

Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 28th September 2022 at 7.30pm in
St John the Baptist church

Cllr Powell welcomed all present to the meeting and a minute's silence was held in memory of Her Late Majesty Queen Elizabeth II.

The Clerk reported that she needed to add an urgent item under the Part II confidential section relating to the Village Hall Trust.

Public discussion

Community Warden, Martin Sherwood, informed all present about an issue relating to fishing at the lake. This has been reported to Kent Police and the Clerk confirmed that PCSO Boyd has submitted the intel provided. Martin has walked around the lake and couldn't see any fishing paraphernalia and the van has not been seen in the village hall car park since. This situation will be monitored.

Mr Sherwood also spoke regarding a possible initiative that is to be discussed with Harrietsham Primary School, as parking is now an extremely serious issue. Most afternoons West Street is completely gridlocked, with children being unable to cross safely and buses are not able to get through. Martin has visited on numerous occasions but is unable to deal with the volume of issues on his own. Last week he arranged to be present with 2 PCSOs and the situation was greatly improved, as drivers who parked inconsiderately were spoken to. The initiative involves having Yr 5 & 6 children actually speak to the parents about their parking habits and it is hoped that the school may take the project forward. There was general discussion regarding possible traffic calming measures, with one option being making the road one way at peak school times. Councillors confirmed that they would be happy to support any project that the school wishes to undertake, if it helps with keeping the children safe.

1 Present

Cllr E Powell, Cllr G Dean, Cllr F Stanley, Cllr C Roots, Cllr T Griffiths, Cllr R Dayes, RFO/Amenity Manager Mr M Cuerden, Community Warden Martin Sherwood and the Clerk Mrs A Broadhurst
1 Member of Public

2 Apologies for absence

Cllr J Sams, Cllr T Sams, Cllr S Luck, Cllr S Brown

3 Minutes of the last meeting

Parish Council Meeting 27th July 2022 - The minutes were proposed as accurate by Cllr Roots, seconded by Cllr Griffiths; with 5 in favour and 1 abstention.

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.

5.2 The approved applications were noted.

5.3 The refused applications were noted.

5.4 The withdrawn application was noted.

5.5 Other Planning Matters

- Cllr Powell gave a brief update on the current situation with the Local Plan Review Examination Hearing. This has now been rescheduled to commence in November, to allow for further public consultation.
- Cllr Powell reported that all parties attending the Hearing had had legal representatives speaking on their behalf. The Planning Committee has discussed this and feel that the Parish Council requires professional representation at the Hearing (when it reconvenes) to speak regarding the impact that large scale development at Heathlands will have on Harrietsham (mainly highways and the lack of services) and also the village designation as a Rural Service Centre. Having spoken with the QC representing Lenham Parish Council, Mr Bell has offered to represent Harrietsham, with his time being split between both Parishes. As he is already acting for Lenham, he understands the local issues which will be caused by the proposed Garden Settlement at Lenham Heath. After brief discussion it was proposed by Cllr Powell to set aside £10,000 for legal costs, to be reviewed if required. This was seconded by Cllr Dean, with all in favour. It was then proposed by Cllr Powell that delegated powers should be given to the

Clerk and RFO, in case it is found that additional funding is required, due to the extremely tight timeline. This was seconded by Cllr Griffiths, with all in favour.

- The Clerk reported that the Chair of the Patient Participation Group (PPG) will be attending the next Planning Meeting to discuss the current situation at Harrietsham surgery.
- The Clerk reported on the latest proposed change to the Harrietsham and Lenham Ward suggested by MBC. This moves Pilgrims Retreat and other properties along Hogbarn Lane into the North Downs Ward, separating them from the rest of Harrietsham. This matter is an agenda item at the MBC Full Council meeting which is currently underway. The Clerk had circulated a draft response which all Councillors agreed should be submitted immediately.

ACTION: Clerk

6. Environmental

6.1 Minutes of the Meeting held 16th September: The minutes were proposed as accurate by Cllr Dean, seconded by Cllr Dayes (those present at the meeting).

6.2 Recommendations from the Environmental Committee:

- It was proposed by Cllr Roots that Woodlands Walk lake be professionally checked for water quality/health, paying any reasonable fees that may accrue. This was seconded by Cllr Powell, with all in favour.
- It was proposed by Cllr Dayes to approve tree works required in Woodlands Walk (following the recent inspection) at a cost of £780 + vat. This was seconded by Cllr Dean, with all in favour.
- It was proposed by Cllr Dean to reduce a leaning tree, as advised, at the junction of Harrison Drive and Church Road at a cost of £720. This was seconded by Cllr Powell, with all in favour.
- It was proposed by Cllr Griffiths to remove one infected (dying) Cherry tree on West Street green at a cost of £280 and to monitor the second tree. This was seconded by Cllr Stanley, with all in favour.
- It was proposed by Cllr Dean to increase the annual allotment rent from £20 to £22. This was seconded by Cllr Dayes, with 5 in favour and 1 abstention.
- It was proposed by Cllr Powell to purchase a Tommy Statue for the West Street green, with the wording "Lest we Forget" at a cost of £175 +vat. This was seconded by Cllr Dean, with 5 in favour and 1 abstention.

6.3 Other Environmental Matters

- The Amenity Manager reminded all present that a Teers Meadow information board is to be added to the Glebe Field. The artwork has now been received for the board to be installed on the West Street green and it was proposed by Cllr Stanley to progress with this, if no issues are found with the proposed wording. This was seconded by Cllr Roots, with all in favour.
- It was noted that Harrietsham in Bloom had recently won first prize in the MBC Village in Bloom competition for their Platinum Jubilee displays on the green. They won a £25 voucher, a free pass to Leeds Castle, which was given to one of the volunteers and a certificate. Councillors agreed that this was deserved as the displays were spectacular.

7. Finances

7.1 Income and Expenditure spreadsheets: The finance sheets were proposed as accurate by Cllr Dean, seconded by Cllr Stanley; with all in favour.

8. Highways

It was noted that the speed survey for East Street had recently been circulated, which did not show a particular issue with speeding vehicles. After brief discussion the Clerk offered to contact the Company to find out whether they are able to supply 35mph data.

ACTION: Clerk

Cllr Roots asked whether the Parish Council should have traffic surveys completed at additional data points along the A20, before the average speed cameras are installed. Various options were discussed and Cllr Roots suggested they be completed at the gated entrance to The Hollies, outside the Taste of Bengal, Chippendale Drive and outside Northdown House. These will cover 2 points both inside and outside of the average speed camera zones. Cllr Roots then proposed that these 4 traffic surveys be completed, seconded by Cllr Dean; with all in favour.

ACTION: Clerk

The Clerk reminded all present about the surveys that need to be completed by residents before and after the average speed cameras are active on the A20. KCC requested the post codes of homes fronting the A20, which had turned into quite a long list! Councillors had offered to deliver these, when it became apparent that KCC did not want to complete the task. KCC have now said that they have discussed the survey and they feel that a QR code to an online survey would be more appropriate. The Clerk had responded to say that this would discriminate against a number of residents who do not use computers and did not seem a suitable way of ensuring that as much data is collected as possible to confirm whether the cameras will have a positive impact on the speed of traffic along the Ashford Road. The Clerk added that she has requested a copy of the paper survey, which can be printed off in the office to circulate to residents, however, no response has been received to date.

Cllr Roots asked whether it would be possible to obtain screen shots of each page of the survey and he would use these to type up the survey to be given to residents to complete. The data can then be collated to return to KCC, to

ensure that all residents get the opportunity to give their views. The Clerk offered to arrange for screen shots to be passed to him and added that she would make KCC aware of the plan. **ACTION: Clerk**

9. Defibrillators

Cllr Griffiths reported on a recall which had been highlighted for the defibrillator in West Street, due to an issue with the battery life shown not being accurate. The recall had been dealt with and the machine is now back and fully updated, however it had highlighted that the battery only actually had one bar of life, rather than the 5 that had previously been showing. A new battery has now been ordered to ensure that there is no risk of the defibrillator having to be taken offline. Cllr Griffiths updated everyone on the progress with installing the new defibrillator at the office and it is hoped that this will be completed in the next couple of weeks.

Cllr Griffiths then asked Councillors to consider taking over the management of the unit at the Village Hall, as it has to be checked regularly to ensure that the pads etc are in good working order. After brief discussion it was that it would make sense for the Parish Council to look after all the units currently in the village, updating them on the central Ambulance Service's system as necessary. It was therefore proposed by Cllr Griffiths to take over the defibrillator and this was seconded by Cllr Roots; with all in favour.

10. Harrietsham Organisation's Christmas Event

Cllr Griffiths gave a brief update on the arrangements for the event and asked Councillors if they would be able to assist on the evening. Cllr Stanley suggested that a working party be organised and it was agreed that this would be a good idea. Cllr Powell proposed that £600 be set aside for refreshments for the evening and that there needed to be further discussion on how these would be arranged. This was seconded by Cllr Stanley, with all in favour.

11. Christmas Lights

Cllr Roots had circulated a report on the two options that are available to the Parish Council (2 other companies had not wished to submit a quote). The issues with having lights on the West Street green were discussed, including finding that the Cherry trees are dying and KCC no longer approving overhead catenary wires (as the Parish Council had previously). The option in the first instance would be to apply for approval from KCC to have 6 street light motives in the centre of the village and then expand the scheme from there. Cllr Roots recommended that Company A be given the contract, which would cost £10,380 over 3 years to hire the lights. This would involve the company supplying the infrastructure needed, installing and storing the lights. Company B had left most of the work required to the Parish Council and we could only purchase them outright, so if anything goes wrong with them, it would be for the Parish Council to resolve. After brief discussion it was proposed by Cllr Roots to accept the quotation offered by Company A. This was seconded by Cllr Powell, with all in favour.

The Clerk confirmed Company A was Gala Lights, who the Parish Council has used previously.

12. Santa's Grotto

Cllr Griffiths gave a brief update on the arrangements for Santa's Grotto on the 18th December. The Clerk asked whether Councillors wished to supply selection boxes again this year as the gift and this was confirmed, although 9 boxes (rather than 10) would probably be sufficient this time. **ACTION: Clerk**

13. KALC Climate Change Carbon Footprint Calculator

This item was deferred as Cllr J Sams had sent apologies. It was noted that information has been circulated to all Councillors.

14. Parish Council Meeting Venue

Cllr Dean proposed that the Parish Council meetings be moved to the Scout's hut, after having been to view the hall. This was seconded by Cllr Dayes, with all in favour. It was agreed that the meetings will move to this new venue from October 2022.

15. Youth Provisions

Cllr Griffiths asked for this item to be deferred.

16. Parish Council Policies

The Clerk reported that she wishes to add an additional page to the website, listing all of the Parish Council policies, which would give Councillors the opportunity to actually read and review them all first. Because there have been so many added over the years, the Clerk suggested that she may circulate them over two months, to limit how long Councillors will be sitting reading them all. It was noted that these are all standard policies, so should not require amending to any great extent. **ACTION: Clerk**

17. Unknown Tommy Statue

(This item had been discussed under agenda item 6.2)

18. Future Events

Poppython (to produce the Poppy Cascade) - 2nd October (1-3pm in the village hall)
Ploughman's in the Church - 8th October (midday - 2pm)

HIB AGM - 21st October (7.30pm in the Booth Hall)
Coffee Morning - every Friday in the Booth Hall (10am - midday)

19. Items for Future Consideration

Duke of Edinburgh Scheme - Clerk (when further information is available)

20. Date of Next Meeting - Wednesday 26th October 2022 at 7.30pm in the Scouts Hut

With no further matters to discuss the main meeting was adjourned at 9.12pm.

Before leaving, a resident requested that the Parish Council start thinking about the King's Coronation.

Minutes of Confidential Agenda Items 21 (Administrative Matters) and 22 (Village Hall Trust) will be filed with a signed copy of these minutes.