



DRAFT

HERNHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall on Wednesday 29th January 2020 from 8:00pm to 10:05pm.

Present: Cllr J. Geliot (Chairman of meeting) Cllr B. Heller Cllr A. Rumble Cllr C. Page
Cllr S. Castle R. Parr (Clerk)

Also Present: Cllr A. Bowles (KCC), and 1 member of the public

112 APOLOGIES

Cllr. S. Edgington Cllr P. Couzens Cllr Alastair Gould (SBC)

113 DECLARATION OF INTERESTS

None declared.

114 MINUTES

- A. The minutes of the Parish Council meeting held on the 27th November 2019 (97-108) having been circulated to all Members, were taken as read, confirmed and signed by the Chairman.
- B. The minutes of the Extraordinary Parish Council meeting held on the 18th December 2019 (109-111) having been circulated to all Members, were taken as read, confirmed and signed by the Chairman with a minor amendment to the date.

115 MATTERS ARISING

- A. Local Needs Housing. The Clerk advised that Alison Thompson of English Rural (ER) had responded to a query raised by Cllr Page regarding the allocation criteria and how it fits into Swale Housing's Housing Register. English Rural confirmed that in another recent nearby development PCs had been asked to confirm the local connection of short listed applicants and that all the people who had moved into the houses had a local connection. ER allocation process starts with advertising locally and assists applicants to access the Housing Register. After discussion it was agreed that further clarification was required as to whether if someone with a local connection was on a low band of the Housing Register, ER was still able to allocate them housing in spite of a low level of need. The Clerk is to email Alison at ER for additional clarification and then for ER's response to be confirmed by SBC as being correct.
- B. Neighbourhood Watch. The Clerk had received a Rural Task Force Newsletter and a digital version of the Rural Matters magazine. Both of which had been added to the Parish Council's Website. The Chairman confirmed that that the Rural Task Force had attended an incident of the stealing of diesel from lorries at Gate Services. Although no other incident in our area was included, the report illustrated the wide range of incidents that the Rural Task Force deals with. .

- C. Neighbourhood Plan (NP). The application had been passed by the SBC committee's and the consultation that the Parish Boundary is a suitable Neighbourhood Area begins on the 31st January 2020 for 6 weeks. SBC are responsible for the consultation process and will have a website page. The Clerk is assisting SBC in support of the consultation process by a page on the PC website, and all the Parish Noticeboard including Waterham, Dargate, Staplestreet as well as the main PC noticeboard on the Village Green. A notice will also appear in the Hernhill News. Once the consultation has finished, assuming there are no adverse comments the process is then to go out to the community with a village wide meeting about what the Neighbourhood Plan is and that we will be looking for volunteers and engagement from the local community. It was agreed to look to book the village hall one evening in the second half of April, with the Clerk to investigate suitable dates. The Chairman suggested that a flyer should be placed in the April Hernhill News regarding the event and that the Chairman would do a presentation at the event but then would not be looking leads the process. The PC should be represented by at least one councillor but it is hoped that members of the local community will come forward and take leading roles. Councillors were asked to consider whether they wished to be involved and advise at the next PC meeting.
- D. Dale Farm Oast. No update had been received from SBC Conservation Office.
- E. Village Speed Limits. Cllr Page had submitted a Highway Improvement Plan but unfortunately the individual we had been dealing with at SBC was changing roles. Therefore the Plan would be subject to review by their replacement Sarah Ellcock. The outgoing Project Manager Paul Brand did comment that in their experience that the lowering of speed limits did not normally have a significant impact on driven speeds and can cause other issues. Cllr Page commented that cost involved should the plan go ahead is likely to be in excess of £4000 for the Traffic Order, survey and for signage.
- F. 7.5t HGV Boughton, Dunkirk & Staplestreet - The Clerk had received an update from Cllr Gould, that following a joint meeting with KCC Highways, with Cllr Bowles and Cllr Tutt (Dunkirk PC) and presenting the petition to the Joint Transportation Board, that KCC were accepting the case for restricting HGV (access excepted) and were progressing with the Transport Regulation Order Notice. Cllr Bowles added that a formal consultation was expected in February and that it would then go for recommendation to the JTB on the 2nd March and then the KCC Cabinet to then sign off. The chair raised a query with regards to the exact wording regarding exceptions. Cllr Bowles confirmed that he would try to obtain a copy of said wording.
- G. Monkshill Road Stones. The Clerk confirmed that KCC Highways had stated that the verges were under private ownership and that there was nothing that they could do. Following a discussion, it was agreed that nothing further should be done. However, concerns were then raised with regards to the overgrown hedges along Monkshill Road. Cllr Castle offered to review the hedgerow and if appropriate it was agreed for the Clerk to then send a letter to Brookshill Farm.
- H. Allotment Vacancies - The Clerk confirmed that the full sized plot had been filled on the 1st January 2020, with no gap in ownership. A half sized plot was still available.
- I. Overgrown Hedge at Woodlands - The hedge had now been cut back. The Clerk then confirmed that the state of the road at Woodlands had been raised with KCC Highways with regards to the state of the road at Woodlands. KCC Highways had agreed that it did need patching and that this would not take place until April being the start of the new financial year for budget purposes.
- J. KALC Community Awards - The Parish Clerk confirmed that a number of nominations had been received. It was unanimously agreed that Jane Foreman and Ian Machin be put forward for an award as they had received more than one

nomination. A certificate will be forthcoming and a presentation to be held at the PC Annual Meeting in April.

- K. Precept - The Clerk confirmed that a request had been made to increase this to £10,500, an increase of £500, which had been accepted.
- L. Drains. The Clerk raised that there had been a number of issues raised by residents concerning drains, especially in Staplestreet and Crockham Lane. It was discussed as to whether to raise concerns over maintenance, but it was agreed to monitor the outcome of the cases concerned which were still active with KCC Highways.
- M. Mirror by Village Hall. The Clerk had obtained some quotes and stated that a post would also need to be provided to attach it too. The Clerk also raised issues concerning location due to potential impact caused to mirrors by hedge trimmers. A discussion was held regarding whether it was felt to be an issue given how well used the junction concerned is. It was agreed that this was to be considered sometime in the future if it was an issue.

116 COUNCILLORS REPORTS

- A. Cllr Rumble reported that the restoration of the oak tree board was progressing well. However, it was uncertain as to how the plaque was fixed at the site as the board itself did not show any features concerning fixing. The Clerk is to contact Mr Cooper who previously removed the board to ask how it was fixed. Cllr Rumble mentioned that she would like to arrange a litter pick for the 29th February at 2pm to meet at the Village Hall. The Clerk confirmed that she had the pickers and hoops and that Cllr Rumble would contact SBC to arrange for bags and collection.
- B. Cllr Heller and Cllr Page reported back from the KALC AGM and the KCC Transport Infrastructure Seminar respectively.
- C. Cllr Heller had been in contact with The Chair of the Village Hall Committee with respect to Kent Downs AONB Tree Packs for £100. However, it was felt that the number of trees offered being 45 was too large a number to physically place. It was agreed to consider tree planting again next autumn.

117 PLANNING

- A. Planning Application - Minor Material Amendment to application 15/505190/FULL for erection of 14 No 'Passivhaus' houses comprising 6 x 3 bed semi detached, 3 x 3 bed detached, 3 x 4 bed detached and 2 x 5 bed detached units with amendments to omission of solar heating panels, addition of ground source heat pumps, omission of rooflights and change of car-port materials from glass to timber of house types 3A and 3B. *Former Silver Sands Nursery Staple Street Hernhill Faversham Kent ME13 9HZ* - It was discussed that the minor amendment was an improvement given that the LPG was no longer part of the application. Whilst there was no solar panel on the garage, there would be an air source heat pump. The PC unanimously voted in support of the application as it was more environmentally friendly.
- B. Planning Decisions – 19/504833/FULL: Erection of a pair of semi-detached 2 bed cottages (selfbuilds) together with associated access and parking as amended by drawings and information received 27/11/2019. *Land Adjoining Miles Cottages Butlers Hill Dargate Kent ME13 9HH* - Refused due to being in an area of high landscape value and contrary to SBC policy of sporadic development.
- C. Planning Decisions - 19/504625/FULL: Demolition of existing garage and erection of replacement garage building (as approved under 17/501081/FULL but with minor amendments) and associated car parking. First floor to be used as holiday accommodation. (Resubmission of 19/503604/FULL) *Elm Tree Cottage Butlers Hill Dargate Faversham Kent*. Refused that the harm to countryside interest is not

- outweighed by the limited contribution to the rural economy.
- D. Planning Decisions: 19/504983/FULL Minor Material Amendment to condition 2 of Planning Permission 17/504077/FULL - to allow a larger building with increased floor area and height. *Smiths Transport Yard Highstreet Road Hernhill Faversham Kent* - Granted
 - E. Planning Decisions: 19/503518/FULL: Demolition of existing buildings and erection of a single storey building to be used as a self-contained holiday accommodation with associated parking to front (revised scheme to 18/504141/FULL). *The Barns Kemsdale Road Hernhill Kent ME13 9JL* - Granted
 - F. Planning Issues - The Clerk had been contacted by a resident concerning the new stable buildings at Paddock Farm. The Swale Enforcement Officers are aware and have already visited the site. The current owner is to put in a retrospective planning application, which the Council will then be able to comment upon. The Enforcement Team will continue to monitor the case as it processes through planning.

118 FINANCE

- A. The bank reconciliation report dated 19th January 2020 was approved and signed by the Chairman.
- B. The following payments were approved by those present:
 - Chq-1464 Hernhill Bookings (Village Hall (November)) £23.00
 - Chq-S/O R Parr (Advice Only - Clerks Salary and expenses) £240.13
 - Chq-1465 Countrywide Grounds Maintenance (December & January) £266.32)
 - Chq-1466 KCS (Photocopier Rental) £98.75
 - Chq-1467 R Parr (Graveney Village Hall) £8.00
 - Chq-1468 Hughes and Son Gardening Services (Church Mowing (December)) £260.00
 - Chq-1469 T Chapman (Hernhill Newsletter Mileage & Paper) £36.35
 - Chq-1470 National Allotment Society (Subscription Renewal) £66.00
 - Chq-1471 KALC (Website Accessibility Course) £72.00

119 ADMINISTRATION

- A. Website Accessibility - The Clerk had prepared an accessibility statement to go on the website, with regards to the Website Accessibility Standards to show making progress towards the new standards. The Clerk needs to undertake testing, changes to document heading formatting for screen readers. The Clerk is to investigate getting support regarding formatting for the website as changes were beyond the Clerk's website knowledge.
- B. GDPR - There is now a move from start up phase to accountability and evidence by the Information Commissioner's Office. The Clerks would require sealed passwords from each of the Councillor in order that control of the Councillors emails should they leave or there be a Freedom of Information request. The Clerk also mentioned that it was needed to be highlighted that gmail is free but it was to be noted that the server is not held in the UK. PCs should consider providing councillors with separate laptops for dedicated council business. It was agreed that given that we are a small PC, that anyone can attend PC meetings and that the minutes were available to the public, that this was an unnecessary expense and out of proportion. The Clerk confirmed that her personal laptop was password protected. The Clerk commented that KALC has toolkits on GDPR to follow and suggested covering one item per month to ensure that it was minuted.
- C. Set date for Annual Parish Meeting -It was agreed to have the annual meeting on the

29th April prior to the full council meeting. As well as the usual invitations to the representatives of local organisations, the Clerk is to contact Cllr Gould to see if a brief presentation could be provided on the Borough wide plans.

- D. The Clerk confirmed that a re-declaration regarding the Pensions Regulator was required. However, to note that we are below the threshold in having to provide any pension.

120 CORRESPONDENCE

- A. Road Closures
- Butlers Hill 10th -19th February complete closure for sewer connection. From junctions of Woodlands to outside Miles Cottage.
 - Monkshill Road 9th February for 1 day between 08:00 and 18:00 for Network Rail
- B. An update on Thirwell Farm had been received by the Clerk from the Environment Agency as well as there being articles in the local press. One of the perpetrators had received a 30 week custodial sentence for their part in running the illegal waste operation at Thirwell Farm. A warrant for the arrest of Jim Mete is still in force. The Environment Agency confirmed that this had only happened due to people actively reporting any issue in order that they can build a case for prosecution and anyone with information should be encouraged to do soon the reporting line of 0800 807060.
- C. Andrew Bowles has a - 'You Decide'. Grant funding opportunity event on the 15th February. The council has been over the past year looking to raise funds towards a second defibrillator for Dargate. So far £600 in grants had been raised. Cllr Gould has just promised an additional £400. It was discussed and agreed to apply for the You Decide for £600 being the remaining amount of funds. The Clerk has received an up to date quote for £1500 for the defibrillator so the additional £100 would go towards installation. The Chairman confirmed that should the application be shortlisted, that she would be able to attend the event to present our case. The Clerk is to submit the application form that night to meet the required deadline.

121 PUBLIC PARTICIPATION

- A. An issue was raised in respect of the stocks on the Village Green that had been placed there by the Red Lion. Following a discussion and concerns regarding public liability, it was agreed for the Clerk to write a letter asking for them to be removed.

122 CHAIRMAN & CLERK'S SUNDRY REPORTS

- A. The Chairman confirmed that an annual appraisal had been held with the Clerk given that it was a year since the Clerk had been in the role. The Chairman confirmed that the appraisal had been positive.
- B. The Chairman also wished for the Parish Council to express their thanks to Jim Young for the mowing of the Village Green. The Clerk is to write a letter of thanks.

123 ITEMS TO BE PLACED ON FEBRUARY'S AGENDA

- A. Local Needs Housing
B. Neighbourhood Watch
C. Neighbourhood Plan
D. Village Speed Limits
E. 7.5t HGV limits Boughton, Dunkirk & Staplestreet
F. Monkshill Road Hedgerow
G. Dale Farm Oast
H. Allotment Vacancies
I. Stock on the village Green
J. You Decide Grant

K. Website Accessibility

L. GDPR

M. Oak Tree Board

The next scheduled meeting of the Parish Council is to be on Wednesday 26th February 2020.
There being no further business, the Chairman declared the Meeting closed at 10.05pm.

CHAIRMAN