**STAPLE PARISH COUNCIL**

Minutes of Ordinary Council Meeting, Wednesday 12th June 2019

Staple Village Hall

Present: Cllr Bartlett (in the Chair)

 Cllr Mrs Coulson

 Cllr G McCollum

Cllr N McCollum

Cllr D Kirk

Cllr J Kirk

 Cllr Loukes

 District Cllr Conolly

Acting Clerk to the Council Miss L Fidler

6 Members of the public

1. **APOLOGIES**

No apologies were received.

1. **DECLARATION OF INTERESTS**

No declarations of interest were declared.

1. **ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN**

Nominations for Chairman and Deputy Chairman were invited.

**RESOLUTION: Cllr Bartlett was unanimously voted in as Chairman of Staple Parish Council for the ensuing year and Cllr N McCollum was unanimously voted in as Deputy Chairman to Staple Parish Council.**

1. **NOMINATED REPRESENTATIVES**

Councillors were elected to lead on the following specific matters:

**(i)** Footpaths : Cllr Mrs Coulson

**(ii)** Highways & Transportations: Cllr G McCollum

**(iii)** Village Hall Committee: Cllr J Kirk

**(iv)** The A257 Group: Ms Y Leach will be asked to continue to represent the Council in the absence of a councillor who lives in Shatterling.

**(v)** No other appointments were deemed necessary.

1. **COUNCILLOR VACANCY**

Nominations were sought for the vacancy on the Council; due to their being insufficient candidates at the uncontested election in May 2019. Mr Roger Loukes confirmed that he would like to join the Council and provided some information about himself and why he would like to be a councillor.

**RESOLUTION: That Mr Roger Loukes become a councillor of Staple Parish Council.**

Cllr Loukes signed the Declaration of Acceptance of Office and joined his fellow councillors.

1. **MINUTES**

The Minutes of the Ordinary Parish Council meeting held on 17th April 2019 were received and considered.

**RESOLUTION: The Minutes were approved as accurate and signed.**

1. **ANNUAL PARISH MEETING**

The Draft Minutes of the Ordinary Parish Council meeting held on 17th April 2019 were received and it was considered if any actions need to be taken forward. The Minutes were not approved, as this will be done at the Annual Parish Meeting in 2020.

**RESOLUTION: The draft Minutes were noted.**

1. **DOVER DISTRICT COUNCIL & KENT COUNTY COUNCIL**

Cllr Conolly provided the following updates:

1. New Cabinet: Following the May elections the new Cabinet has been appointed as follows:

Keith Morris: Leader

Sue Chandler: Deputy Leader and Housing and Health

MJ Holloway: Community and Tourism

Trevor Bartlett: Environment and Commercial Services

Nick Kenton: Planning and Regulatory Services

Steve Manion: Finance and Governance

Nigel Collor: Transport and Licensing

Mike Conolly was elected as Chairman of the Council

The political make up of the new council, which is: Conservative 19, Labour  12, independent

1. Self Build Conference: Following a successful event last year a ‘bigger and better’ self build conference is to be held at the Ark, in Dover on June 18th. This aims to help and encourage communities and individuals to deliver affordable housing in their area. This will be sponsored by Homes England through their Community Housing Fund and will also be supported by neighbouring district councils.
2. M&S Deal: Following the closure of M&S in Deal in April, which caused much disappointment in the town, we understand that M&S have identified a new tenant. There is no public information on who this may be and we also understand that the legal process is likely to be protracted. In the meantime M&S have confirmed they wish to have a presence in the town, but as yet it has not proved possible to match their current business model requirements with any available sites.
3. Betteshanger Country Park: With Hadlow College, the owners of the park and the land on the other side of the road, in administration because of financial problems, the park is up for sale. There are four potential buyers but they would have to commit circa £3 million to complete the Museum of Kent Mining which has been under construction for some time. In compensation they would probably be able to build housing on the old colliery site, which had been intended for educational use. In the meantime the Country Park remains open as usual.
4. Open Golf: A Community Open Day was held earlier this month to allow all interested parties to see and comment on the plans for next year’s British Open. Logistical arrangements are key to getting some 250,000 people onto the course across the four days of competition and an important part of this is the extension of the platform at Sandwich station to allow 12 carriage trains.
5. Sandwich Toll Bridge: Because of an electrical problem the bridge is stuck in the open position (ie allowing boats to go through but not vehicles.) Of course this is causing major traffic problems. Latest news is that repairs are likely to take weeks.
6. LED roadside lighting: The rollout of the new lights is due to start in September and will begin with rural areas.
7. **PUBLIC RIGHT TO SPEAK**

A local resident asked if there are any plans for DDC to take ‘in-house’ the collection of household waste, as Canterbury City Council plans to do? Cllr Conolly responded that Veolia currently have 1.5yrs to run on their current contract, DDC are currently negotiating the next contract now.

1. **SANDWICH TAXI BUS SERVICE**

Mrs S Facey provided an update on the service, which commenced on 10th June. It has immediately become apparent that an early evening service is required so that anyone who has been dropped in Sandwich in the afternoon has opportunity to spend some time there and then get home again. The cost for adding in a 1700hrs journey serving Staple before Northbourne & Mongeham is £70.75 per day, and so for a six-month trial £9,197.50. In order to add/change the route/times the Traffic Commissioner requires 72 days notice and so the new scheme needs to have an initial review as soon as possible to see what changes are required. If enough local residents use the service it will hopefully be picked up long term by KCC. Mrs Facey was informed that the Council will consider a contribution towards this additional service later in the meeting [see Minute 13(iii)]. Mrs Facey suggested that any funding should come with a caveat that the timetable must meet the needs of the residents of Staple, Greater Mongeham & Northbourne. Grants from Sandwich Town Council, Sandwich Chamber of Commerce and KCC will also be sought.

It was noted that the drivers are very good, and flexible – they will pick up passengers at non-scheduled stops if you flag them down, and you can get off in Ash to connect to Canterbury.

Mrs Facey was congratulated on her and her colleagues tremendous hard work getting this service for the Parish. Local residents now need to use the service if there’s any hope of KCC picking up long term funding.

1. **SPEEDWATCH**

Cllr Loukes, as Speed Watch co-ordinator provided the following report:

“Since we started Speedwatch in November we have had 24 sessions and recorded 115 vehicles exceeding the set speed limit of 35 mph.

The maximum speed recorded was 48mph for which the driver received a letter from the Police.

There have been a total of 17 letters sent by the police for exceeding the speed limit on more than two or more occasions. This is because drivers who have been seen to be speeding more than once and after the second time receive a letter from the Police.

We logged one vehicle that should not have been on the road (the driver denies he was driving) and he now has a file logged against him and vehicle and details passed to other forces and placed on the ANPR system.

We vary the locations for our sessions and the percentage of speeders varies from 5 to 35. Lower Road is still the road with the most vehicles exceeding the limit.

We have completed a session on a Saturday but it was not very successful so we will aim for 3 sessions during the week.

Our new radar device is working well and sharing with Stourmouth is no problem. They have an external box situated at one of the properties with a key code access so we can drop off at any time after our week's usage.

We have had Ellen Hausegger join us as a volunteer and has been checked out and Malcolm Barden is now also fully up and running. This means we have 13 volunteers but new volunteers are always welcome.

### SID report

Durlock Road North direction. 85% of vehicles travel at or below 38 mph, with the maximum speed recorded of 70mph on 2nd May at 4:10 in the afternoon. 13953 vehicles passed along the road and average of 487 per weekday.

The Street West direction. 85% of vehicles travel at or below 36 mph, with the maximum speed recorded of 65mph on 26th May at 9:15 in the morning. 19715 vehicles passed along the road and average of 674 per weekday.”

It was confirmed that there are currently 13 volunteers (two new people have just joined) and ideally there would be at least two more people.

It was AGREED that placement of another pole would be arranged without KCC’s input.

1. **PLANNING**
2. 19/00538 | Variation of conditions 3-15 of planning permission DOV/16/00442 to facilitate changes to the sequencing/phasing of the development and the trigger points for the submission of details required by planning conditions (section 73 application) | Site At The Three Tuns The Street Staple CT3 1LN

**RESOLUTION: To support this amendment.**

1. 19/00515 | Erection of 6no. dwellings with associated parking (existing buildings to be demolished) | The Lodge Fleming Road Staple CT3 1LG

**RESOLUTION: To support the application in principle, however, there were concerns about highways safety, as the development will lead to an increase in vehicles exiting the property who (when turning right on exit) are turning into a blind bend.  It will be suggested that a safe exit of the site could be improved by removing/cutting back vegetation to increase site of The Street.**

1. An update regarding application 10/00256 (Land at Barnsole Road) was provided; this proposal is now for four detached houses.
2. **FINANCE**

**(i)** The following cheques were approved:

Amount: £153.80

Cheque # 200312

To: Miss S Palgrave

For: Clerk’s salary and home office in April 2019

Amount: £36.20

Cheque # 200313

To: Post Office Ltd

For: Clerk’s PAYE for April 2019

Amount: £153.80

Cheque # 200314

To: Miss S Palgrave

For: Clerk’s salary and home office in May 2019

Amount: £36.20

Cheque # 200315

To: Post Office Ltd

For: Clerk’s PAYE for May 2019

Amount: £396.80

Cheque # 200316

To: Zurich Municipal

For: Insurance in 2019/20

Amount: £190.00

Cheque # 200317

To: Miss L Fidler

For: Invoice received for service of an Acting Parish Clerk in June 2019.

 **RESOLUTIONS:**

1. **The above listed payments were approved.**
2. **Cllr D Kirk and Cllr S Coulson will be added as authorised account signatories.**
3. Miss L Fidler reported that the 2019/20 accounts had now been balanced and will be submitted to the internal auditor as soon as possible. There will be a delay by having the accounts signed off at July’s council meeting, Miss Fidler has written to the external auditor to explain that this delay is due to changing staff.

**RESOLUTION: This information was noted.**

1. Councillors received and considered a draft budget for 2019/20.

**RESOLUTION: Subject to a timetable that is agreeable and beneficial to the residents of Staple, Greater Mongeham and Northbourne, Staple Parish Council will contribute £3066 towards a 5pm Sandwich Taxi Bus Service; one third of the total cost for six months of service.**

**The draft budget was then approved.**

1. **FOOTPATHS REPORT**

Cllr Mrs Coulson reported that she’s aware that some footpaths have been tended recently, she’s unaware if it’s all footpaths. It was noted that vegetation is overgrowing the footpath opposite the Church, and a hedge is overgrowing the pavement at ?????.

**RESOLUTION: Cllr Mrs Coulson will report the overgrown footpath to KCC and speak to the private owners of the hedge about cutting it back.**

1. **HIGHWAYS AND TRANSPORTATION**
2. Councillors considered information obtained from Miss Palgrave relating to the “Parish Bus Shelter Grant Application 2019/20”.

**RESOLUTION: Cllr D Kirk will investigate the condition of the two bus stops and report back to Council.**

1. The Minutes from the A257 Full Traffic Group Meeting of 10th May 2019 were received and considered.

**RESOLUTION: This information was noted.**

Cllr Bartlett shared with the Council correspondence that he’d had with Mr I Day, | Drainage & Structures Assistant Engineer at KCC, regarding the ongoing drainage problems at Twitham. Mr Dray had reported that “here was a total of 10 gullies all cleansed and jetted and the pipelines were all jetted through in the vicinity of Twitham Farm/Pettocks Lane”. Cllr Bartlett had reverted to Mr Day to say that this work had not been successful and it has been confirmed that another road closure will be arranged and the soak-aways will be cleansed and monitored.

2) MostcarsarespeedingandtheyspeedmostonDurlockRoad.

3) Durlockrecordeda90mphrecordat12:50onSaturday2

nd

DecemberbeatingeventhepreviousShatterling

best.

4) Statisticsmonthbymonthanddaybydayareprettyconsistent.Evenweek‐endsaresimilartoweek‐days

withoutthepeaksasmarked.

1. **VILLAGE HALL & RECREATION GROUND**

Cllr J Kirk reported that the hall has been re-pained throughout with just the committee room to do. The annual safety inspection will now be undertaken in house. And a quote for gutter repairs has been requested.

1. **SCHEDULE OF MEETINGS**

A draft Schedule of Meetings was considered.

**RESOLUTION: The dates for Council meetings throughout the remainder of 2019 was approved.**

1. **POLICY & PROCEEDURE**

Councillors received the draft Standing Orders and Financial Regulations for annual review, these were based upon the National Association of Local Council’s model documents.

**RESOLUTION: The Standing Orders & Financial Regulations were approved.**

1. **CONFIDENTIAL ITEM**

**(i)** It was AGREED that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

 **(ii)** Councillors were asked to consider the employment status of the Acting Clerk to the Council and the recruitment of a new Clerk to the Council.

 **RESOLUTION: The Acting Parish Clerk will not be re-recruited for her interim work in the role (at Miss L Fidler’s request); she will submit a monthly invoice for her work.**

 **A previous applicant for the role will be approached by the Clerk to find out if they are still interested, after which advertisement will commence.**

1. **ADDITIONAL CORRESPONDENCE**
2. Cllr J Kirk asked if the Recreation Ground could be closed to the public during the County Fair.

**RESOLUTION: It was confirmed that the Recreation Ground would be closed as a public amenity during this evening.**

1. It was reported that the flint wall around the Old Church Yard is in need of some repairs.

**RESOLUTION: Cllr D Kirk will investigate this matter and report back.**

1. **DATE & TIME OF NEXT MEETING**

The next meeting of Staple Parish Council will be held on Wednesday 10th July 2019 at 7.30pm.

The meeting was closed by Cllr Bartlett at 21:20hrs

Approved: . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . (Chairman)