

HUNTON PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON THURSDAY 10TH JULY 2008
AT HUNTON PARISH HALL

PRESENT : Cllr R Sawtell in the Chair, Cllrs K Eatwell, L Leonard, G Thomas and Mrs V Stancombe, Clerk

IN ATTENDANCE: Five parishioners were present throughout the meeting. Mr R Porter was in attendance at the start of the meeting and Cllr C Parr from Item 10.

PARISHIONERS OPEN SESSION

There were no matters raised.

1. APOLOGIES

Were received and accepted from Cllrs Heaton and Walter, County Cllr Stockell, Borough Cllrs Mortimer and Wilson and PCSO Hannah Percival.

2. COUNCILLOR DECLARATIONS

There were no declarations of personal or prejudicial interest made.

3. PARISH COUNCILLOR VACANCY

Mr Ron Porter had expressed an interest in the vacancy and gave a short resume for the Council's consideration before leaving the meeting. After a brief discussion, Members unanimously **Agreed** to invite Mr Porter to join the Council and the Clerk was asked to write to him accordingly. ACTION: CLERK

4. MINUTES of the ANNUAL MEETING of the COUNCIL and the ANNUAL PARISH MEETING held on 8th May 2008

The Minutes of the meetings had been previously distributed and were unanimously **Agreed** to be an accurate record. The Chairman signed off the official copies.

5. POLICE BUSINESS

There had been four reported crimes since the last meeting being one incident of aggravated burglary and three cases of criminal damage.

6. COMPLAINTS PROCEDURE

It was proposed by Cllr Thomas, seconded by Cllr Eatwell "**that the Council adopt the Complaints Procedure**". This was **Agreed**.

7. FREEDOM OF INFORMATION ACT 2000 – PUBLICATION SCHEME

It was proposed by Cllr Leonard, seconded by Cllr Thomas "**that the Publication Scheme is adopted by the Council in line with the Information Commissioner's recommendation and a Direct Debit set up for automatic renewal**". This was **Agreed** and a cheque was signed for £35.00 for the first year's registration.

8. PUBLIC PARTICIPATION POLICY

It was proposed by Cllr Leonard, seconded by Cllr Thomas "**that the Council adopt the Public Participation Policy**". This was **Agreed**.

9. GRANT AWARDING POLICY

It was proposed by Cllr Leonard, seconded by Cllr Thomas "**that the Council adopt the Grant Awarding Policy**". This was **Agreed**.

10. HIGHWAY AND FOOTWAY MATTERS

10.1 Footpath – Benstead Close to Village Hall

At a meeting with Ben Hilden Kent Highways, the Council was assured that definitive scheme options for the footpath between Benstead Close and the Village Hall will be prepared by Highways and sent within two weeks.

11. RESOURCES AND ENVIRONMENT MATTERS

11.1 King George V Playing Field

Cllr Eatwell reported that the AGM had been well supported and all Committees had been re-elected for another year. An application had been received from the Bowls Club to extend the rooms. The Football Club roof was leaking and estimates to re-seal and put the ceiling back were around £360. There have been problems again with rabbits in the field. The Committee had agreed that Licences will be issued to the Clubs using the field. The Fete had been very successful with £760 raised to date with some money still to be received. The Car Park has deteriorated and is in need of some maintenance and Cllr Eatwell will obtain estimates for the work. ACTION: CLLR EATWELL

11.2 KENT FREE TREES SCHEME

The Tree Warden advised that the Parish would benefit from the Kent Free Trees Scheme that offers up to 25 trees of species native to the area completely free of charge and agreed to complete and send the application form. It was agreed that some assistance would be provided to plant the trees. ACTION: TREE WARDEN

11.3 KENT POND & TREE WARDEN SCHEME

It was proposed by Cllr Leonard, seconded by Cllr Thomas “**that the Council support the BTCV (British Trust for Conservation Volunteers) with a financial contribution of £100 each for the Pond Warden and Tree Warden towards the training and support provided under this Scheme**”. This was Agreed.

12. PARISH PLAN

At the start of the meeting, Mr Porter had indicated that he would be willing to take this on this project together with help from other parishioners. Three examples of Parish Plans had been obtained to assist in the process and the Chairman suggested that a social event could be organised to invite everyone who may be interested in being involved in the Plan.

13. MATTERS OF REPORT

13.1 County and Borough Councillors

County Cllr Stockell and Borough Cllrs Mortimer and Wilson were unable to be present. Cllr Parr advised that the Parish Plan was certainly a worthwhile exercise to assist and also inform the Borough Council so they are aware of how the Parish would like to see the future of the whole community. Cllr Parr reported his attendance at the recent Cabinet Meeting when the closure of the Park and Ride and Coombe Quarry and the new scheme of concessionary fares for the disadvantaged had been debated.

13.2 Chairman

The Chairman reported a meeting with Highways at Peace Cottages to review the problems with the poor state of the road and drainage and also the problems where the land adjacent to the highways is being eroded where parents park their cars when taking their children to school. Estimates quoted by Highways were £3,500 for kerbing and drainage work and £4,000 for a complete resurface of the road. Cllr Parr advised Highways were prepared to undergo a re-patch with re-marking and re-alignment of the surface up to a cost of £1000 but the Council would need to raise the funds of £3,500 for the kerbing and drainage works required. It was suggested that the work could be carried out in the school holidays. The Chairman will contact the Headteacher of the School. ACTION: CHAIRMAN

13.3 Individual Councillors

Cllr Thomas reported that he had been liaising with Cllr Wilson regarding lorry routing and that Highways were in the course of producing a Freight Transport Strategy. Cllr Thomas also reported attendance at the Speed Limits meeting in Marden when Highways confirmed that Hunton was within a trial area with regard to the Speed Limit Review of A and B roads. Cllr Thomas was concerned that the Review did not cover other roads particularly West Street which is a very busy link road and felt the Review should be extended beyond A and B roads to be effective.

13.4 Clerk

13.4.1 Annual Leave

Members noted the dates of the Clerk’s annual leave.

14 FINANCE

14.1 Budget Monitoring Report

The budget monitoring report to 31st May 2008 was noted.

14.2 Income received since the last meeting

Members noted payments received since the last meeting as follows:-

KGV – Fete Income to 30 th May	£225.00
---	---------

14.3 Confirmation of payments already made

It was proposed by Cllr Leonard, seconded by Cllr Eatwell “**that the following payments made since the last Meeting are approved**”. This was **Agreed**.

Mrs V Stancombe – Net salary for May	£275.72
--------------------------------------	---------

Mrs V Stancombe – Net salary for June	£275.72
---------------------------------------	---------

14.4 Cheques for signature

It was proposed by Cllr Leonard, seconded by Cllr Thomas “**that the Council approve the following payments**”. This was **Agreed** and the cheques were signed:-

804 – MBC – Litterpicking	£61.10
---------------------------	--------

805 – Neptune Outdoor Furniture Ltd – Litterbins x 2	£465.30
--	---------

806 – HMRC – PAYE	£89.65
-------------------	--------

807 – Information Commissioner – Data Protection Registration	£35.00
---	--------

808 – Mrs V Stancombe – Reimbursement of Expenses	£212.46
---	---------

809 – South East Water – Cricket Field Water Charges	£206.81
--	---------

810 – BTCV – Pond & Tree Warden	£200.00
---------------------------------	---------

14.5 Clerk’s Membership of the Society of Local Council Clerks

It was proposed by Cllr Leonard, seconded by Cllr Thomas “**that the Council pay £43.00 towards the Clerk’s membership of SLCC**”. This was **Agreed**.

14.6 Bank Mandate

It was **Resolved** “that National Westminster Bank plc is requested to continue to act as the bankers of Hunton Parish Council” and a new mandate was completed and signed.

15 DATE OF NEXT MEETING

The next Council Meeting is on Thursday 11th September 2008 at Hunton Parish Hall.

There being no further business the meeting closed at 9.40 pm