

# BEARSTED PARISH COUNCIL

Minutes of a meeting of the Parish Council held at **King George V Memorial Hall, Manor Rise, Bearsted on Tuesday 14<sup>th</sup> July 2009 at 7.30 p.m.**

Present: Messrs Walton (chairman), Cuming, Dyke, Ethridge, Hughes, Licence, Stark, Street and Young, Mrs Cuming, Mrs Marshall MBE together with the Clerk, Mrs Rimmer, Community Warden Riach-Brown, Mr Wilson, BWT and Mr Spooner, Planning Consultant to the Parish Council.

Reports from members of the Public: None

## 1 **Apologies for Absence**

Messrs Ash, Harris and Smith, Mrs Stevens. PCSO Stevens

## 2 **Declarations of Interest**

All Councillors were warned of the necessity to disclose any interest they may have in any items to be discussed. Mrs Marshall declared that she would not participate in any discussion concerning planning matters as she was a member of the Borough Council Planning Committee.

Mrs Cuming, Mr Ethridge, Mr Licence and Mr Smith stated that they were members of the Woodland Trust and would not participate in any discussions concerning this organisation.

Mrs Marshall and Mr Ethridge stated that they were members of the Madginford Hall Management Committee and would not participate in any discussions concerning the Pre-School lease.

3 **Minutes of Meeting held on 9<sup>th</sup> June 2009** were signed as a true and accurate record of proceedings, following amendment to item 2 *Mr Ash and Mrs Marshall declared that they would.....*

## 4 **Action Points from Previous Minutes**

### 4.1 **Parish Plan – update**

The stall at the Bearsted Fayre had been very successful with a large amount of interest being shown. Additional questionnaires had been handed out and would be collected in due course. Steering Group to meet in August to discuss way forward.

### 4.2 **KCC - Proposed licence to sublet land to pre-school**

Mr Walton reported that he is due to meet with Paul Carter and the Head of Madginford Infants School to discuss alternative locations. Planning application is due to be determined on 23<sup>rd</sup> July by MBC Planning Committee.

## 5 **Matters Arising**

5.1 **Joint Parishes Group** – deferred to end of agenda

### 5.2 **Play Area – Woodland Trust Land**

a) The Play area is now open. Mr Wilson stated that the area is everything that the BWT had envisaged. He wished to congratulate the Council on getting this project completed.

b) BWT would like to install a number of benches within the confines of the play area. These can be sponsored in due course by members of BWT and other members of the

public. Mrs Marshall advised that the Borough Councillors for the area may be able to fund a number of the benches from their devolved budgets. It was agreed that BWT purchase 5 benches.

- c) Mr Wilson asked whether the area could be monitored during the evenings of the school holidays to ensure there is no anti-social behaviour.

**Action: Clerk to request PCSO Stevens to arrange for visits.**

- d) Signs for the site have been ordered:

- stating that the area was erected by Bearsted Parish Council. It was agreed that an etched steel sign on an oak lectern frame, in line with the information boards on BWT land, would be ordered at a cost of £370
- Emergency Contact nos. etc

- e) In view of the fact that this play area is designed for the junior age range it was agreed that one of the toddler swing seats be replaced with a junior swing seat at a cost of £169.03.

- f) Litter situation to be monitored

- g) BWT have stated that they would be prepared to cut football pitch grass. Parish Council to arrange for pitch to be marked up initially. The area available for a pitch will only accommodate a 7 aside pitch. Contact from Clubs awaited regarding usage.

### 5.3 Play Area – Bearsted Green

- (i) Order for repairs to swings has been placed.
- (ii) Three quotations have been received regarding the replacement of the fencing and gate. It was agreed that the quotation from J Dowle be accepted at £3400 (exc VAT)

### 5.4 Textile Bank

This is now in situ

### 5.5 John Lawson Circus

Letter received from John Lawson responding to our advice that a flat fee would be charged for 2010. Due to the decline in trade the circus will only visit for 4 days. It was therefore agreed that the flat rate fee be charged on a pro-rata basis. Regarding electricity and water used in 2009 this charge would be reduced to £50.

## 6 Police Report

- a) Report from PCSO Jim Stevens advised that 8 crimes reported since the last meeting (Appendix 1)

b) Community Warden Riach-Brown presented councillors with a copy of her monthly activity sheet. This will be presented to the council on a monthly basis to show the range of work being undertaken in the parish. The council thanked Mrs Riach-Brown for the excellent job that she carries out in the parish and for the report that will enable them to gauge the type of issues affecting parishioners.

(ii) The Regional Community Warden Football Tournament was held on 11<sup>th</sup> July with a team representing Bearsted in both the girls and 14-16 yrs group. Bearsted Girls will now be going through to the County Finals on 8<sup>th</sup> August, whilst the 14-16yrs team came runner up. Mrs

Riach Brown thanked the Clerk, Mrs Rimmer and her partner for their assistance in organising this event.

(iii) Request from parishioners regarding the installation of a litter bin on the path from Hillbrow to Bell Lane and also a Dog Bin on Banky Meadow.

**Action: Open Spaces Committee to consider**

## 7 Correspondence

a) Letter from resident re Button Lane regarding sewage smell from sewer on Open Space.

**Action: Open Spaces Committee to monitor**

b) Letter from visitor to Carnival re seat on the green – visitor to the carnival reported that a seat on the green had now been broken for 2yrs without repair.

**Action: Open Spaces Committee to investigate**

c) Letter from Kent Wildlife Trust re annual subscription – it was agreed that this would not be renewed.

d) Letter from Kent Police re Policing Kent 2009-2012 – This policing plan is available on the Authority's website

<http://kentpa.kent.police.uk/Publications/Policing%20Plan/Policing%20Plan%202009-1.pdf>

e) Letter from South East Water re The Street Allotments – advise that consumption has increased considerably and requesting that supply is checked for water leak. Passed to Management Committee for action.

f) Letter from MBC re Code of Conduct Training – Training sessions being held at Town Hall on 27<sup>th</sup> July, 16<sup>th</sup> September and 7<sup>th</sup> October from 6.30 p.m. regarding the Code of Conduct. Two representatives from each council invited.

g) Letter from Dept of Transport re Application for proposed stopping up of highways on land to west of junction 8 of M20

**Action: Planning Committee to discuss**

h) Letter from KHS re installation of crossing facility at Ware Street – details of proposed crossing circulated for comment.

**Action: Transportation Committee to discuss**

i) Email from KALC – Councillors Information Day 29<sup>th</sup> July at Lenham

j) Various emails from Denis Spooner re KIG Inquiry to be discussed under Joint Parishes Group at end of meeting.

## 8 Planning

8.1 **Minutes of Planning Committee 23<sup>rd</sup> June and 9<sup>th</sup> July 2009.** The minutes of 23<sup>rd</sup> June had previously been ratified under emergency powers. Minutes of 9<sup>th</sup> July were agreed as a true record and recommendations approved. (Appendix 2 and 3)

Draft Planning policy for the council was adopted by full Council. (Appendix 4)

## 8.2 Applications Received

MA/09/0879	6 Mallings Drive
MA/09/0891	Two Trees, 25 The Landway
MA/09/0909	23 Copsewood Way
MA/09/0921	Fairmeadow, Church Lane
MA/09/0931	18 Fauchons Lane
MA/09/0823	White Lodge, Ware Street, Bearsted
MA/09/0826	40 Fauchons Lane, Bearsted
MA/09/0982	74 Ashford Road, Bearsted
MA/09/1081	11 Plantation Lane
TA/0076/09	61 Ware Street, Bearsted

## 8.3 Other Matters

In view of the number of applications being received for properties in Church Lane it was proposed that KHS be requested to carry out an impact survey looking at the cumulative effect of development on road safety within the area.

## 9 Matters of Report

### 9.1 Finance

- (i) List of Cheques to be signed approved. Proposed Mr Licence, seconded Mr Ethridge. (Appendix 5)
- (ii) Bank reconciliation and budget monitoring – circulated. To be discussed further at next Finance Committee

### 9.2 Open Spaces Report

- (i) Minutes of meeting held on 25<sup>th</sup> June 2009 were agreed as a true and accurate record of proceedings. (Appendix 6)
- (ii) It was proposed that the allotment agreement we amended to include:
  - No commercial selling
  - Only one allotment per household
  - Allotments will be allocated only to those on the electoral register for the parish

Once agreed the amended agreement will be sent to the management committee for their views. Any tenants holding two sites per household will be issued with a notice to vacate one of the sites.

- (iii) Mrs Marshall questioned why the decision to not install a handrail from the Church car park was taken, requesting that this be reconsidered as the ground becomes dangerous when wet.

**Action: Open Spaces Committee to reconsider**

- (iv) Messrs Dyke and Hughes have now met with a contractor to draw up a standard specification for the resurfacing of Church Landway. This will be sent out for quotation in due course.

- (v) Mr Licence requested that the committee look at the amount of dog fouling on the Elizabeth Harvie field and how this can be dealt with.

**Action: Open Spaces Committee to consider**

### 9.3 Youth Report

- (i) Minutes of meeting held on 6<sup>th</sup> July 2009 were agreed as a true and accurate record of proceedings. (Appendix 7) Further meeting required early August to discuss opening event for Play Area on 16<sup>th</sup> August.

**Action: Clerk to prepare article for Downs Mail re opening**

#### **9.4 Communications Report**

July meeting to be rescheduled.

#### **9.5 Transportation/ Lighting Report**

(i) Next meeting to be held on 30<sup>th</sup> July to include a presentation from PC Jarvis of Speedwatch. Representatives from Downswood, Otham, Detling and Thurnham have been invited in the hope that a joint parishes group can be formed to tackle rat-running.

(ii) Rail leaflets have been handed out at Bearsted Railway Station drawing commuters attention to the proposed changes to the service.

#### **9.6 Entertainment Report - Music on The Green**

Very well supported this year. However there was concern about the number of under age drinkers on the site. This needs to be addressed for next year. Letter to be sent to Chief Constable of Police asking for suggestions on how to enforce a Zero Tolerance policy.

Mr Hughes was thank for arranging this fantastic evening. It was proposed by the Clerk that a bunch of flowers be presented to Mr Hughes' wife to thank her for the work that she undertook in particular for preparing the money collected for banking etc. Agreed.

#### **9.7 Quality Parish Council Application sub Committee**

Nothing further to report. The Clerk advised that she hoped to carry out some work on this application during August.

#### **9.8 Chairman's Report**

The Chairman reported a busy month discussing KIG, pre-school, youth facilities and the Clerk's pension.

#### **9.9 Clerk's Report**

##### **(i) Playscheme update**

Bookings for this year's playscheme have been coming in on a regular basis, with no further bookings only being accepted for 28<sup>th</sup> and 31<sup>st</sup> July as all other dates are booked.

A large range of activities has been organised for the children including visits from the Police, Fire Brigade, Renaissance Crafts, Scott Poleykett Clown and a Spring Water Company to talk about the benefits of keeping hydrated etc.

In addition a new range of craft activities is being introduced and a soccer skills workshop will be held everyday throughout the fortnight. The usual talent show and end of playscheme party are also included. The mayor has been invited to act as judge for the talent show, confirmation of his attendance is awaited.

##### **(ii) Holiday**

The Clerk reported that whilst she is away from the office between 16<sup>th</sup> and 25<sup>th</sup> July Mrs Michelle Hobbs will be opening the office from 10 am to 4.30 pm daily to provide a basic administrative cover.

#### **9.10 KALC Report**

Nothing to report

#### **9.11 Written Reports from County Councillor and Borough Councillors**

Nothing to report

## 9.12 Reports from Councillors who sit as representatives on local organisations

Nothing to report

### 10 Elderly Forum

Early discussions taking place about the formation of a forum to address the needs of the elderly. There have been a number of interested parties who wish to assist with this project.

### 11 Matters for next Agenda

No additional matters

Pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public were excluded from the remainder of the meeting because of the confidential nature of the business transacted.

### 12 Personnel Matters

### 13 Joint Parishes Group

### 14 Date of Next meeting – 8<sup>th</sup> September 2009 at King George V Memorial Hall

There being no further business the meeting closed at 10.50 p.m.

### Action Points from minutes

Play Area	Evening visits during school holidays	PCSO
C, Warden Report	Litter and dog bins to be installed Hillbrow/Bell Lane	OS Cttee
Correspondence	Button Lane Sewer to be monitored	OS Cttee
	Seat on Green in need of repair	OS Cttee
	Dept of Transport re stopping up of highways	Planning Cttee
	Ware Street crossing	Transport Cttee
Open Spaces	Revisit request for handrail in Car Park	OS Cttee
	Dog Fouling Elizabeth Harvie Field	O S Cttee
Youth	Downs Mail item re Opening of Play Area	HR