

# HUNTON PARISH COUNCIL

## MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 21<sup>ST</sup> NOVEMBER 2022 AT 7:30PM AT HUNTON VILLAGE HALL

**PRESENT:** Cllr D Heaton in the Chair, Cllrs T Stanbridge, J Fuller, A Trought, J Goddard and M Summersgill, and Mrs S Goodwin, Clerk

**IN ATTENDANCE:** County/Borough Cllr Simon Webb was in attendance from Item 4 to Item 8.2.

### 1. APOLOGIES

There were no apologies for absence.

### 2. FILMING, RECORDING AND PHOTOGRAPHING

The member of the public did not wish to film, record or photograph the meeting.

### 3. COUNCILLOR DECLARATIONS

#### 3.1 Declaration of Interests

There were no declarations of interests.

#### 3.2 Dispensations

There were no requests for dispensations.

### 4. MINUTES OF THE FULL COUNCIL MEETING HELD ON 26<sup>TH</sup> SEPTEMBER 2022

The minutes of the meeting held on 26<sup>th</sup> September 2022 had been previously distributed. The Chairman signed the official copy of the minutes.

A correction was made to the minutes of the meeting held on 18<sup>th</sup> July 2022 – to change ‘Cllr Summersgill’ to ‘Cllr Heaton’ in the first line of Item 9.1 – initialled by the Chairman and the Clerk.

### 5. MATTERS ARISING FROM PREVIOUS MINUTES NOT INCLUDED IN THE AGENDA

Item 7.1.2 – The Memorandum of Understanding between the Parish Council and Hunton Football Club has been signed and returned by the Hunton Football Club manager.

Item 7.2.2 – A letter has been sent to the school about parking on West Street.

Item 9.6 – The landowner has cleared the ditches on Bishops Lane.

Item 11.5 – The insurance has been renewed with Zurich for the year to 30<sup>th</sup> September 2023.

### 6. POLICE

#### 6.1 Police

No crimes have been logged on the e-watch website since the last Parish Council meeting.

#### 6.2 Huntonwatch

Nothing to report.

### 7. LOCAL COMMUNITY

#### 7.1 King George V Playing Field Committee

The Secretary of the Committee, Sharon Goodwin, provided the following report:

- A working party carried out maintenance work on 9th October – mainly painting and fitting a new slide platform.
- The Football Club has fitted a new toilet in the changing rooms. A light in the kitchen is not working.
- The beech hedge between the Bowls Club and cricket pitch will be cut back.
- MBC have been submitting monthly play area inspection reports which are incorrect – work which has been completed is still appearing in the reports as ‘work to do’ as well as old photographs. MBC outsource the work to another company. A complaint will be made to MBC.
- MBC will not be carrying out play inspections from April 2023 – the Committee will do its own

documented inspections during the year from that date, with a RoSPA-trained inspector carrying out the annual inspection (insurance requirement).

- A new springy tractor is to be purchased for the play area.
- The Bowls Club/Cricket Club have installed a Smart electricity meter in the village hall which reduces the tariffs.

## 7.2 Traffic & Road Safety Working Party/Highways

Cllrs Goddard and Summersgill reported the following from the last Traffic & Road Safety Working Party (T&RSWP) meeting held on 7<sup>th</sup> October 2022:

Cllr Goddard advised that Greg McNicholl is the temporary replacement for Jennie Watson at KCC Highways. County Cllr Webb thinks someone has now been appointed permanently. Once the permanent replacement is in post, Cllr Goddard will be in contact to update the Highway Improvement Plan and ask about a 'Road narrows' sign near The Gudgeon.

A letter has been sent to Hunton CEP School regarding parents' parking.

Cllr Summersgill is coordinating Speedwatch and Lorrywatch. The Speedwatch locations needs to be approved again and, until that is done, others cannot be trained. Cllr Goddard will put up new Lorrywatch posters.

The kerbing outside the school should be installed early next year.

Cllr Goddard will contact KCC Highways for advice on which mirrors should be installed opposite the end of Bensted Close, but the Parish Council will pay for them. ACTION: CLLR GODDARD

Cllr Summersgill is in discussion with KCC Highways to correct their map of 7.5T limits. There are 7.5T limits missing for George Street and East Street.

A resident is going to excavate the ditch/culvert at the end of Grove Lane using a small digger. Cllr Summersgill has obtained quotes from jetting companies to clear the culverts from Grove Lane to the other side of West Street. It would cost £750 to £1,000 per day; CCTV is an additional cost.

Cllr Goddard will raise the Amsbury Road speed limit with KCC Highways.

A hedge is encroaching on the road on Redwall Lane, but the owners have said it slows the traffic down.

Cllr Summersgill asked Cllr Heaton about reinstalling the signpost at the bottom of Barn Hill, but the grass triangle on which it stands is being eroded. Members **Agreed** that three rocks could be located on the island to protect the signpost. ACTION: CLLR SUMMERSGILL/CLLR GODDARD/CLLR HEATON

Cllr Summersgill will speak to someone at Linton Parish Council about the signage at Wares Farm

The next T&RSWP meeting will be in February 2023.

## 7.3 Tree & Pond Warden

Ponds - Cllr Summersgill reported that there are empty oil and herbicide cans in a wooded area near a pond along Redwall Lane. They are not related to Linton Growers; it is not known who owns the woodland.

There are also quite a few tyres in the same location which have been there for some time.

Someone is fly tipping in a pond at the top of George Street – laurel and larger trees are being disposed of there. It has been happening for several years.

Hedge cuttings are blocking ditches in George Street.

Nothing to report on trees.

## 8. COUNTY AND BOROUGH COUNCILLORS

### 8.1 County Councillor

County Cllr Simon Webb reported that the focus at KCC is on the budget for next year. There will be savage cuts in the budget.

Cllr Summersgill asked about the bus service as some people were not able to get to school in September and wondered whether it was still an issue. Cllr Webb was unsure.

### 8.2 Borough Councillors

Borough Cllr Webb reported that MBC is also focussing on the budget for next year.

MBC has been allocated £250,000 for a Rural England Prosperity Fund. Bids of up to £50,000 can be submitted by organisations such as the village hall to improve facilities. The historical value and heritage should be at the forefront of the application.

Cllr Webb has been pushing hard for a response from full council about housing – he would like a full survey of all housing stock.

## 9. PARISH MATTERS

### 9.1 Parish Councillors

Cllr Summersgill reported that a cable will be replaced along Redwall Lane in a few weeks' time. Notification was not provided.

### 9.2 Flooding

Cllr Summersgill has put an article in the Hunton Herald about Flood Warden training; he is aware of one person who is already interested.

When it rains, the cover is blown off a gully on East Street due to a blocked culvert. KCC have jetted it twice but need to dig out another culvert. Motorists have burst tyres and Cllr Summersgill has explained to KCC that they could be sued. The culvert needs properly clearing.

A resident from a house at The Square has spoken with Cllr Summersgill about flooding. Cllr Summersgill has been out to look at the culvert with the resident, which the resident is to try and clear. Cllr Summersgill will continue to talk to residents about flooding.

### 9.3 Climate Change and Sustainability

Cllr Summersgill advised that the Parish Environmental Group is meeting on 22<sup>nd</sup> November.

### 9.4 Parish Council Meeting Dates 2023

Members **Agreed** to the following meeting dates for 2023:

Monday 16<sup>th</sup> January 2023

Monday 20<sup>th</sup> March 2023

Monday 15<sup>th</sup> May 2023 (Annual Meeting)

Monday 22<sup>nd</sup> May 2023 (Annual Parish Meeting)

Monday 17<sup>th</sup> July 2023

Monday 18<sup>th</sup> September 2023

Monday 20<sup>th</sup> November 2023

All meetings to be held at 7:30pm.

### 9.5 Neighbourhood Plan

Cllr Simmons was not at the meeting, so the item was deferred.

### 9.6 Coronation of King Charles III

Members **Agreed** that the Parish Council should organise a celebration on Sunday 7<sup>th</sup> May 2023 at the village hall to mark the coronation of King Charles III. A working party will be formed to organise the event.

ACTION: ALL MEMBERS

### 9.7 Remembrance Figure

Cllrs Trought and Heaton have both been approached by someone who has offered to pay for a remembrance figure for the village. Members **Agreed** that they would like to accept the kind offer and would pay for any works required to install the figure, preferably located on the green near the church.

ACTION: CLLR TROUGHT

### 9.8 Warm Hub

Cllr Trought advised that the Hunton Village Club Committee has asked whether the village should have a Warm Hub. Members **Agreed** that, if the Club is to be used as a Warm Hub, the Parish Council would support it and could make a grant to the Club for heating, lighting, etc. Cllr Trought will speak to the Committee.

ACTION: CLLR TROUGHT

### 9.9 Clerk's Report

A resident has forwarded details of a Community Information Drop-In Event that Yalding Parish Council held in October, to provide advice to residents from various organisations. It was provided for information in case Hunton decides to do something similar. Members noted that these events have been held in Hunton previously.

## 10. CONSULTATIONS

### 10.1 Maidstone Borough Council – Design and Sustainability Development Plan Document Regulation 18 Consultation

Maidstone Borough Council has published the Regulation 18 version of its Design and Sustainability Development Plan Document, which seeks to set out policies to enhance the quality and sustainability of new development in the borough.

Members **Agreed** not to respond to the consultation.

### 10.2 Kent County Council – National Highways & Transport Network Surveys

Kent County Council is taking part in the NHT Public Satisfaction Survey on highways and transport services and has opted to take part in six web-based surveys on specific issues:

- Highway maintenance
- Accessibility
- Walking and cycling
- Public transport
- Road safety
- Tackling congestion

Members **Agreed** not to respond to the surveys.

### 10.3 The Boundary Commission – Parliamentary Constituencies Consultation

*Item discussed before Item 9.1 to allow County Cllr Webb to comment before leaving*

The Boundary Commission for England (BCE) is redrawing constituency boundaries in order to rebalance the number of electors represented by each MP and is consulting on the proposed new constituencies. The proposed constituency for Hunton is Weald of Kent.

Cllr Heaton noted that Hunton will be in a new constituency and will no longer be in the same constituency as Maidstone Borough Council. The Weald of Kent constituency will cover a huge area which is very rural.

Cllr Webb advised government thinking is that county and borough councils will become unitary authorities in future but is not sure how that links to parliamentary constituencies. The Weald of Kent constituency will be large as the constituencies are based on population and as it is all rural it needs to cover a large area to have a similar population to other constituencies.

Members **Agreed** not to respond to the consultation.

## 11. FINANCE

### 11.1 Budget Monitoring Report

The Budget Monitoring Report to 31<sup>st</sup> October 2022 was **Noted**.

### 11.2 Income Received

Members **Noted** that the following income has been received since the last meeting:

Hunton Parish Hall Committee – FIT	£849.89
Maidstone Borough Council – Parish Services Scheme grant (2 <sup>nd</sup> half)	£838.50

The bank reconciliation was reviewed and signed by Cllr Trought.

### 11.3 Payments Made

Members **Approved** the following payments made since the last meeting:

SO – Sharon Goodwin – Salary & office allowance – September	£472.10
Unity Trust Bank – Service charge	£18.00
SO – Sharon Goodwin – Salary & office allowance – October	£472.10

The following payments were authorised at the Planning Committee meeting on 7<sup>th</sup> November:

Q-Tec Solutions Ltd – Annual maintenance of CCTV system	£310.14
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VCS Websites – Web hosting	£100.00
Robert Cox – Maintenance of permissive footpath and hedge	£500.00
KCPFA – Annual membership subscription	£20.00
Npower – Street light electricity	£18.46

#### 11.4 Electronic Payments

Members **Approved** the following payments. Cllrs Summersgill and Stanbridge will authorise the payments set up in Unity Trust Bank using online banking:

Fields in Trust – Annual membership subscription	£65.00
Hunton Parish Hall Committee – Grant towards new infrared heaters	£2,500.00
Sharon Goodwin – Travel expenses / Postage / Mobile phone top up	£67.50
Mark Birch – New Football Club changing rooms toilet	£212.80

#### 11.5 Annual Governance & Accountability Return (AGAR) & Audit 2021/22

Members noted that, following the audit of the 2021/22 AGAR, PKF Littlejohn LLP has not raised any matters of concern and has issued Hunton Parish Council with a ‘clean’ certificate. The statutory ‘Notice of conclusion of the audit’ and audited AGAR were displayed on the notice boards and parish website before the deadline of 30<sup>th</sup> September.

#### 11.6 Permissive Footpath on West Street – Hedge and Verges Maintenance Contract

The specification for the two-year contract for the maintenance of the hedge and verges near the permissive path on West Street was sent to Robert Cox, who returned a quote before the deadline. The price has increased by just £30 on the previous contract. Members **Agreed** to accept the quote. ACTION: CLERK

#### 11.7 CIL Neighbourhood Receipts

In November, the Parish Council received £6,107.37 in Community Infrastructure Levy (CIL) Neighbourhood Receipts from Maidstone Borough Council (MBC) for the period from 1<sup>st</sup> April to 30<sup>th</sup> September 2022.

The Parish Council will need to report to MBC by 30<sup>th</sup> June 2023 on how the CIL monies have been allocated and spent during the previous financial year in accordance with the CIL reporting regulations. If the monies are not spent within the current financial year, they can be carried forward but must be spent within five years of receipt.

The Community Infrastructure Levy Regulations 2010 (as amended) state that CIL must be spent on:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or
  - Anything else that is concerned with addressing the demands that development places on an area.
- This gives Parish Councils considerable freedom to spend the neighbourhood portion of CIL on projects that address the impact of development in their local area.

Infrastructure is broadly defined in the Planning Act 2008. There are typically three broad categories of infrastructure:

- Physical infrastructure - cycle ways, village halls, benches, fencing
- Social infrastructure – education and health facilities, art and culture, sports halls, community assets
- Green infrastructure - parks, woodlands, play areas, public open space

CIL cannot be used as a replacement for everyday parish expenditure or for things that do not mitigate against the new development.

Members considered possible expenditure of the CIL monies:

- Jetting culverts
- Producing a book of village walks
- Clearing ponds

#### 11.8 Review of Clerk’s Salary

The National Joint Council for Local Government Services (NJC) has agreed new pay scales applicable from 1<sup>st</sup> April 2022 (a flat £1,925 increase for all scale points from the 1<sup>st</sup> April 2021 scales).

Members **Approved** the increase in the Clerk’s salary (at SCP 12) in line with the NJC pay scales from 1<sup>st</sup> April 2022. Members **Approved** the Clerk’s back pay of £257.95 for the 7 months from April to October 2022 and **Agreed** to authorise the standing order mandate to increase the Clerk’s monthly salary payment

from November 2022. The back pay and standing order mandate will be authorised online.

ACTION: CLLR SUMMERGILL/CLLR STANBRIDGE

#### **11.9 Maidstone Mediation**

An email has been received from the Maidstone Mediation, seeking a donation. Members **Agreed** not to contribute.

#### **11.10 Heart of Kent Hospice**

An email has been received from the Heart of Kent Hospice, seeking a grant. In 2022, the Hospice cared for six people from Hunton parish.

Members **Agreed** not to contribute.

#### **11.11 South East Water Community Fund**

South East Water has set up a Community Fund as a result of the inconvenience caused to local communities due to loss of water and low pressure in the summer months. Hunton Parish Council has been invited to apply on behalf of charities, community groups and not for profit organisations in the parish. Cllr Heaton raised the Community Fund at the last Playing Field Committee meeting and the sports clubs have requested the following:

Cricket Club – petrol scarifier - £391.99

Bowls Club – water pump - £1,200 to £1,500 (price to be confirmed)

Football Club – refurbishment of the changing rooms - £800

The trustees of the Village Hall Committee will also be asked at the next committee meeting on 22<sup>nd</sup> November if they have a grant request. The application will then be submitted to South East Water.

ACTION: CLERK

#### **11.12 Mower**

The Parish Council owns a mower, which is primarily used at the churchyard and Community Orchard. Cllr Heaton has previously paid for expenses relating to the mower himself.

Members **Agreed** that servicing and fuelling of the mower should be paid for by the Parish Council in future.

### **12. PLANNING**

#### **12.1 Planning Applications**

##### **12.1.1 Park House, Lughorse Lane – 22/504925/SUB**

Submission of details pursuant to conditions 3 (Materials Schedule) and 4 (Biodiversity Enhancement Scheme) of application 20/500940/FULL.

Parish Council recommendation: No response. The details in the submission are fine and reflect what the Parish Council has been asking MBC to consider regarding biodiversity.

##### **12.1.2 88 Amsbury Road – 22/505191/FULL**

Erection of a single storey rear extension.

Parish Council recommendation: No objection.

#### **12.2 Reed Court Farm, Hunton Road, Marden – 20/505751/EIFUL**

The planning applicant has submitted two additional documents to MBC, but they have not been uploaded on the MBC Planning Portal as yet, so Members cannot respond.

#### **12.3 Planning Decisions**

No planning decisions have been made by Maidstone Borough Council since the last Planning Committee meeting.

### **13. DATE OF NEXT MEETING**

The next full Parish Council meeting will be held at 7:30pm on Monday 16<sup>th</sup> January 2023 at Hunton Village Hall.

**There being no further matters to discuss the meeting closed at 9:34pm.**