

# Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Wednesday 28<sup>th</sup> June 2023 at 7.30pm in the Booth Hall

Cllr Powell welcomed all present to the meeting and reported that Glenda Dean had resigned from the Parish Council. He asked for thanks to be noted in the minutes. Cllr Luck then asked for a letter of thanks to be sent.

**ACTION: Clerk**

## Public discussion

There was no public discussion.

The Clerk gave a brief update on the new policing model for Kent, reminding all present that all incidents must be reported online or via 101 to Kent Police to ensure that the new village PC is aware. The current situation regarding the future of the Community Warden scheme was also highlighted and there is to be a public consultation commencing in July; it is important that residents respond to this.

## **1 Present**

Cllr E Powell, 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 Minutes of the last meeting**

Parish Council Meeting 17<sup>th</sup> May 2023 - The minutes were proposed as accurate by Cllr Roots, seconded by Cllr Luck; with all in favour.

## **4 Disclosures and confidential items**

### Changes to the Register of Interests

There were no changes to the register.

### Declarations of Pecuniary Interests

Cllr R Dayes: Agenda Item 12 (Shed for Food Station at the Hall) as he is a member of the Charity Group who have submitted the request.

Cllr C Roots: Agenda Item 12 (Shed for Food Station at the Hall) as he is a member of the Charity Group who have submitted the request.

Cllr S Brown: Agenda Item 12 (Shed for Food Station at the Hall) as he is a member of the Charity Group who have submitted the request.

### Requests for Dispensation

Cllr J Sams: Agenda Item 12 (Shed for Food Station at the Hall) as she is a VHT Trustee.

Cllr F Stanley: Agenda Item 12 (Shed for Food Station at the Hall) as he is a VHT Trustee

Cllr T Griffiths: Agenda Item 12 (Shed for Food Station at the Hall) as he is a VHT Trustee

Cllr C Lay: Agenda Item 12 (Shed for Food Station at the Hall) as she is a VHT Trustee

The Clerk clarified that, due to the current situation with 5 Councillors assisting with the hall and 3 Councillors being members of the Village Charities, only 2 Councillors would be able to vote on this agenda item. Therefore the 4 requests have been approved by the Clerk, until a decision is reached on this agenda item only.

## **5 Planning**

**5.1** The outstanding planning applications were noted.

**5.2** The approved applications were noted.

### **5.3 Other Planning Matters**

- Local Plan Stage 2 Hearing: Cllr Powell gave a report, following the conclusion of the Local Plan Examination (Stage 2) hearing. Many of the issues raised during the hearing had not been addressed by MBC and the Inspector will need to decide if this is enough to halt the Local Plan's progression, or whether further work would suffice. It is hoped that the Inspector's preliminary report will be published in September or October. Decisions will then need to be made of whether Parishes wish to join together to move to Judicial Review. It

was agreed by all present that Harrietsham's Barrister had worked extremely hard to put across the Parish Council's concerns. He had also supported Lenham and represented Fish Legal due to water quality concerns. It was noted that, once the report is published, the Parish Council will only have 6 weeks to take action and it was agreed that further funds need to be set aside, in case the Barrister is required again. After brief discussion it was proposed by Cllr T Sams to set aside £20,000. This was seconded by Cllr Griffiths, with all in favour. It was noted that Cllr Powell will be attending Lenham's next Parish Council meeting and all present were reminded that he would be presenting the views of the Council only and could not make any decisions, unless previously agreed by Councillors. It was also agreed that Cllr Powell will need to provide regular updates to Councillors, via email, instead of waiting for the next meeting.

**ACTION: Cllr Powell**

- The RFO stated that the funding would be discussed at the F&GP meeting, scheduled for July, to decide whether the money will be taken from other budget headings or from reserves.

**ACTION: F&GP Cttee**

- 23/502537/FULL - Woodlands, Church Road

Creation of new access and dropped kerb to existing driveway

Members of the Planning Committee asked that a comment of 'No Objection' be submitted to MBC.

**ACTION: Clerk**

## **6 Environmental**

**6.1** Minutes of the Environmental Meeting held on 31<sup>st</sup> May: The minutes were proposed as accurate by Cllr Brown, seconded by Cllr Luck; with 4 in favour (those present at the meeting).

**6.2** Recommendations from the Environmental Committee:

- To supply & install rubbish bin near Marley Road/Church Lane: It was proposed by Cllr T Sams to approve the quote received from J B Landscapes for £610 (+vat). This was seconded by Cllr Brown, with all in favour.

### **6.3 Other Environmental Matters**

- Autumn Litter Pick: Cllr J Sams asked that a further litter pick be arranged for Saturday 16<sup>th</sup> September (9-11am - meeting on the village green). This was agreed by all present.
- Cllr T Sams asked that the bollard entrance and matting for the Glebe Field be discussed at the next Environmental meeting, as the grass will need to be seeded in the Autumn.

**ACTION: Environmental Cttee**

## **7 Finances**

**7.1** Income and Expenditure spreadsheets: The finance sheets were proposed as accurate by Cllr Roots, seconded by Cllr T Sams; with all in favour.

## **8 Highways**

Cllr Roots spoken regarding the Highways report, which had been circulated before the meeting. Operation Brock will be discussed at a meeting Helen Whately MP will be holding with Parish Councils (Cllr Roots will be representing Harrietsham.) The issue of flooding in Church Road and Stede Hill has been reported to Kent Highways and they have said that it down to the riparian owners to maintain the ditches in Church Road and they will be contacted directly. In the meantime, after further flooding, they will arrange for the gullies, chambers and mainline to be cleansed.

The Clerk reported that the Highways Improvement Plan (HIP) had been amended to reflect the items which have recently been raised around the village. These included:

- Signage issues in Fairbourne Lane
- The need for yellow lines at the West Street/Station Road
- A proposal of a one-way system in West Street (by the School) have all been added for further investigation by KHS.
- Additional warning signs on Pilgrims Way
- Barrier at the side of the A20, by the railway bridge

It was proposed by Cllr Roots to submit the circulated HIP to KHS. This was seconded by Cllr J Sams, with all in favour.

It was noted that the Average Speed Cameras are due to be installed 17-19<sup>th</sup> July along the A20. Speedwatch will not operate during the trial.

There was brief discussion regarding the extreme flooding issues on the A20 (under the railway bridge) during heavy rainfall.

**9 Parish Council's Climate Change Plan**

Cllr T Sams reported that he is drawing up plans to 're wild' areas of the Parish, which he would like the Environmental Committee to consider. **ACTION: Environmental Cttee**

The Clerk commented that new Biodiversity Laws are currently being considered.

**10 Parking on the Glebe Field for the Bluebell Walk (Sunday 5<sup>th</sup> May 2024)**

It was proposed by Cllr J Sams to allow the use of the Glebe Field for parking for the Bluebell Walk, with the usual caveats. This was seconded by Cllr Dayes, with all in favour. **ACTION: Clerk**

**11 Use of the Glebe Field for Parking for the North Downs Walk (Sunday 9<sup>th</sup> June 20234)**

It was proposed by Cllr J Sams to allow the use of the Glebe Field for parking for the North Downs Walk, with the usual caveats. This was seconded by Cllr Dayes, with all in favour. **ACTION: Clerk**

**12 Shed for Food Station at Village Hall**

The Clerk gave background on the request to have a food station located at the Village Hall by the Culpepper Charity. Cllr T Sams explained that a food station has been running in the foyer of the Church since December 2022 open from 9am-3pm every weekday and every other Saturday. To date it has only had to be removed for a wedding and one funeral. The Culpepper Charity has given a grant to assist with supplies and the school and Church congregation are also donating food. Due to the volume of donations, the grant money will be able to fund at least another 13 weeks. Representatives from the Charity were asked whether they could support the current food station, rather than setting up a new one. There was discussion regarding having a fridge and it was noted that the one in Lenham accounts for 5% of their donations. During discussion there were concerns raised regarding storing food in a shed, due to vermin, to risk of vandalism and the possibility that the Church will not allow the current station to remain long term. Cllr Griffiths suggested that the Church be approached to see whether there are any issues with the current station being made a permanent fixture. Concerns were raised that school parents don't want to use the Church station and it was felt that this needed to be investigated further. It was agreed to defer this item so that the matter could be looked into further, before a decision is made at the July meeting.

**13 History Society Documentation**

The Clerk reported that she had recently met with the Chairman of the History Society to discuss what will happen to the village history documentation, once he leaves the village. Having not been able to find a permanent home for the paperwork, it was becoming increasingly likely that it would be disposed of. Most of the documents have been stored electronically, with 5 more boxes to be transferred, which the History Society will arrange. There will be very rare occasions where the original documentation will need to be accessed. With this in mind, the Clerk asked that Councillors consider the Parish Council storing the documents. After brief discussion, this was agreed by all present and Cllr T Sams offered to help move the boxes to the Parish Office.

**14 Medical Centre Update**

The Clerk reported that, with the RFO, she had attended a meeting with Dr Reed and the Practice Manager. The new draft lease had been handed over and has now been thoroughly checked. The Clerk has added 1<sup>st</sup> July 2023 as the start date for the new lease, which will run for 15 years. All clauses had been added as requested and the lease is now ready to be signed by all parties. It was agreed that the Clerk and Cllr T Sams would sign on behalf of the Parish Council, Cllrs Powell & Stanley for the Village Hall and the RFO signing as the witness.

It was therefore proposed by Cllr J Sams for the lease to be approved and signed. This was seconded by Cllr Luck, with all in favour.

The Clerk then updated Councillors on the proposed expansion of the surgery. Dr Reed had confirmed that there is no longer a need to extend the premises, as an application has been submitted for the Lenham surgery to cover additional need. They would, however, like to add a Pharmashelf to the premises and this could be tied in with making the entrance area more accessible. Mrs Moles will be looking into this further with the Integrated Care Board (ICB - was the CCG) with a view of using s106 money for this project. It was agreed by all present that the Clerk and RFO should continue to progress with discussions with the Dr Reed and Elaine Moles regarding the project on the Parish Council's behalf. The rear fire door also needs changing, as this does not meet current fire regulations. The Practice Manager is to get a quote for this to be changed on our behalf.

After brief discussion, the Clerk confirmed that the medical centre is open and, when they were due to have the recent meeting, all rooms had been in use, resulting in the meeting having to be held in the Church Room. It was felt that the Practice needs to be advertising that they are using the facilities, as some residents still think the surgery is closed. **ACTION: Clerk**

**15 Future Events**

8<sup>th</sup> July - Ploughman's in the Church (12-2pm)

11<sup>th</sup> July - History Society's AGM

15<sup>th</sup> July - Bearsted Choral Society Concert in St John the Baptist Church

23<sup>rd</sup> September - Invicta Band Concert in the Church (tickets will be on sale closer to the time)

Coffee Morning - every Friday in the Booth Hall (10am - midday)

**16 Items for Future Consideration**

Planning Committee Vacancies - Clerk (July Agenda)

Communications Group Vacancies - Clerk (July Agenda)

Santa's Grotto - Cllr Griffiths (September Agenda)

80<sup>th</sup> Anniversary of D-Day - Clerk (September Agenda)

**17 Date of Next Meeting - Wednesday 26<sup>th</sup> July 2023 at 7.30pm in the Booth Hall**

*With no further matters to discuss the meeting was closed at 9.21pm.*