



## HERNHILL PARISH COUNCIL

**Minutes of the Annual Meeting of the Parish held in the Village Hall on Wednesday 30<sup>th</sup> May 2018 from 8:00pm to 10:05pm.**

**Present:** Cllr A. Chapman (Chairman)  
Cllr P. Couzens            Cllr S. Norman            Cllr S. Edgington  
Cllr M. Cooper

**Also Present:** Mrs S. Muteham (Clerk) and 25 members of the public

### **355 ELECTION OF CHAIRMAN**

Cllr P. Couzens proposed and Cllr S. Edgington seconded the proposal that Cllr A. Chapman be re-elected as Chairman for the ensuing civic year.

### **356 ELECTION OF VICE-CHAIRMAN**

Cllr A. Chapman proposed and Cllr P. Couzens seconded the proposal that Cllr J. Geliot be re-elected as Vice-Chairman for the ensuing civic year.

### **357 APOLOGIES**

Cllr M. Woodcock, Cllr J. Geliot, Cllr A. Bowles

### **358 DECLARATION OF INTERESTS**

None

### **359 MINUTES**

The minutes of the following meeting, having been circulated to all Members, were taken as read, confirmed and signed by the Chairman;

1. Parish Council meeting held on Wednesday 25<sup>th</sup> April 2018 (minutes 346-354)

### **360 PLANNING**

- A. 18/500630/FULL - Amendments to 3 Bay Garage with room above previously approved under 15/510617/FULL. *Forstal House, Church Hill*  
The Parish Council support the application.
- B. 18/502017/FULL - Erection of 1.8m close boarded fence. *Plantation House, Plumpudding Lane*  
The Parish Council support the application with the following comments - if the planning application is approved the Parish Council would like to see the conditions specify the use of timber posts, arris rails and vertical boarded fence.
- C. 18/501989/FULL - Formation of open carpark (resubmission of 18/500331/FULL). *4 Waterham Business Park*

The Parish Council support the application in its current form and would also support the application if temporary planning permission was granted for a period of 5 years.

### **361 MATTERS ARISING**

- A. It was agreed to set a date of Saturday 28th July at 3pm for the annual allotment inspection and the Clerk will notify all tenants.
- B. The Clerk has received a request from Swale Borough Council for details of a proposed location for the double yellow lines at the junction of Staplestreet/Church Hill, prior to the informal consultation which will be undertaken by Swale Borough Council. The Parish Council will have a site meeting to look at the area to decide on an initial proposal of where the lines could be installed. It was also suggested that the Clerk investigate the possibility of bollards on the highway to obstruct vehicles from parking.
- C. Several residents attended the meeting and informed the Parish Council that a petition and a questionnaire was being circulated within the Parish, against the proposed affordable housing site at Staplestreet. The Parish Council was requested to reconsider its support for the site location. The Parish Council voted and the majority agreed that the Clerk should liaise with English Rural and request that the project be put on hold until the end of August, when residents can provide collated information from the questionnaire which the Parish Council will consider before making a decision on progressing the project further. The Clerk is to ask if English Rural will consider any alternative sites. It was also noted that the Clerk has been in contact with Alison Thompson of English Rural who has reported that surveys at the proposed site are underway. The Parish Council will wait to hear further information when it is made available.
- D. The Clerk reported that there have been 8 registers of interest in a free first aid/defibrillator course in the community. Those present agreed that the a formal date should be set and the event booked. The public will be given advance notice of the event.
- E. The Clerk reported that the new GDPR legislation took effect on 25th May 2018. The Parish Council website has published the new Privacy Notices.

### **362 COUNCILLORS REPORTS**

- A. Cllr S. Edgington reported the footpath from the Three Horseshoes towards Boughton was also as still being overgrown. This has been reported to KCC.

### **363 FINANCE REPORTS & ACCOUNTS FOR PAYMENT**

- A. The Clerk showed the bank reconciliation reports dated 19<sup>th</sup> May 2018 which were approved and signed.
- B. The following payments were approved by those present:
  - Clerk's Office Allowance (*Standing Order*)
  - Chq 1368: Hernhill Bookings (*Hall Hire*) £30.00
  - Chq 1369: Came & Co (*Insurance*) £344.11
  - Chq 1370: Countrywide Grounds Maintenance (*Mowing*) £263.70
  - Chq 1371: S. Muteham (*Expenses*) £34.37
  - Chq 1372: Citizens Advice Bureau (*Donation*) £50.00
  - Chq 1373: Kent Surrey Sussex Air Ambulance (*Donation*) £100.00
- C. The Clerk presented the annual accounts for the year ending 31st March 2018

to those present, which were checked, approved and signed by the chairman.

- D. Cllr A. Chapman signed the Governance Section of the Annual Return. Resolved: That the Governance Section of the Annual Return be approved and signed.
- E. Cllr A. Chapman signed the Accounts Section of the Annual Return. Resolved: That the Accounts Section of the Annual Return be approved and signed.

### **364 ADMINISTRATION**

- A. After discussion among those present, it was agreed that the following councillors would be key contacts for the following matters:
  - Trees/Allotments - Cllr M. Cooper
  - Footpaths - Cllr S. Edgington
  - Flytipping/Litter - Cllr P. Couzens
  - Hernhill News/Police - Cllr A. Chapman
  - Village Green/War Memorial - Cllr J. Geliot
  - Litter bins - Cllr M. Woodcock
  - Health & safety - Cllr S. Norman
- B. It was agreed to re-appoint Mr Lionel Robbins as internal auditor for the year 2018/19.
- C. A resident has requested that a new litter bin be put on Butlers Hill near Woodlands. The Parish Council considered the request and agreed to the purchase of a new green litter bin for the location at a cost of approximately £300.00

### **365 CORRESPONDENCE**

- A. Invitation to consultation on Swale Borough Council Local Plan
- B. Agenda for next KALC (Swale Area) meeting on 11th June 2018
- C. April newsletter from Kent County Councillor Andrew Bowles

### **366 ITEMS TO BE PLACED ON JUNE AGENDA**

- A. Update on affordable housing
- B. Review of policies

The next meeting of the Parish Council is to be on Wednesday 27<sup>th</sup> June 2017. There being no further business, the Chairman declared the Meeting closed.

CHAIRMAN