planning meetings to see what is involved and training could be arranged for anyone interested in joining.

The Clerk then read out the draft Committees list (as detailed below) and it was proposed by Cllr Powell to approve this for the forthcoming year. This was seconded by Cllr J Sams, with all in favour.

Chair	Cllr Eddie Powell	
Vice Chair	Cllr Tom Sams	
Finance & GP Committee	Cllr Dean Cllr Stanley Cllr Roots	Cllr T Sams Cllr S Luck RFO
Planning Committee	Cllr Powell Cllr Stanley Cllr Roots	Cllr Dean Cllr Luck <i>Vacancy</i>
Environmental Committee	Cllr Dean Cllr Lay Amenity Manager + co-opted Sharon Amos	Cllr Stanley Cllr Luck Cllr Brown
Highways/Transport (inc Church Rd Footpath & Lighting)	Cllr T Sams Cllr Luck	Cllr J Sams Cllr Roots
Law & Order	Cllr Stanley	Cllr Griffiths
Youth Provisions	Cllr T Sams Cllr Stanley Cllr Griffiths	Cllr J Sams Cllr Dayes + advisors
KALC	Cllr Stanley	Cllr Roots
Village Charities (inc. Booth & Baldwin)	Cllr Roots (Chair) Cllr Brown The Rector	Cllr Dayes Rep. from Harrietsham School Ms Vic Foster
Village Hall Trust	Cllr Stanley Cllr Powell Cllr J Sams	Cllr Griffiths Cllr Lay
Staffing Group	Cllr J Sams Cllr Dayes	Cllr Griffiths
Website/Communication Liaison Committee	Cllr Dean <i>Vacancy</i>	Cllr Griffiths

7 Planning

7.1 The outstanding planning applications were noted.

7.2 The approved applications were noted.

7.3 The withdrawn application was noted.

7.4 Other Planning Matters

Cllr Powell gave a brief report on the Local Plan Examination (Stage 2) hearing, which has begun. Councillors had attended, before coming to the Parish Council meeting, as there had been site specific discussions in the afternoon session, which related to Harrietsham. Cllr Powell had reiterated that Harrietsham should not be a Rural Service centre, due to the lack of services. The Hearing is to last 2-3 weeks and highways and infrastructure is yet to be discussed.

Cllr Stanley queried whether a decision will be made this year and it was confirmed that there will a preliminary response at least, although there could be a judicial review once the final decision is

made. Cllr Roots asked why specific Developers had been present and Cllr Powell stated that a revised planning application for one of the sites is likely to be submitted.

The Clerk reported that the Planning meeting on the 19th May would be cancelled and the one outstanding application will be discussed at the meeting to be held on the 2nd June.

8 Environmental

8.1 Other Environmental Matters

New Burial Ground: The Clerk reported that there was no further update from CDS.

Glebe Field Play Area: The Clerk reported that the monthly play area safety inspection has been received and it has flagged up a number of items. Whilst 8 were low risk, 6 were medium risk:

- Panel damaged on junior climbing unit - £201.00
- Various panels on the toddler climbing unit - £2,374.60
- 1x bench to be replaced (taking away old one) - £795.00
- Swing basket chain covers damaged - £196.00

The total cost of the repairs was £3,566.60 (+vat) and the Clerk reported that she was unable to get a quote from the Parish Council's usual play area repair company, as they are no longer trading. Concerns were raised regarding approaching the major play equipment providers, as the repairs completed by HAGS previously had taken over 5 years to resolve. Cllr J Sams proposed that the quote be accepted, as the items highlighted were safety issues. This was seconded by Cllr Powell, with all in favour.

ACTION: Clerk

Cllr J Sams asked whether they would be able to reattach the steering wheel to the toddler play unit and the Clerk confirmed she would request this.

ACTION: Clerk

9 Finances

9.1 Income and Expenditure spreadsheets: The finance sheets were proposed as accurate by Cllr Roots, seconded by Cllr Luck; with all in favour.

9.2 Parish Council Insurance: This item was deferred.

10 Highways

Having spoken to a resident recently, Cllr Brown asked whether a one-way system could be put in place to alleviate the congestion around the school. After brief discussion it was suggested that he draw a rough proposal that could then be discussed with County Cllr Prendergast and Charlie Reynolds from MBC.

ACTION: Cllr Brown

Cllr T Sams reported an issue he has been contacted about in his role as Borough Cllr. Two Spanish lorries have recently got stuck in Fairbourne Lane. A van parking in front of the sign at the entrance of the lane (which is in several languages) has not helped the issue, as drivers may not have been able to see the sign. The Community Warden arranged for the vehicle owner to be spoken to and they are now parking 30m along the road, which has resolved this particular issue. County Cllr Prendergast and Susan La Porte (KCC) are looking into whether there are any other measures that can be put in place. Cllr T Sams has spoken to a company in the area, who has given the name of two other businesses that the lorries may be visiting. This issue has been discussed with them, in the hope that the drivers can be told to follow the correct route.

Cllr T Sams then asked if anyone knew who to approach regarding updating the speed limit on satnavs, when there has been a change, as there have been a couple of issues flagged around this matter. Cllr Roots commented that sat navs are only advisory systems. After general discussion the Clerk offered to send an email around to the other Clerks, via KALC, to see whether any other Parishes can assist.

ACTION: Clerk

During the annual litter pick, Cllr T Sams had been approached by a resident who was concerned at the volume of mud left on the A20, following recent flooding. This had been reported on the 3rd April and an officer had finally visited nearly 6 weeks later and reported that there was no mud on the highway! Various potholes issues around the village were discussed.

11 King's Coronation (incorporating the Big Lunch)

Cllr Dean reported that the Coronation Big Lunch had been very well attended and everyone had a good time. The raffle and cake stall raised over £411. Cllr J Sams asked whether a thank you letter could be sent to the school as they had allowed the use of their tables and chairs.

ACTION: Clerk

- 12 Santa's Grotto**
Cllr Griffiths confirmed that the event will be held on Sunday 17th December, in the same format as last year. Cllrs Luck, Stanley & Dean offered to assist with refreshments. It was agreed that this would be an agenda item again at the September meeting.
- 13 Use of the Glebe Field for Parking (Saturday 15th July 2023)**
It was proposed by Cllr T Sams to allow the use of the Glebe Field for parking for the Bearsted Choral Society for their concert in the Church on the 15th July, with the usual caveats. This was seconded by Cllr Roots, with all in favour. **ACTION: Clerk**
- 14 Future Events**
North Downs Walk - 12th June
Harrietsham School's Summer Fete - 17th June (12-4pm)
Coffee Morning - every Friday in the Booth Hall (10am - midday)
- Cllr T Sams asked that the Environmental Committee discuss the entrance and surfacing onto the Glebe Field. He would give further information for them to consider. **ACTION: Environmental Cttee**
- 15 Items for Future Consideration**
Parish Council's Climate Change Plan - Cllr T Sams (June agenda)
Autumn Litter Pick - Cllr J Sams (June Agenda)
Santa's Grotto - Cllr Griffiths (September Agenda)
- 16 Date of Next Meeting - Wednesday 28th June 2023 at 7.30pm** in the Booth Hall

With no further matters to discuss the meeting was closed at 8.22pm.