

Harrietsham Parish Council

Minutes of the Parish Council meeting held on Wednesday 26th October 2016 at 7.30pm in the Booth Hall.

The Chairman welcomed all present and stated that the meeting was being recorded.

Public Discussion

Community Warden: The Community Warden reported that, some years ago, there had been a Company selling Lifeline alarms to the elderly. It would appear that, possibly, this Company has changed its name and is now operating again. They have removed a working lifeline alarm from a house in Lenham and installed their own equipment. Martin has uninstalled this, after discussions with the housing association, and has reinstalled the original system for the resident. The unit has been passed to Maidstone police station as the Company has failed to collect their equipment when contacted. Martin Sherwood also informed all present that counterfeit £50 notes have been found across the Borough and he will be warning shop owners of this. Martin reminded everyone that the clocks go back this coming weekend.

Police Report: The Clerk reported that there had been 7 crimes since the last meeting. Two were thefts from vehicles, two were criminal damage to vehicles, two were burglaries (other than a dwelling) and there had been one dog related crime which is currently under investigation. Including these crimes, there had been 24 incidents reported to the Police. If residents see any suspicious activity they must report this immediately to 101. Cllr Powell noted that there had been an increase in Flytipping around Maidstone recently.

No matters were raised by members of the public.

1 Present

Cllr E Powell, Cllr G Dean, Cllr T Sams, Cllr J Sams, Cllr M Allardyce, Cllr F Stanley, Cllr J Moore, RFO Mr M Cuerden, Community Warden M Sherwood, and the Clerk Mrs A Broadhurst.
7 Members of the Public

2 Apologies for absence

Cllr S Morris, PCSO J Boyd

3 Minutes of the last meeting

Parish Council Meeting 28th September 2016 - The minutes were proposed as accurate by Cllr Dean, seconded by Cllr T Sams; with all in favour.

4 Disclosures and confidential items

Changes to the Register of Interests

No changes were submitted.

Declarations of Pecuniary Interests

There were no declarations of interest.

Requests for Dispensation

No requests were submitted.

5 Planning

7.1 The current planning applications were noted.

7.2 The approved planning applications were noted.

7.3 The refused planning applications were noted.

6 Communications

6.1 Recommendations from the Communications Committee:

There were no recommendations.

7 Environmental

7.1 Recommendations from the Environmental Committee:

- Salt Bin for Village Hall Car Park: Cllr Allardyce stated that the work had been agreed to replace the hedge in the village hall car park, following damage last winter and this had been quite expensive. The Village Hall now requires salt bins for access so that they do not lose revenue if there is snow, so purchasing those should be the responsibility of the Trust. It was therefore proposed that the Village Hall Trust should purchase their own bins but that the Parish Council would accept a tonne bag of salt, if offered by Kent County Council. It was pointed out that this salt would be for the benefit of the whole village. This was seconded by Cllr Dean, with all in favour.

- Grounds Maintenance to be completed by Payback Scheme: Cllr Dean reported that the contractor for Contract 5 had asked to meet with her and the Clerk to discuss outstanding work required to bring the contract areas up to standard. On inspecting several areas, it was noted that:
 - The far side of the stream (by the village green) requires major clearance (£300).
 - The Cornus and Ribes on the village green have only been receiving a light trim and not had the 50% reduction required each year, as they are now in excess of 15ft tall (£300).
 - The company has cut back the other hedges on the A20 as a good will gesture.

Cllr Dean reported that the Clerk had received information on the Community Payback Scheme and has contacted the Company to see whether they would be able to complete the work. A meeting is to be arranged. Cllr Dean proposed that, if the Payback Scheme is unable to complete the required work, that £600 be spent clearing the stream bank on the green and cutting back the Cornus and Ribes. This was seconded by Cllr T Sams, with all in favour.

7.2 Other Environmental Issues:

- Gate to the New Burial Ground: Cllr Dean reported that she had met with a gate company, along with David Oversby and Sharon Amos, to see what could be done to rectify the issue with the access gates on Marley Road. The Company had suggested that the right hand gate be lifted to align it with the left hand one which would prevent it dragging on the floor and this would cost £195 for the adjustment.

Whilst there Cllr Dean had asked for him to quote for a fence post in Woodlands Walk, which has snapped below the soil line and needs to be replaced. He quoted £175, but stated that if both jobs were completed together he would charge £270 as opposed to £370. Cllr Dean informed all present that Cllr Stanley had found two gates vandalised by the Garden of Remembrance. The gate company had quoted for a 10ft and 5ft gate including transferring all of the metal work across from the damaged ones. The price of replacing both of these is £525 but he would reduce the cost if the work was completed with the other jobs. Cllr Dean then proposed that all of the work be completed together, at a cost of £745 (giving a saving of £150). This was seconded by Cllr Allardyce, with all in favour,

8 Finance

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

9 Highways

Cllr J Sams reported on the hole in West Street, which still appears to be awaiting repair. Cllr J Sams confirmed that she would get an update from the Highways Steward. **ACTION: Cllr J Sams**

It was noted that a letter from a resident had been circulated regarding speeding in Church Road and Cllr J Sams stated that she will discuss this with Kent Police in the first instance. **ACTION: Cllr J Sams**

Cllr Moore stated that Church Road is wide enough for passing vehicles, if both drivers are not speeding. This becomes a greater issue if pedestrians are walking along the road. Cllr Stanley added that there are issues with larger vehicles, which it is assumed, are travelling to Pilgrims Retreat. Cllr J Sams informed all present that she will also speak with Jenny Whittle. **ACTION: Cllr J Sams**

Cllr T Sams added that there have been no fatalities in the area, which is how dangerous areas are monitored and asked whether something could be posted on Facebook. **ACTION: Cllr Dean**

Cllr Moore reported that residents need to highlight the issue by reporting dangerous or speeding drivers.

10 Lenham Parish Council

Cllr J Sams reported that the following items had been discussed at the last Lenham Parish Council meeting:

- Two new Councillors were co-opted.
- Co-op lorries and other HGVs turning around in Lenham square
- Wanting to recruit more volunteers for Speedwatch
- A grant has been received from Jenny Whittle for a finger post sign
- The LPC newsletter was well received
- The land transfer or the hall cost the Parish Council £5,000 and has now been completed.
- The Parish Council are looking into a logo design.
- The Parish Council have taken on the liability of the planters, after the Enhancement Association folded. This is for insurance purposes.
- The Parish Council Planning Chairman has been agreed.
- The Ham Lane planning application is going to appeal, it was refused due to lack of green space and small gardens.

11 Playscheme 2017

The Clerk read out a letter from one of the organisers of the Summer Fun Club, which had previously been circulated to all Councillors. Cllr J Sams stated that the Parish Council should still provide a Playscheme. If a grant is to be sought from MBC, all of the policies etc. need to be in place. Cllr J Sams offered to proceed with obtaining a grant for the Scheme but management of the Scheme would need to be arranged. Cllr J Sams added that the additional hours offered by the Fun Club would be welcomed. Cllr Moore queried whether the Parish Council has the financial resources to run a scheme in 2017 and the RFO stated that, if it does run, no grant could be given to the Fun Club. Cllr J Sams informed all present that the two clubs would need to be run separately otherwise the scheme would need to be registered with Ofsted. Cllr Moore queried whether the Fun Club could obtain funding and Cllr J Sams responded that they wouldn't be able to obtain a grant from MBC, but other funding streams may be available. Cllr T Sams stated that the Council needed to establish the role that Jill Bishop wishes to have, if she would prefer not to be the Manager, the role would need to be advertised. All Councillors agreed that Cllr J Sams should contact MBC regarding the grant for 2017 and to speak informally with Jill Bishop.

ACTION: Cllr J Sams

12 Use of the Glebe Field as Parking for the VHT Music Event 2017

The Clerk reported that the Village Hall Trust are to run the Music Event again on the 22nd July 2017 and have asked for permission to use the Glebe Field for parking. It was proposed by Cllr Allardyce that permission be granted, with the usual caveat that the grass needs to be reinstated if damaged. This was seconded by Cllr Dean, with all in favour. Cllr Dean added that there are still signs on the ground surrounding the Glebe Field from this year's event and the Trust has already been reminded once to remove these.

13 Defibrillators

The Clerk reported that Ken Kay had been progressing the purchase of two defibrillators before resigning from the Parish Council and a new Councillor is required to move this forward. The Clerk confirmed that Ken is happy to meet with a Councillor to complete a 'handover'. Cllr Moore offered to deal with this and asked the Clerk to pass her contact details to Ken.

ACTION: Clerk

14 Wreath and Donation for Remembrance Sunday

The Clerk reported that the donation letter had been received for the Parish Council's wreath for Remembrance Sunday, adding that the Council usually adds a donation on to the cost. It was proposed by Cllr Stanley to make the same donation as last year (£100). This was seconded by Cllr Moore, with all in favour.

The Clerk then asked for a Councillor to volunteer to attend the Service, as the Chairman will be unavailable. Cllr Allardyce offered to represent the Parish Council. The Clerk is to inform Mike Bishop.

ACTION: Clerk

15 Permission for Improvements at the War Memorial

The Clerk had previously circulated a letter from the History Society regarding access improvements they wish to complete at the War Memorial. This work will be completed in two phases with the first phase costing in the region of £8,000. The History Society have requested permission from the Parish Council to complete the work on our behalf as we are the owners of the memorial. The RFO clarified that the Parish Council will commission the work and receive any grants received from the History Society and then pay for the work as the war memorial is owned by the Parish Council. He added that the F&GP committee could discuss the arrangements for any shortfall in funding. Cllr Moore proposed that the Parish Council gives permissions for the History Society to arrange the completion of the work and for them to take the necessary steps to raising the necessary funds. This was seconded by Cllr J Sams, with all in favour.

16 Medical Centre s106 Discussions

The Clerk reported that Gary Trussler, before resigning from the Parish Council, had met with Diane Anderson to discuss the expansion of the Medical Centre. A further meeting has recently been held as drawing need to be produced to be able to obtain quotes to arrange for s106 monies to be released. Diane has since emailed the Clerk to say that, whilst Gary has offered to continue to act on the Parish Council's behalf, this should be completed by a Councillor as meetings will need to be held with NHS Estates. After brief discuss Cllrs Stanley and Allardyce offered to oversee this project and all Councillors were in agreement with this.

17 Traffic and Parking Issues in West Street

Cllr Allardyce informed all present that MBC and Kent Police will not take any action regarding the congestion issues in West Street, unless a serious incident occurs. Cllrs Allardyce and T Sams have visited the businesses in Station Road and the scaffolding company, who has larger lorries, in relocating to Hampshire in November; this will alleviate the issue somewhat. The unit will then be used by a neighbouring business who has much small vehicles making deliveries. It was noted that the businesses understand the issues in West Street but had stated that it does not affect them. Lenham Motors appears to be the only company affected by congestion issues and no resolution has been found to date. Cllr Allardyce asked whether the RFO would be able to find contact details for the station car park operators, as it stands empty during the day. Cllr Moore informed all present that the Parish Council had historically tried to speak with them and had not managed to get anywhere. The RFO explained who was in charge of which area at the station, adding that the daily charge is only £2.30, if

this was reduced further commuters from other villages may travel to Harrietsham making the congestion issues worse. Cllr T Sams stated that parking on the corner of Station Road is a real danger and he will be speaking to the Police about this. If an incident then occurs the Parish Council will at least have the paperwork trail to show that we have raised concerns with them. It was noted that the Joint Transportation Board is seeking clarification on the Police's position and they are awaiting a response, this will then assist with the congestion in West Street. Cllr Allardyce stated that he wanted a comment from Kent Fire & Rescue and also the bus company in relation to risk factors in West Street and offered to progress this; all Councillors were in agreement. **ACTION: Cllr Allardyce**
Cllr Powell stated that, at a recent MBC Planning Committee meeting, the Chairman had said that he would speak to KCC about the highways issues in West Street. Cllr Powell offered to chase him for a response.

ACTION: Cllr Powell

18 Change of Representative for the Village Hall Trust

The Clerk reported that Cllr Morris had offered to replace Ken Kay as the Parish Council's VHT representative. It was proposed by Cllr J Sams that Cllr Morris become the VHT Representative. This was seconded by Cllr Moore, with all in favour.

19 Christmas Tree Festival

The Clerk reported that the Friends of St Johns have written to say that they will be holding the Christmas Tree Festival again on the 3rd & 4th December. The tree can be purchased for £25 or £35 if a stand is needed (to be removed after the event) or alternatively £25 can be donated for the tree to be left in the Church until Christmas. It was proposed by Cllr Moore that the Parish Council donate £25 for a tree to be left in the Church until Christmas. This was seconded by Cllr J Sams, with all in favour. Councillors will arrange between them for the tree to be decorated on Friday 2nd December.

20 Boundary Commission Review

Cllr J Sams reported that a letter had been circulated from a resident relating to the boundary commission review. Under the proposals Harrietsham will come under Tonbridge and The Weald and the relationship of the areas needs to be looked into. It was noted that there is to be a public consultation at County Hall on the 3rd and 4th November and it was felt that a Councillor needs to attend. Cllr Powell stated that this is quite a contentious issue in various constituencies. The proposed changes will only affect General Elections and the Parish Council would still be under MBC for all other services. Cllr Moore asked if something could be posted on Facebook.

21 Land at St Welcomes Way

Cllr T Sams reported that a small plot of land by the alley in St Welcomes Way may become available. He explained that the Parish Council had tried to obtain this land in the past, as the area is neglected by the housing association. Golding Homes does not appear to want the land and may be prepared to lease it to the Parish Council on a peppercorn rent. Cllr T Sams offered to draft a letter to Golding Homes to start a discussion with them and all Councillors were in favour.

ACTION: Cllr T Sams

22 Mayor Invitation to the January Parish Council Meeting

The Clerk reported that the Mayor of Maidstone would usually be invited to the January meeting and asked whether Councillors wished for the invite to be sent for the January 2017 meeting. All Councillors were in favour with this and asked that refreshments be arranged as usual. Cllr J Sams asked whether the Parish Council could have confirmation of the topic that the Mayor will speak about.

ACTION: Clerk

23 Future Events

11th November - Poppy Appeal Coffee Morning (St John the Baptist Church)
13th November - Remembrance Sunday Service

24 Items for Future Consideration

No further items to be added to the agenda.

25 Date of next meeting

Full Parish Council Meeting - **Wednesday 30th November 2016** from **7.30pm** in the Booth Hall

With no further matters to discuss the meeting was closed at 8.58pm

Public Discussion:

Mr Roots reported that The Friends of St Johns are launching a 100 Club and invited all present to join.